

**BOARD FOR WATERWORKS AND WASTEWATER WORKS OPERATORS AND  
ONSITE SEWAGE SYSTEM PROFESSIONALS EDUCATION AND TRAINING  
COMMITTEE MEETING MINUTES**

The Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals Education and Training Committee met on Thursday, **April 23, 2026**, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, Richmond, Virginia 23233.

Committee members present for the meeting:

Pamela M. Pruett  
Joshua Fore  
D. Wayne Staples  
David Stewart

Staff members present for all or part of the meeting:

Stephanie Keuther, Assistant Executive Director  
Wendy Duncan, Licensing Operations Administrator  
Khang Le, Administrative Coordinator

DRAFT

**I. Chair, Pruett** called the April 23, 2026, Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals Education and Training Committee meeting to order at 9:37 A.M.

**Call  
To Order**

**Stephanie Keuther, Assistant Executive Director** reviewed the emergency egress procedures with the Board and members of the public.

**Emergency  
Egress**

**Chair, Pruett** declared a quorum of Committee members to be in attendance.

**Determination  
of Quorum**

## **II. ADMINISTRATIVE MATTERS**

**Administrative  
Matters**

**Mr. Staples made a motion, seconded by Mr. Fore,** to adopt the agenda of the April 23, 2026, Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals Education and Training Committee meeting.

**Approval of  
the Agenda**

**The motion was approved with a vote of 4-0-0. Ayes:** Pruett, Fore, Staples, and Stewart. **Nays:** None. **Abstain:** None. **Absent:** None.

**Mr. Staples made a motion, seconded by Mr. Fore,** to approve the draft minutes of the October 23, 2025, Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals Education and Training Committee meeting as presented.

**Approval of  
Minutes**

**The motion was approved with a vote of 4-0-0. Ayes:** Pruett, Fore, Staples, and Stewart. **Nays:** None. **Abstain:** None. **Absent:** None.

## **III. PUBLIC COMMENT PERIOD**

**Public  
Comment  
Period**

**Chair, Pruett** opened the public comment period of the meeting.

With no one wishing to come forward, **Chair, Pruett** closed the public comment period of the meeting.

## **IV. EDUCATION**

**Education**

**Education Provider Application**

**Education  
Provider  
Application**

**Stephanie Keuther, Assistant Executive Director, shared that staff recommends approval for:**

**Veolia Water Municipal Service North America LLC** – Three (3) Waterworks Operator Training Courses and seven (7) Wastewater Works Operator Training courses.

**Veolia Water  
Municipal  
North  
America LLC**

**A motion was made by Mr. Staples, seconded by Mr. Fore, for approval.**

**The motion was approved with a vote of 4-0-0. Ayes:** Pruett, Fore, Staples, and Stewart. **Nays:** None. **Abstain:** None. **Absent:** None.

**V. NEW BUSINESS**

**New Business**

**Stephanie Keuther, Assistant Executive Director**, shared that new business items would be presented during the Board for Waterworks and Wastewater Works and Onsite Sewage System Professionals meeting.

**VI. COMPLETION OF PAPERWORK**

**Completion of  
Paperwork**

**Chair, Pruett** reminded the Committee members to complete their conflict-of-interest statements and travel reimbursement forms.

**VII. ADJOURNMENT**

**Adjournment**

**Chair, Pruett** thanked the Committee and adjourned the meeting at 9:45 A.M.

The next Committee meeting will be on **July 9, 2026**.

\_\_\_\_\_  
**Pamela M. Pruett, Chair**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Laura McClintock, Director**

\_\_\_\_\_  
**Date**

**Copy teste:**

\_\_\_\_\_  
Custodian of the Record