

## POLICIES

**Cancellation:** Participant cancellations for seminars **must be received on-line.**

**Certificates** will only be provided to those who participate in each on-line session in its entirety.

The Public Service Commission sponsors this seminar at no cost to you and provides free of charge the seminar materials electronically.

Reservations **must** be received by the Public Service Commission by the close of business on **September 3rd.**

*If you have questions call Nancy at  
304-340-0440 or  
1-800-344-5113 Ext. 440.*

## GENERAL INFORMATION

**Registration: On-line only**

**Class Time:**

**Friday September 18, 2020  
8:30 a.m. to 5:00 p.m.**

**Continuing Education Credit  
7 Hours**

### Seminar Information

**This is an online virtual internet seminar using Microsoft Teams software.**

**You must download the free Microsoft Teams software to your computer, phone or tablet.**

**The Teams app can also be used with mobile devices.**

- 1. Phones: iPhone or Android with software above 4.4**
- 2. Tablets: iPad or Android**

**You will receive an invitation to access the seminar via your e-mail address.**

## REGISTRATION IS ON-LINE ONLY

**TO REGISTER:** Go to the PSC Web Page [www.psc.state.wv.us](http://www.psc.state.wv.us) Left column, under **Seminars**, click [Water/ Wastewater](#)

⊗ **You must first create an account:** click either [Water or Sewer Regulated Utilities](#) or [Others \(ie. CPA, Engineer, Governmental Agency\).](#) After your account registration has been processed, a confirmation e-mail will be sent to you. **You must click the phrase: [to activate your user account and begin using the registration system.](#)**

⊗ **Once an account has been created: click [log in.](#)** Then you can register, cancel or be put on a wait list for a particular class. **If the class is full, click and register on the [Waiting List](#), and you will be notified when space becomes available.**

**TO CANCEL:** Return to the seminar listing page and log in: click [CANCEL](#) then follow the directions.

# INFORMATION

The State of West Virginia Code 16-13A-3 requires that all newly appointed board members of public service districts attend a PSD Board Members Mandatory Training Seminar within six months of taking office.

## Topics for Discussion

- **Public Service Commission**
  - PSC Utility Cases
- **WV Bureau for Public Health**
  - Asset Management
  - Rules
- **WV Department of Environmental Protection**
  - NPDES Permitting
  - State Revolving Loan Fund
- **Open Governmental Meetings**
- **Parliamentary Procedures**
- **Financial Management and Project Funding Options**



Public Service Commission  
of West Virginia

Public Service Commission of WV  
PO Box 812  
Charleston, WV 25323

## Public Service District Board Members Seminar



## Online Live Seminar via the Internet

September 18, 2020