

**DEPARTMENT OF ENVIRONMENTAL PROTECTION
STATE BOARD FOR CERTIFICATION OF
WATER AND WASTEWATER SYSTEMS OPERATORS
Board Meeting Minutes
October 5, 2022
Room 105 / Teams Call**

Board Members Present

Ed Chescattie, Bureau of Safe Drinking Water (BSDW), DEP Secretary Designee
Mary Roland, Board Chairperson, Certified Water Operator
Mike Kyle, Lancaster Area Sewer Authority, Employee of a Political Subdivision
Mark Smith, Herbert, Rowland & Grubic, Inc., General Public
Autumn Crawford, Western Butler County Authority, Wastewater Operator
Jeff Bickel, Aqua PA, Inc., Official of Private System
Heath Edelman, Thaddeus Stevens College, Teaching Staff

Non-Board Members Present

Laura Chambers, Board Secretary
John Cantwell, Legal Counsel to the Board
Bill McNamara, BSDW
Lori Wise, BSDW
Bill King, BSDW
Shalini Moola, BSDW
Mahendra Patel, BSDW
Jeff Allgyer, BSDW
Brian Chalfant, Policy Office (via Teams)
Leda Lacomba, Legal Counsel to BSDW (via Teams)

Public Present

No members of the public were present or called in for this meeting.

Meeting was called to order at 10:05 am.

Approval of August 10, 2022 Meeting Minutes

Mr. Kyle provided a minor edit, which others agreed with. Chairperson Roland motioned to approve the August 10, 2022 meeting minutes with Mr. Kyle's suggested edit. Mr. Kyle seconded the motion. Motion passed unanimously.

Approval of New and Upgrade Applications

Ms. Chambers presented the following new and upgraded licenses for Board consideration:

- 65 new water licenses
- 32 upgraded water licenses
- 60 new wastewater licenses
- 30 upgraded wastewater licenses

- 6 Operator in Training (OIT) upgrades

Chairperson Roland motioned to approve all the new and upgraded license applications. Mr. Chescattie seconded. Motion passed unanimously.

Additional applications that were not included within the group New and Upgrade Application Summary because additional application details were just recently received:

1. Gregory Gradel – 343892 – Water Upgrade in Class – WA,E – 12
2. David Haygood – 369681 –Water Initial - WE
3. David Haygood – 369681 –Wastewater Initial - WWE4
4. Cody Strouse – 338940 – Water Upgrade in Class – WC,E – 7,8
5. Mark McAfee – 262791 – Wastewater Initial – WWE4

Chairperson Roland motioned to approve the additional new and upgraded license applications. Mr. Kyle seconded the motion. Motion passed unanimously.

Reciprocity Requests

No reciprocity applications were received for this meeting.

Board Secretary Report

Ms. Chambers provided the following summary regarding exams for 2022 (as of 10/4/22).

- Number of exam **sessions held** thus far in 2022: **45**
- Number of exam **seats offered** thus far in 2022: **1581**
- Number of exam **seats filled** thus far in 2022: **1102**
- Number of additional exam sessions tentatively scheduled for remainder of 2022: **17**
- Number of additional exam seats tentatively offered for remainder of 2022: **833**
 - Total number of computer exam sessions for 2022: **33**
 - Total number of paper exam sessions for 2022: **28**
 - Total number of exam sessions (paper and computer) for 2022: **61**

Mr. Chescattie pointed out that the percentage of exam seats which remained unfilled versus seats offered for 2022 is significantly higher than in any previous year; 31% of seats thus far remained unfilled. After some discussion, the Board agreed that it makes sense to ask the approved exam providers (AEP) to offer 20% above the total number of exam seats filled in 2022. The Board is interested in reviewing which exam locations have been most successful once the AEPs provide this information.

Mr. Kyle discussed proctoring oversight and workload as well as how other states are managing exam proctoring. The Board agreed to continue to discuss these topics on an ongoing basis.

Ms. Chambers will send out a poll for the 2023 Board Meeting dates that the Board Members can vote on to determine what dates work best for a majority. Once the dates are determined, Ms. Chambers will notify all Board Members and take care of all logistical arrangements.

Old and New Business

Mr. Chescattie presented to the Board the final plaque for Cody Gipprich, which he will deliver personally to Western Berks Water Association, where Mr. Gipprich was employed.

Chairperson Roland reminded the Board that she will be stepping down from the Criminal History Record (CHR) review team at the end of 2022. Mr. Smith agreed to take her place on the CHR review team beginning in January 2023. All Board members concurred with Mr. Smith taking over.

The Board went into Executive Session at 11:10am.

The Board reconvened for public session at 12:47pm.

Chairperson Roland motioned to approve Operator 370663 for WE certification and OIT for W1. Mr. Edelman seconded. Motion passed unanimously.

Criminal History Report

Chairperson Roland motioned to grant Operator 369777 WWE4 certification. Mr. Kyle seconded the motion. Motion passed unanimously.

Chairperson Roland motioned to grant Operator 343892 WWE4 certification. Mr. Bickel seconded the motion. Motion passed unanimously.

Chairperson Roland motioned to grant Operator 349963 WB-12,13 certification. Ms. Crawford seconded the motion. Motion passed unanimously.

Chairperson Roland motioned to grant Operator 370714 WD,E-7,8,10,12 certification. Mr. Smith seconded the motion. Motion passed unanimously.

Chairperson Roland motioned to grant Operator 294543 WD,E-10,12 OIT certification. Ms. Crawford seconded the motion. Motion passed unanimously.

Chairperson Roland motioned to grant Operator 370818 WE certification. Ms. Crawford seconded the motion. Motion passed unanimously.

Chairperson Roland motioned to grant Operator 359521 WWC,E-1,4 certification. Mr. Bickel seconded the motion. Motion passed unanimously.

Extension Requests

Water Operator 197074 (received 9/22/22) was required to obtain 30 hours of continuing education training and has currently obtained 15 hours. This certification originally expired 9/30/21 and the individual is requesting an additional “couple of months” to obtain the remaining required continuing education.

Chairperson Roland motioned to deny the extension request for Operator 197074. Mr. Bickel seconded. Motion passed unanimously.

Wastewater Operator 227425 (received 10/3/22) was required to obtain a total of 15 hours of continuing education training but had only obtained 14 hours as of the expiration date of 9/30/22. This individual obtained the additional hours on 10/04/22.

Chairperson Roland motioned to approve the extension request for Operator 227425 through 10/5/22. Mr. Chescattie seconded the motion and Mr. Kyle abstained from voting. Motion passed unanimously with the exception of Mr. Kyle since he abstained from voting.

Water Operator 326546 (received 9/1/22) was required to obtain a total of 30 hours of continuing education training by 6/30/22. This individual submitted an extension request, and obtained the additional continuing education by 8/10/22.

Chairperson Roland motioned to deny the extension request for Operator 326546. Mr. Bickel seconded. Motion passed unanimously.

ADA Requests

Wastewater Operator 365048 submitted an ADA request with necessary documentation. Chairperson Roland motioned to approve this request to have the WWE4 exam read to this individual by a DEP proctor in one exam session. Mr. Edelman seconded. Motion passed unanimously.

Chairperson Roland motioned to adjourn. Ms. Crawford seconded the motion. Meeting adjourned at 12:50pm.