

**DEPARTMENT OF ENVIRONMENTAL PROTECTION
STATE BOARD FOR CERTIFICATION OF
WATER AND WASTEWATER SYSTEMS OPERATORS**

Board Meeting Minutes

February 7, 2024

Room 105 / Teams Call

Board Members Present

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

Non-Board Members Present

Laura Chambers, Board Secretary
Jeff Schultz, BSDW
Mahendra Patel, BSDW
John Cantwell, Legal Counsel to the Board
Jeff Allgyer, BSDW
Bill King, BSDW
Lori Weaver, BSDW
Victor Landis, Bureau of Clean Water (via Teams)
Andrew Hall, Bureau of Clean Water (via Teams)
Bill McNamara, BSDW
Derik Dressler, BSDW
Leda Lacomba, BRC
Brian Chalfant, Policy Office (via Teams)
Kevin Buss, BSDW (via Teams)

Public Present

Trevor Little, applicant

Meeting was called to order at 10:01am.

Approval of December 6, 2023 Meeting Minutes

Chairperson Roland motioned to approve the December 6, 2023 meeting minutes including the minor edits provided. 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:

- 115 new water licenses
- 55 upgraded water licenses
- 100 new wastewater licenses
- 36 upgraded wastewater licenses
- 15 Operator in Training (OIT) upgrades

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

Additional Applications for Board Consideration

Operator 364399 (Frank Shields) – The recommendation for this OIT upgrade application was not included on the overall new and upgrade summary because the Department was still waiting for verification from the DEP Northwest regional office regarding treatment technologies used at the facility where the applicant is claiming experience. We received this additional information from the regional office on February 1, 2024, and **the Department is hereby recommending the Board approve subclasses 7 and 8** for this applicant based upon treatment processes verified at PWSID 6200310 Saegertown Elem HS, **and subclass 9** based upon Chapter 302.704(e)(3)(i), *“Experience working at a corrosion control and sequestering, chemical addition, ion exchange and greensand or aeration and activated carbon adsorption water system qualifies an applicant for any of the following: The chemical treatment water certificates (Subclassifications 7, 8, 9 and 10).”*

Chairperson Roland motioned to approve Operator 364399 WD-7,8,9 certification. Mr. Bickel seconded. Motion passed unanimously.

Reciprocity Requests

Water

Jeremy Slocum – Holds a Florida Class C Drinking Water license that was issued on August 23, 2021 and expires on April 30, 2025. The application documents a total of 2 years, 2 months’ experience working at Martin County Tropical Farms Water Plant, which is a Class A facility using subclasses 6,8,12.

Mr. Slocum’s experience was obtained at a Class A facility and an operator is required to have a minimum of 2 years of experience in order to obtain a Pennsylvania Class C license. **Therefore, the Department’s determination for Board consideration is that Mr. Slocum has documented the adequate experience relative to a WC-6,8,12.**

Regarding the comparison of examination questions, the applicant passed Class C drinking water exams developed and administered by the state of Florida.

Chairperson Roland motioned to approve Mr. Slocum's WC-6,8,12 certification. Mr. Chescattie seconded. Motion passed unanimously.

David Cutshall – Holds Indiana WT3 and WT5 licenses, which were both issued on December 9, 2019 and expire on June 30, 2024. The application documents a total of 4 years, 6 months' experience working at Speedway Water Works, which is a Class B facility using subclasses 1,8,10,11,13.

Mr. Cutshall's experience was obtained at a Class B facility and an operator is required to have a minimum of 3 years of experience in order to obtain a Pennsylvania Class B license. **Therefore, the Department's determination for Board consideration is that Mr. Cutshall has documented the adequate experience relative to a WB-1,8.**

Regarding the comparison of examination questions, the applicant passed Class 1 drinking water operator exams developed by ABC and administered by WPI in the state of Georgia.

Chairperson Roland motioned to approve Mr. Cutshall's WB-1,8 certification. Mr. Bickel seconded. Motion passed unanimously.

Wastewater

Natalie Switala – Holds a Connecticut Class IV Wastewater license that was issued on May 25, 2021. No specific expiration date was provided because Connecticut licenses expire two years after the operator leaves the field. The application documents a total of 4 years, 6 months' experience working at City of Danbury WPCF, which is a Class A system using subclass 1.

Ms. Switala's experience was obtained at a Class A facility and an operator is required to have a minimum of 4 years of experience in order to obtain a Pennsylvania Class A license. **Therefore, the Department's determination for Board consideration is that Ms. Switala has documented the adequate experience relative to a WWA-1.**

Regarding the comparison of examination questions, the applicant passed Class IV wastewater operator exams developed by ABC and administered by WPI in the state of Connecticut.

Chairperson Roland motioned to approve Ms. Switala's WWA-1 certification. Ms. Crawford seconded. Motion passed unanimously.

Additional Reciprocity Applications for Board Review

Michael Hayes – Submitted wastewater reciprocity application that was received by the Department on September 19, 2023. On September 21, 2023, Mr. King reached out by email to request additional information on the applicant's industrial waste experience. The applicant responded on September 29, 2023 stating that he would provide the information in time for the December 6, 2023 Board Meeting. On November 16, 2023, Mr. King called the applicant to again request the additional information, to which the applicant responded that he had recently had some health issues and had been hospitalized, but that he intended on trying to provide the requested information in time for the February 2024 Board Meeting. After receiving no response, Mr. King called the applicant again on February 1, 2024 and left a voicemail. To date, no response or additional information has been received. Due to the length of time since the

application has been received (over 4 months), the Department is asking the Board to review the information provided and vote on whether or not to approve this application.

Per §302.301 (h)(2), the Board Secretary can deny an application for certification action without Board review for failure to meet processing deadlines. Therefore, the Board does not need to make a motion for this application.

Board Secretary Report

Ms. Chambers provided the following summary regarding exams for 2024:

- Number of exam **seats** to be offered in 2024: **2,259**
 - Total number of computer exams to be offered in 2024: **24**
 - Total number of paper exams to be offered in 2024: **27**
 - Total number of exams to be offered in 2024: **51**

Old and New Business

Chairperson Roland motioned for Laura Chambers to remain Secretary of the State Board for Certification of Water & Wastewater Systems Operators (Board). Mr. Kyle seconded. Motion passed unanimously.

Chairperson Roland motioned for herself and Jeff Bickel to continue as representatives for the Small Systems TAC. Mr. Smith seconded. Motioned carried unanimously.

Ms. Crawford motioned for Mary Roland to remain on the Board as Chairperson. Mr. Smith seconded. Motion approved unanimously.

The Board went into Executive Session at 11:04am to review sensitive information.

The Board reconvened for public session at 12:54pm.

Criminal History Report

Criminal History Review Evaluations were conducted for the below applicants. It has been confirmed that charges were not related to the operation of a drinking water or wastewater treatment system. Therefore, the preliminary review committee recommended the below applicants for presentation and approval at the February 7, 2024, Board Meeting:

1. Operator 372026: WE certification
2. Operator 378244: WE certification
3. Operator 377151: WWE4 certification
4. Operator 365540: WE certification

5. Operator 380479: WWE4 OIT certification
6. Operator 380490: WWD-1 OIT certification
7. Operator 357392: WWB-1 certification
8. Operator 377790: WE certification
9. Operator 380442: WWA-1 certification
10. Operator 199395: WA-11 certification
11. Operator 378185: WWA-1 certification

Chairperson Roland motioned to approve 372026 WE certification. Mr. Bickel seconded. Motion passed unanimously.

Chairperson Roland motioned to approve 378244 WE certification. Mr. Kyle seconded. Motion passed unanimously.

Chairperson Roland motioned to approve 377151 WWE4 certification. Ms. Crawford seconded. Motion passed with one opposition.

Chairperson Roland motioned to approve 365540 WE certification. Mr. Smith seconded. Motion passed unanimously.

Chairperson Roland motioned to approve 380479 WWE4 OIT certification. Mr. Kyle seconded. Motion passed with one opposition.

Chairperson Roland motioned to approve 380490 WWD-1 OIT certification. Mr. Kyle seconded. Motion passed unanimously.

Chairperson Roland motioned to approve 357392 WWB-1 certification. Mr. Bickel seconded. Motion passed unanimously.

Chairperson Roland motioned to approve 377790 WE certification. Mr. Smith seconded. Motion passed with one opposition.

Chairperson Roland motioned to approve 380442 WWA-1 certification. Ms. Crawford seconded. Motion passed unanimously.

Chairperson Roland motioned to approve 199395 WA-11 certification. Mr. Bickel seconded. Motion passed unanimously.

Chairperson Roland motioned to approve 378185 WWA-1 certification. Ms. Crawford seconded. Motion passed with one opposition.

Additional CHR Applications for Board discussion

Operator 350947 – Initial wastewater application was received by the Department on September 11, 2023. Although the CHR preliminary review team followed normal protocol and confirmed

the applicant's charges were not related to a water or wastewater treatment plant, the Department has not received the additional information requested pertaining to the application itself. To date, neither the applicant nor the supervisor has provided any type of response.

Chairperson Roland motioned to approve operator 350947 WWE4 OIT certification. Mr. Kyle seconded. Motion passed unanimously.

Extension Requests

Operator 252362 – Has a wastewater license (WWA-1) that expired on September 30, 2023. The applicant was required to obtain 30 hours of continuing education training for his wastewater certification and as of September 30, 2023 had obtained 3 hours.

Chairperson Roland motioned to deny the applicant's extension request. Ms. Crawford seconded. Motion passed with three oppositions.

ADA Requests

Operator 378339 – Submitted an ADA request on January 17, 2024, requesting that someone read the Collections exam to him.

Chairperson Roland motioned to approve the one-time accommodation for Operator 378339. Mr. Edelman seconded the vote. Motion passed with one abstention.

Additional Reciprocity Application for Board Review

David Garrett – Submitted wastewater reciprocity application with experience and certification obtained in Saskatchewan, Canada.

After Board review and discussion, Chairperson Roland motioned to approve Mr. Garrett's WWB,E-1,4 certification. Ms. Crawford seconded. Motion passed unanimously.

Chairperson Roland motioned to adjourn. Ms. Crawford seconded the motion. Meeting adjourned at 1:01pm.