

**DEPARTMENT OF ENVIRONMENTAL PROTECTION
STATE BOARD FOR CERTIFICATION OF
WATER AND WASTEWATER SYSTEMS OPERATORS
Conference Call Board Meeting Minutes
December 10, 2014
10th Floor Conference Room**

Board Members Present

Joseph Swanderski
Mary Roland
Michael Kyle
John Schombert
Curt Steffy
Dr. Ronald Neufeld
Phil Consonery, Bureau of Safe Drinking Water (BSDW)
Cheri Sansoni, Board Secretary
John Cantwell, Legal Counsel

Non Board Members Present

Scott Noldy, BSDW

Mr. Swanderski called the meeting of the State Board for Certification of Water and Wastewater System Operators (Board) to order at 10:03AM.

Criminal History Report (CHR)

Ms. Sansoni presented the CHR on behalf of the review committee regarding applicant client ID 249896, charged with Simple Assault (Bar fight M3 – Misdemeanor). He plead guilty and served probation for 24 months. The review committee determined this charge was unrelated to water or wastewater facilities and recommended issuing certification to this applicant. Ms. Roland motioned to issue the license. Mr. Swanderski seconded the motion. The vote was unanimous. Motion carried.

Approval of October 16, 2014 Minutes

Mr. Kyle motioned to approve the October 16, 2014 minutes as written. Mr. Steffy seconded the motion. The vote was unanimous. Motion carried.

Board Chairman and Secretary Elections

Joseph Swanderski was nominated for Board Chairman for calendar year 2015. Discussion ensued and the decision was made to poll the Board members in November of 2015 for nominations for Board Chairman. In the past, Board members would rotate in this role. Ms. Roland motioned to approve Mr. Swanderski as Board Chairman. John Schombert seconded the motion. The vote was unanimous. Motion carried. Mike Kyle motioned to reappoint Cheri Sansoni to Board Secretary. Curt Steffy seconded the motion. The vote was unanimous. Motion carried.

Approval of New, Upgrades and Reciprocity Applications

New & Upgrade Applications

The new and upgrade applications were presented to the Board for approval. Mr. Steffy motioned to issue licenses for all new and upgrade applications. Ms. Roland seconded the motion. The vote was unanimous. Motion carried.

Reciprocity Request

The following reciprocity application was presented to the Board.

Todd Adams – Holds a Kentucky water distribution and water treatment IIIA certification that expires on June 30, 2016. He has 13 years', 6 months experience working at Williamson Water Treatment Plant, which is a Class BE facility using subclasses 1, 7, 8, 15, and distribution.

The Department's recommendation is to issue a WBE 1,7,8 certificate. Mr. Kyle motioned to issue the license as recommended by the Department. Ms. Roland seconded the motion. The vote was unanimous. Motion carried.

2015 Operator Exam Schedule

The Operator Certification Program is offering seven more exams and approximately 800 more seats than in 2014. There will be 45 exam sessions and approximately 2,500 seats in 2015. Mr. Swanderski motioned to approve the 2015 Operator Exam Schedule. Mr. Kyle seconded the motion. The vote was unanimous. Motion carried.

2015 On-Line Exams

Following the 2014 pilot year of on-line exams, William McNamara informed the Board there will be 12 on-line exam sessions for a total of 290 on-line examinees. There will be two on-line exams at each DEP Regional Office. There will also be three DEP/Commonwealth staff on-line exams with 58 seats offered. Mr. McNamara informed the Board that he will be training regional staff to be lead proctors for the on-line exams held within their office to eliminate the need for central office staff to serve as lead proctors.

Denials of Applications for Certification Renewal

There were no denials to present to the Board.

Board Secretary Report

The Citizens Advisory Council (CAC) Public Participation Committee Report was provided to the Board. This report was developed to solicit suggestions on how to improve public participation in the agency's development of regulations, policies, procedures, etc.

Ms. Sansoni presented the following extension request:

Zebulon Page applied for an extension of his water (WCE 1) certification, which expired on December 31, 2013. Mr. Page completed 20 of the 30 contact hours required to renew and has been certified since March 2005. Mr. Page noted personal issues over the past two years but did not provide any supporting documentation after Ms. Sansoni informed him he would need to provide it. Mr. Swanderski motioned to deny the extension request. Ms. Roland seconded the motion. The vote was unanimous. Motion carried.

John Parkes contacted Ms. Sansoni in October to inform her he had not received his wastewater or water renewal forms for the last two cycles. His address was correct in the Department's database. His wastewater certification expired on June 30, 2011, and he had taken the required amount of training. His water certification also expired on June 30, 2011 but he had not met his training requirement. Since it was past the two-year grace period, Ms. Roland motioned to deny his request to renew. Mr. Kyle seconded the motion. The vote was unanimous. Motion carried.

Ms. Sansoni provided the compilation Extension Request spreadsheet the Board had requested at a previous meeting. Mr. Kyle requested to have more detail provided for the decisions and reasons for approval or denial. Ms. Sansoni will provide more detail on this spreadsheet for future extension requests.

Mr. Swanderski motioned to adjourn the meeting at 11:05AM.