

**COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
STATE BOARD FOR CERTIFICATION
OF
SEWAGE ENFORCEMENT OFFICERS**

**FINAL
MINUTES
06/24/2015**

Board Vice Chairman Mr. Gordon Sheetz called a meeting of the State Board for Certification of Sewage Enforcement Officers to order at 10:04 a.m. on Wednesday, June 24, 2015. The teleconference meeting was held in the 11th floor conference room B of the Rachel Carson State Office Building, Harrisburg, PA.

Meeting Attendees:

Mr. Gordon Sheetz (telephone)	Board Vice Chairman
Ms. Alison Shuler (telephone).....	Board Member
Mr. John Seamans (telephone)	Board Member
Ms. Kristen Szwajkowski.....	Board Secretary, DEP, BPNPSM
Ms. Roberta Radel.....	DEP, BPNPSM
Mr. John Diehl.....	DEP, BPNPSM
Ms. Janice Vollero.....	DEP, BPNPSM
Mr. Nicholas Hong.....	DEP, BPNPSM
Ms. Hayley Jeffords	DEP, Policy Office

1. Approval of the March 18, 2015, Minutes – No corrections were suggested. Ms. Shuler motioned to approve the March 18, 2015, Meeting Minutes. Mr. Seamans seconded the motion. The vote was unanimous; motion carried.
2. Certification of new SEOs – Ms. Szwajkowski had previously distributed the names and scores of the 15 candidates who took the June 15, 2015, SEO exam. Mr. Seamans motioned to certify the 12 candidates that scored passing grades on the exam. Ms. Shuler seconded the motion. The vote was unanimous; motion carried.

As an additional note, Ms. Shuler expressed a concern that the overall scores of the soils section of the exam were low compared to the other sections of the exam. Mr. Sheetz

pointed out that the soils training in the SEO Academy is limited, but that there are continuing education courses for soils training.

3. New Business – Mr. Diehl notified the Board members that a statement from the Department of Environmental Protection’s (DEP) legal office regarding possible Conflicts of Interest for SEOs has been posted to DEP’s SEO webpage. Mr. Diehl added that a statement in regards to a nitrogen testing data sharing memorandum between the Chesapeake Bay Watershed states had been added to DEP’s SEO webpage as well.

Mr. Diehl notified the Board that two of three contracted 106 Soils courses have been held by the Pennsylvania State Association of Township Supervisors and that the course has been successful.

Ms. Jeffords spoke to the board about the new policy on technical guidance documents. The new policy is intended to increase transparency in DEP’s processes. Ms. Jeffords also notified the Board about DEP’s new E-Comment system which allows the public to see and comment on DEP guidance documents in a shorter time frame.

4. Next Board Meeting – Teleconference, September 23, 2015, at 10:00 a.m., 11th Floor Conference Room B, Rachel Carson State Office Building.
5. Mr. Sheetz called for a motion to adjourn the meeting; Ms. Shuler motioned to adjourn the meeting; Mr. Seamans seconded the motion. The vote was unanimous; motion carried. The meeting adjourned at 10:19 a.m.