

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

**FINAL
MINUTES
12/16/2015**

Board Chairman Mr. Samuel D’Alessandro called a meeting of the State Board for Certification of Sewage Enforcement Officers (Board) to order at 10:10 a.m. on Wednesday, December 16, 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. Samuel D’Alessandro (telephone).....	Board Chairman
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, BCW
Ms. Roberta Radel.....	DEP, BCW
Mr. John Diehl.....	DEP, BCW
Ms. Janice Vollero.....	DEP, BCW

1. Approval of the September 23, 2015, Minutes – No corrections were suggested. Ms. Shuler motioned to approve the September 23, 2015, Meeting Minutes. Mr. Seamans seconded the motion. The vote was unanimous; motion carried.
2. Board Position Elections for 2016 – Mr. Seamans motioned to elect Mr. D’Alessandro as Board Chairman, Mr. Sheetz as Board Vice Chairman, and Ms. Szwajkowski as Board Secretary for 2016. Mr. D’Alessandro, Mr. Sheetz, and Ms. Szwajkowski accepted the nomination. Ms. Shuler seconded the motion. The vote was unanimous; motion carried.
3. Certification of new Sewage Enforcement Officers (SEO) – Ms. Szwajkowski had previously distributed the names and scores of the 22 candidates who took the December 7, 2015, SEO exam. Mr. Sheetz motioned to certify the 19 candidates that

scored passing grades on the exam. Mr. Seamans seconded the motion. The vote was unanimous; motion carried.

4. New Business – Mr. D’Alessandro asked for an update on the issue of SEOs using a “seal” on their official paperwork. Mr. Diehl stated that the Department of Environmental Protection’s (DEP) legal office has decided that SEOs should not be using a “seal”. Mr. Diehl stated that DEP would be sending out a letter or email regarding this and a number of other SEO related items within the next month or so.

Mr. Sheetz asked if there had been any continuing education training courses approved since the September 23, 2015, meeting. No new soils courses had been approved at that time.

5. Next Board Meeting – Teleconference, March 16, 2016, at 10:00 a.m., 11th Floor Conference Room B, Rachel Carson State Office Building.
6. Mr. D’Alessandro called for a motion to adjourn the meeting; Ms. Shuler motioned to adjourn the meeting; Mr. Sheetz seconded the motion. The vote was unanimous; motion carried. The meeting adjourned at 10:32 a.m.