

**DEPARTMENT OF ENVIRONMENTAL PROTECTION
CERTIFICATION PROGRAM ADVISORY COMMITTEE
For Water and Wastewater Systems Operators**

**August 5, 2009 Meeting Minutes
Conference Call**

Chairman John Ackerman called a conference call meeting of the Certification Program Advisory Committee (CPAC) to order at 10:04 a.m. in 11B conference room of the Rachel Carson State Office Building.

Advisory Committee Members Present

John Ackerman, Chairman
Jeffrey Culton
Jeffrey Staul
Doug Pike
Barbara Canfield
David Smith
Sophie Simon
Michael Sienkiewicz
Edward Gulick
Jesse Weiss
Darrel Hutchinson
David Eisenberger

Advisory Committee Members Absent

Gary Witmeyer
Michael Henry
Jerry Brown
Dale Runkle
Paul Zielinski

Board Members Present

Curt Steffy

DEP Employees Present

Cheri Sansoni, Board Secretary
Mary Zeigler
Scott Sykes
Gary Moyer

The purpose of this meeting was to finalize the Operator Certification External Program Review Surveys.

The recommendations of the CPAC members to finalize the surveys are as follows:

Operator Certification Training Provider Survey

Add N/A as a third option to all the questions.

Question #15 separate into two questions and renumber

Do you feel experience should be required to sit for the certification exam?

Do you feel training should be required to sit for the certification exam?

Question #18 should read “Are there sufficient training opportunities available to prepare for the operator certification examinations?”

Question #19 reads “Have you ever contacted DEP certification personnel for guidance or information? The next question should read “If yes to this question, were the DEP certification personnel helpful in responding to your issue/concern?”

Operator Certification Approved Examination Provider Survey

Add N/A as a third option to all the questions.

Question #15 separate into two questions and renumber
Do you feel experience should be required to sit for the certification exam?
Do you feel training should be required to sit for the certification exam?

Question #18 should read “Are there sufficient training opportunities available to prepare for the operator certification examinations?”

Question #19 reads “Have you ever contacted DEP certification personnel for guidance or information? The next question should read “If yes to this question, were the DEP certification personnel helpful in responding to your issue/concern?”

Operator Certification Operator Survey

Add N/A for a third option to all the questions.

Question #15 should be two questions--
Do you feel experience should be required to sit for the certification exam?
Do you feel training should be required to sit for the certification exam?

Question #19 should read “Are there sufficient training opportunities available to prepare for the operator certification examinations?”

Question #27 reads “Have you ever contacted DEP certification personnel for guidance or information? The next question should read “If yes to this question, were the DEP certification personnel helpful in responding to your issue/concern?”

Under Status & Trends change the questions to:

- 34. Are you a circuit rider?
- 35. If yes, how many systems do you operate?
1)1-5 2)6-10 3)11-15 4)16-20 5)>21 6)N/A
- 36. If yes, how many systems do you feel you could adequately handle and still maintain compliance? 1)1-5 2) 6-10 3) 11-15 4) 16-20 5) >21 6) N/A

Operator Certification Examinee Survey

Add N/A as a third option to all the questions.

Question #13 separate into two questions and renumber
Do you feel experience should be required to sit for the certification exam?
Do you feel training should be required to sit for the certification exam?

Question #17 should read “Are there sufficient training opportunities available to prepare for the operator certification examinations?”

Question #23 should read “What type(s) of training course would you prefer?”

Question #24 reads “Have you ever contacted DEP certification personnel for guidance or information? The next question should read “If yes to this question, were the DEP certification personnel helpful in responding to your issue/concern?”

Operator Certification System Owner Survey

Add N/A as a third option to all the questions

Question #12 separate into two questions and renumber
Do you feel experience should be required to sit for the certification exam?
Do you feel training should be required to sit for the certification exam?

Question #16 should read “Are there sufficient training opportunities available to prepare for the operator certification examinations?”

Questions # 20 and 21 will be deleted.

Question #22 should read “What type(s) of training course would you prefer?”

Question #24 reads “Have you ever contacted DEP certification personnel for guidance or information? The next question should read “If yes to this question, were the DEP certification personnel helpful in responding to your issue/concern?”

Question #30 should read “Do you use the Earthwise Academy to check and track your operator(s) continuing education contact hours?”

Questions # 31 and 32 will be deleted.

The surveys will be revised incorporating the suggestions from CPAC. Cheri will distribute the revised surveys to the CPAC members for review before finalizing for reproduction. Any CPAC recommendations will be sent to Chairman John Ackerman who will forward to Scott Sykes.

Options for distribution of surveys were discussed.
Mail the system owner survey with the Annual Available Operator Reports.
Mail the approved exam provider survey with the Request for Exam Services for the new year or use email.
Email the training provider survey.
CPAC would like the operator survey to be mailed to all operators or to a sample of different types of operators.

Ed Gulick made a motion to adjourn at 11:35 am.