

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

**MINUTES  
05/30/2018**

Board Chairman Mr. Samuel D’Alessandro called a meeting of the State Board for Certification of Sewage Enforcement Officers to order at 10:08 a.m. on Wednesday, May 30, 2018. The teleconference meeting was held in the 11<sup>th</sup> 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
Mr. John Wagman (telephone).....	Board Member
Mr. Galen Weibley (telephone).....	Board Member
Mr. John Cantwell.....	Board Legal Counsel, DEP
Ms. Roberta Radel.....	DEP, BCW
Mr. Brian Schlauderaff.....	DEP, BCW
Ms. Janice Vollero.....	DEP, BCW
Ms. Anna Maria Desanctis.....	DEP, BCW

1. Approval of the February 14, 2018, minutes – Mr. Wagman motioned to approve the February 14, 2018, meeting minutes. Mr. Samuel D’Alessandro seconded the motion. The vote was unanimous; motion carried.
2. Roberta Radel gave the status of the Board Secretary position - Ms. Szwajkowski left the Department and therefore the Board Secretary’s position is vacant until Ms. Szwajkowski’s position can be filled. There is no current movement to fill the position at this time. Mr. Schlauderaff and his staff are currently helping to do the work of the Board Secretary. Any Board-related questions or issues, feel free to call Ms. Radel or Ms. Vollero.
3. Certification of new SEOs – Ms. Vollero had previously distributed the names and scores of the 18 candidates who took the May 18, 2018, SEO exam. Out of the 18 candidates, 15 passed and three (3) failed. Two (2) candidates were previously certified and are coming back into the program, one (1) of which took the exam for the third time. Both candidates passed. The three (3) candidates that failed were taking the exam for the first time. Mr. Sheetz made a motion to certify the candidates that passed the exam and Mr. Wagman seconded the motion. The vote was unanimous; motion carried.

4. Mr. Seamans' term on the Board is expiring September 23, 2018. Ms. Vollero reported that Mr. Seamans expressed a desire to remain on the Board. Mr. Wagman made a motion to reappoint Mr. Seamans as a Board Member and Mr. Sheetz seconded the motion with a request that Mr. Seamans participate in more Board Meetings. The vote was unanimous; motion carried.
5. Update to Technical Guidance Document (385-2314-002) *Sewage Enforcement Officer Certification and Training Program Guidance* - Mr. Schlauderaff explained that work on this document was put on hold temporarily due to the Act 26 requirements and the work that entailed for the Planning Section. Since the last Board meeting, there was one (1) change made – rollover credits will be phased out over the next two (2) renewal cycles. Once finished, it will go in front of the Sewage Advisory Committee (SAC) for their input and public comment.
6. Update on Advanced Soils Training – Mr. Schlauderaff explained that DEP is contracting out to Soil Hub, Mr. Mike Callahan, to modify DEP's Advanced Soils Course and to deliver the course in late Summer/Fall of 2018 across the state. The Department would like to make the soils training mandatory. Mr. Sheetz encourages the Department to pursue the offering of soils training.
7. Update on Bureau of Clean Water's learning management system (LMS) – Mr. Schlauderaff stated that we are full steam ahead – currently doing internal testing of the program. We will make an announcement to the SEOs when it goes live, potentially late summer. Ms. Vollero will send the Board members a link to the LMS website.
8. New Business – Ms. Vollero stated that the SEO certification renewals were coming in and being processed on a continual basis. The pocket cards and the training transcripts will be mailed to SEOs after the first of July as they have been the last several cycles. SEOs can check the Active SEO List posted on the website to verify they have been renewed and their check cashed - under the column *Renewal Date*, the date will be 2020. If an SEO is concerned, they can look there.
9. Next Board Meeting – Teleconference, August 15, 2018, at 10:00 a.m., 11<sup>th</sup> Floor conference room B, Rachel Carson State Office Building.
10. Mr. D'Alessandro called for a motion to adjourn the meeting; Mr. Sheetz motioned to adjourn the meeting. Mr. Weibley seconded the motion. The vote was unanimous; motion carried. The meeting adjourned at 10:38 a.m.