



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

**DRAFT
MINUTES
December 4, 2019**

The State Board for Certification of Sewage Enforcement Officers (Board) was called to order at 10:00 a.m. on Wednesday, December 4, 2019, by Chairman, Mr. Samuel D'Alessandro. Board Member Mr. Galen Weibley was not present at the meeting. The meeting proceeded as a quorum was present. The teleconference meeting was held in the 11th floor conference room B of the Rachel Carson State Office Building, at 400 Market Street, Harrisburg, PA.

Meeting Attendees:

Mr. Samuel D'Alessandro (telephone).....	Board Chairman
Mr. Gordon Sheetz (telephone)	Board Vice-Chairman
Mr. John Seamans (telephone)	Board Member
Mr. John Wagman (telephone).....	Board Member
Mr. John Cantwell	Board Legal Counsel, DEP
Ms. Amy Forney.....	Board Secretary, DEP
Mr. Brian Schlauderaff.....	DEP, BCW
Ms. Roberta Radel	DEP, BCW
Mr. Brian Chalfant	DEP, Policy Office

1. Consideration for approval of the August 14, 2019, meeting minutes. Mr. Sheetz requested feedback from the Board on the contents. Mr. Seamans noted some of the comments by Board members were incorrectly ascribed to the wrong member. Ms. Forney stated that she would update the minutes. Mr. Sheetz motioned to approve the minutes with noted changes. Mr. Seamans seconded the motion. The vote was unanimous. Motion carried.
2. Certification of new Sewage Enforcement Officers (SEOs). Mr. D'Alessandro inquired about the number of candidates that passed. Ms. Amy Forney noted that of the 25 candidates that took the exam, 18 passed and 7 failed. Mr. Wagman questioned whether DEP monitored this Academy. Mr. Schlauderaff responded that DEP staff did, in fact, monitor the entire academy though they have not yet met to discuss their individual feedback. Mr. Wagman then questioned how many of those candidates attended the academy. Ms. Forney stated that 23 of the exam candidates had just completed the PSATS Academy that week. There were originally 24 Academy attendees, however, one was a DEP employee who did not take the exam. Mr. Schlauderaff noted that DEP employees who are required to take the SEO Academy are not required to take the certification exam or to become an SEO. Two of the candidates were re-taking the exam. One was a re-take from the May 10, 2019, Academy and the other was an inactive SEO. Mr. Gordon Sheetz made a motion to certify those 18 individuals who passed the exam. Mr. Wagman seconded the motion. The vote was unanimous. Motion carried.

3. DEP Attorney, Mr. John Cantwell, updated the Board on the change in the hearing officer to Mr. Marc Moyer, who is now covering the Singer appeal. The attorney for Mr. Singer has withdrawn his appearance which means Mr. Singer has to obtain another attorney or represent himself. Mr. D'Alessandro inquired as to whether any hearing dates were provided. Mr. Cantwell noted that a pre-hearing teleconference had been scheduled for early 2020, though, that could change if a new attorney files an appearance on behalf of Mr. Singer.

Mr. Cantwell then reviewed the process utilizing the hearing officer through the Department of State (DOS) noting that the DOS Appeals office will handle this matter moving forward and the Board will not likely receive information until receiving the hearing transcript and report of their findings and recommendation.

4. Mr. Schlauderaff updated the Board on the soils training subsidization. Soil Hub attempted an additional training for October but only had one DEP employee sign up, so the class was cancelled due to a lack of interest. Soil Hub does, however, have Spring courses scheduled. It is Mr. Schlauderaff's opinion that those who were interested already took the course and others, likely, just plan on waiting until it becomes mandatory.

Once the SEO Training Technical Guidance is published as final all current SEO's who have not yet passed the Soils course will have 5 years to do so. All new SEO candidates will then be required to take and pass the soils course prior to taking the SEO Academy and the SEO Certification exam.

Mr. Seamans and Mr. Sheetz expressed concern with statements made at the August Board Meeting regarding the use of cores in the Soils Training Course. Mr. Schlauderaff agreed and stated that the Soil Hub Soils Training Course will not be utilizing core samples but will use the test pits for their training.

5. Mr. Schlauderaff updated the Board on the SEO Technical Guidance Document now moving through the final stage, stating that, at this time, the publication is currently moving through the executive approval process and we have received no new information.

Chairman D'Alessandro inquired as to whether program staff would be contacted if there are any questions. Mr. Schlauderaff stated that he would, indeed, be contacted if anyone had any questions, concerns or revisions and that any revisions would be submitted through document processing by Ms. Forney to have the updates made. At this time, however, we have received no requests by executive staff in connection with this Technical Guidance document.

Program staff generally reviews any revisions through the Bureau of Regulatory Counsel prior to even submitting the publication for final approval.

Chairman D'Alessandro inquired as to whether anything in this guidance would be considered critical. Mr. Schlauderaff went over the changes stating that he doesn't see any of them having reached new levels of importance just yet, though as we approach the SEO Renewal Cycle in June of 2020, that will undoubtedly change as we move forward.

6. Board memberships expiring. Mr. Wagman's term expires in April and he spoke with the Chairman of the SAC Board and was told they would bring it up at SAC's March meeting and vote to re-nominate him and then a letter would come from SAC so Ms. Forney could begin the approval process.
7. SEO Exam and Board Meeting dates for 2020 were proposed as follows: Exam dates for May and October were scheduled in accordance with the PSATS SEO Certification Academy courses scheduled for May 10-15, 2020, and October 26-30, 2020, wherein the SEO Certification Exam will be held immediately following the Academy, on Friday, May 15, 2020, and Friday, October 30, 2020. The additional tentative 2020 dates for the SEO Certification Exam for those candidates not able to test after the Academy or who failed a previous exam have been scheduled for February 3, 2020, and August 10, 2020.

Tentative Board Meeting dates were scheduled to correlate with the SEO Academy and SEO Certification follow-up exams. The proposed Board Meeting dates are, February 12, 2020, May 27, 2020, August 19, 2020, and November 18, 2020.

Chairman D'Alessandro inquired whether these dates were all scheduled on a Wednesday which Ms. Forney confirmed that they are.

Mr. Wagman made a motion to accept the Board Meeting and SEO Exam dates for 2020, as proposed. Mr. Sheetz seconded the motion. The vote was unanimous. Motion passed.

8. Chairman D'Alessandro called for any new business. Mr. Schlauderaff stated the Department has no new business. The Board offered no new business. It was noted that Mr. Weibley had never made an appearance.
9. Chairman D'Alessandro noted that the vote for officers of the Board will be held at the next Board meeting on Wednesday, February 12, 2020, at 10 a.m. Mr. Wagman motioned to adjourn. Mr. Sheetz seconded the motion. The vote was unanimous; motion carried.
Meeting adjourned at 10:43 a.m.