



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

**DRAFT
MINUTES
2/13/2019**

Board Chairman, Mr. Samuel D’Alessandro, called a meeting of the State Board for the Certification of Sewage Enforcement Officers (Board) to order at 10:00 a.m. on Wednesday, February 13, 2019. 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).....Chairman
- Mr. Gordon Sheetz (telephone)..... Board Vice-Chairman
- Mr. John Wagman (telephone).....Board Member
- Mr. John Seamans (telephone).....Board Member
- Mr. Galen Weibley.....Board Member
- Vacant.....Board Secretary, DEP
- Mr. John Cantwell.....Board Legal Counsel, DEP
- Ms. Amy Forney.....DEP, BCW
- Ms. Roberta Radel.....DEP, BCW
- Ms. Annamaria Ether De Sanctis..... DEP, BCW
- Ms. Janice Vollero.....DEP, BCW
- Mr. Brian Schlauderaff.....DEP, BCW
- Mr. Brian Chalfant..... DEP, Policy Office

1. Consideration of approval of the October 18, 2018, meeting minutes. Board Vice-Chairman, Mr. Gordon Sheetz motioned to approve the October 18, 2018, meeting minutes. Mr. John Wagman seconded the motion. The vote was unanimous; motion carried.

2. Presentation and background information was presented by Roberta Radel regarding the Bureau of Clean Water’s new Management Technician, Amy Forney, to be voted in to fill the position of Board Secretary. Mr. Galen Weibley motioned to approve Ms. Forney as the new Board Secretary. Mr. Sheetz seconded the motion. The vote was unanimous; motion carried.

3. Certification of new Sewage Enforcement Officers (SEOs). Newly voted in Board Secretary, Ms. Forney, noted that 2 people took the exam on February 4, 2019; 1 Passed, 1 Failed. This was the second time this particular individual failed. Discussion commenced regarding the requirements and limitations on SEO certification candidates after which, Mr. Wagman

motioned to certify the candidate that passed the test. Mr. John Seamans seconded the motion. The vote was unanimous; motion carried.

4. With regard to the suspension/appeal in connection with Robin Singer's revocation order in early December, initial appeal letter included no specificity to the allegations. Therefore, a letter was sent under Chairman D'Alessandro's signature providing 30 days to respond with a more substantive reply. A response was received and Board Attorney, Mr. Cantwell said he would have to review to ensure it complies with the request for specificity in the appeal language and would notify the Board once that determination was made. In the interim, discussion ensued with regard to a recommendation by Mr. John Cantwell discussing potential options with how the appeal hearing process could proceed. After some dialogue, Mr. Cantwell stated that he would need the Board's approval to make a recommendation to inquire about contracting between DEP and the Department of State. Mr. Weibley made a motion to defer with Mr. Cantwell's recommendation for a DEP/DOS contract for a hearing examiner and if that is not possible the Board would then assign Mr. Cantwell as the hearing officer for the Robin Singer appeal hearing. Mr. Wagman seconded the motion. The vote was unanimous, motion carried. Mr. Cantwell is to notify the Board if DEP declines the request to negotiate a contract for this SEO appeal hearing.

5. Brian Schlauderaff updated the Board on the dates that have been scheduled for the planned soils trainings to conclude prior to June 30, 2019, allowing active SEO's and new SEO candidates who need this training to utilize monetary subsidies from DEP that will only be available through June 30, 2019.

Training dates have been scheduled for April 24th through the 26th in Shippensburg; May 15th through 17th in Bucks County; and another in Bucks County the week after that, May 22nd through 24th, as research shows that there are many more SEO's in the Southeast area that *need* this training. In the first week of June, training has been scheduled to take place in Bloomsburg, covering the North-central area, and the 2nd week of June an agreement was pending at IUP, which would cover both the Southwest and the Northwest.

This training begins with 4 to 5 hours of online preview training followed by 2 days of hands-on field training. Both parts are mandatory and will be worth 15 credits. DEP will be subsidizing current or new SEO trainees that *need* the training only--not just for credits--at \$250 per trainee. The preliminary cost provided by the trainer was \$550, so it would be a \$300 cost for an SEO who needs the training.

6. Mr. Schlauderaff updated the Board with the status of the Clean Water's Learning Management System online. There is one issue that needs to be addressed before the software can 'go-live.' Our initial request provided us with the software setup as we requested, however, as we found we needed some additional fields for other information, we were provided with what is called a 'plug-in' to handle the additionally required data and/or processing capabilities. This 'plug-in' was setup to enable the system to process the rolling over of training credits for SEO's 2-year cycles. This is currently in the testing phase, and we are still waiting for confirmation that it is working appropriately.

7. Board Chairman, Mr. D'Alessandro called for any new business presentments from DEP. Mr. Schlauderaff updated the board on the SEO Certification Guidance Document that is currently moving through the internal/executive approval process. This revision is substantive and requires a draft period that allows for a 30-day comment period. Mr Schlauderaff's team is hoping to have this moved through the final stage within 90 to 120 days at which time the final notice would then be published in the *Pennsylvania Bulletin* and the publication will replace the current version in DEP's eLibrary.

Additional new business from DEP. Another suspension of an SEO's certification was received from the Northwest Regional Office, which will be forwarded to the Board later today.

No additional new business from DEP.

Mr. D'Alessandro called for any new business presentments from the Board. Mr. Sheetz expressed his appreciation for the apparent updates made by DEP with our telephones or Skype conference capabilities, as it has greatly enhanced the quality of this conference call in that he was able to clearly hear the full discussions throughout the call. Other board members concurred.

8. Mr. D'Alessandro announced in closing that the Board would next meet on May 22, 2019, at 10 a.m. Mr. Sheetz motioned to adjourn. Mr. Weibley seconded the motion. The vote was unanimous; motion carried. Meeting adjourned at 10:41 a.m.