

**DEPARTMENT OF ENVIRONMENTAL PROTECTION
STATE BOARD FOR CERTIFICATION OF
WATER AND WASTEWATER SYSTEMS OPERATORS
Board Meeting Minutes
July 13, 2007**

Board Members Present

John Brutz, Chairman
John Schombert
Mary McElhinny
Michael Kyle
Nicki Kasi
Judy Rivera, Legal Counsel
Cheri Sansoni, Board Secretary

Board Members Absent

Matthew Higgins
William Ross

Non Board Members Present

Robert Radel, BWSFR
Janette Washington, BWSFR

John Brutz called the meeting of the State Board for Certification of Water and Wastewater Systems Operators to order at 9:45 am.

Approval of June 8, 2007 Minutes

Michael Kyle moved to approve the June 8, 2007 minutes. John Schombert seconded. The vote was unanimous.

New Applications, Upgrades and Reciprocity Requests

The new and upgrade applications were presented to the Board for approval. Michael Kyle moved to defer the new and upgrades applications until the next board meeting due to inconsistencies in the Evaluation Report printed from eFacts. Mary McElhinny seconded. The vote was unanimous. Cheri Sansoni will provide the Board with an explanation of the evaluation report at the next Board meeting.

The following reciprocities were reviewed:

Water

John Brutz moved to issue Ricky Dennison a WDE 1,7,8,11 certification. Mary McElhinny seconded. The vote was unanimous.

Wastewater

Michael Kyle moved to issue Ricky Dennison a WWCE 1,2, 4 certification. Nicki Kasi seconded. The vote was unanimous.

Nicki Kasi moved to issue Robert Igou a WWCI certification. Mary McElhinny seconded. The vote was unanimous.

The Board reviewed the application for Christopher Marozzi. After some discussion, John Schombert moved to deny Mr. Marozzi's application because his industrial wastewater experience is not equivalent to the experience needed for PA's wastewater certification. Michael Kyle seconded. The vote was unanimous.

Denials of Applications for Certification Renewal

There were none at this time.

Criminal History Records

No criminal history records were presented due to Security Officer being on Military leave.

Program Review

Nicki Kasi presented an overview of the internal program review completed by program staff as part of the EPA requirements for the Operator Certification Program.

Nicki provided an overview of the discussions she has had with ABC and their contractor for the delivery of online testing. Due to software restrictions, they are unable to offer all 24 examinations. Michael Kyle moved to accept this list in order of preference for delivery on-line. Mary McElhinny seconded. The vote was unanimous.

1. Wastewater:
 - a. General
 - b. Activated Sludge
 - c. Collection Systems
2. Drinking Water:
 - a. General
 - b. Conventional Filtration
 - c. Distribution
 - d. Gaseous Disinfection
 - e. Chemical Addition
 - f. Corrosion Control
 - g. Chemical Disinfection

Nicki further identified a series of recommendations for suggested improvements to the program as a result of the program review. A motion was made by Michael Kyle to approve the internal review and recommendations, in the following priority order.

1. Fix the exams
 2. Convert to LXR Software
 3. Nutrient Removal Subclass
- Finalize Board Guidelines
Promulgate Regulations

4. Develop external Program Review Process
"Credit Card" Format for licenses
ABC Online pilot is complete for now.

John Brutz seconded. The vote was unanimous.

Board Guidelines Revisions

The Board reviewed the Board Guideline revisions. A motion was made by Mary McElhinny to approve the revisions to the guidelines. John Brutz seconded. Nicki Kasi abstained from voting.

The Board Guidelines will be on the agenda for the joint meeting of the Board and Certification Program Advisory Committee (CPAC) on October 19, 2007 if the DEP internal policy review is completed in time. CPAC will be given the opportunity to review and comment on these guidelines at this meeting as part of the public participation process.

Nomination of Board Member to the Small Systems Technical Assistance Center (TAC) Advisory Board

John Brutz nominated Mary McElhinny as the representative for the TAC Board with William Ross as the alternate. Michael Kyle seconded. The vote was unanimous.

Board Secretary Report

The Board reviewed and discussed a letter from Rhonda Zellhart, Operations Manager for the Borough of Ellwood City in regards to the difficulty of the Activated Sludge exam. A motion was made by John Schombert recommending that DEP respond to the letter from Rhonda Zellhart, describing the general overview of the process that was followed to develop and evaluate this examination and to provide recommendations of additional materials that can be used to prepare for the examination. Mary McElhinny seconded. The vote was unanimous.

A request for an extension due to lack of continuing education for Daniel Smith was discussed by the Board. Mr. Smith requested an extension due to his incarceration. He was released on March 29, 2007 and his expiration date was June 30, 2007. Mr. Smith had three months to obtain nine hours of training or apply for an extension before his license expired. Michael Kyle moved to deny the request. John Schombert seconded. The vote was unanimous.

The Board requested that Cheri Sansoni answer a letter from the Ohio Environmental Protection Agency relating to reciprocity requests for David J. Merleno. Ohio was asking the Board to share copies of the examinations that Mr. Merleno passed as a condition of approving his request for reciprocity. The Board's response was to indicate that the questions used on the examinations are part of ABC's Item Bank and confidential. Ohio should contact ABC if they want to see these questions.

Old and New Business

There were none at this time.

Comments from the Public

There were none at this time.

Nicki Kasi moved to adjourn the meeting at 1:58 pm.