

**DEPARTMENT OF ENVIRONMENTAL PROTECTION
STATE BOARD FOR CERTIFICATION OF
WATER AND WASTEWATER SYSTEMS OPERATORS**

Board Meeting Minutes

August 24, 2007

Conference Call

Board Members Present

William Ross – Chaired the meeting in John Brutz's absence

John Schombert

Mary McElhinny

Michael Kyle

Nicki Kasi

Matthew Higgins

Judy Rivera, Legal Counsel

Cheri Sansoni, Board Secretary

Board Members Absent

John Brutz, Chairman

Non Board Members Present

Robert Radel, BWSFR

Janette Washington, BWSFR

John Poklemba, York Water Company

William Ross called the meeting of the State Board for Certification of Water and Wastewater Systems Operators to order at 11:35.

Approval of July 13, 2007 Minutes

Mary McElhinny made a motion to approve the July 13, 2007 minutes with a revision to page two under agenda item Program Review . Mike Kyle requested his motion be revised to read "Mike Kyle moved to accept this list in order of preference for delivery on-line examinations." John Schombert seconded the motion. The vote was unanimous.

Criminal History Records

Kevin Karmosky presented a list of seven operators with a criminal history report. John Schombert moved to approve all the records on the list. Mary McElhinny seconded the motion. The vote was unanimous.

244185 – issue a WWE4 certificate

254777 – issue a WWA1 certificate

254272 – issue a WE certificate

254588 – issue a WE certificate

211432 – issue a WWB2 and WWE4 certificate

254984 – issue WCE 7, 8, 12 certificate

245707 – issue a WWA1 certificate

Evaluation Report

Cheri Sansoni presented the evaluation report definitions with an explanation of each header. This report is generated by eFACTS as a summary of the operators who have applied for certification or an upgrade in certification. The board members requested that subclass experience be added to the evaluation report. The Board members also requested that Ms. Sansoni provide the evaluation report definitions at each Board meeting where the members are asked to take action on the list of operators applying for certification or an upgrade in certification.

New Applications, Upgrades and Reciprocity Requests

The new and upgrade applications were presented to the Board for approval. Mary McElhinny moved to issue licenses to all the new operators listed. Mike Kyle seconded the motion. The vote was unanimous. John Schombert moved to approve the list of applications for an upgrade. Mary McElhinny seconded. The vote was unanimous.

The following wastewater reciprocity application was reviewed:
Matt Higgins moved to issue Tobey Aldridge a WWA 1, 2, 3 certificate.
Mary McElhinny seconded. The vote was unanimous.

Old and New Business

Cheri Sansoni received an extension request for continuing education from Scot Fisher. Mr. Fisher was on workers compensation between October 25, 2006 to April 27, 2007 due to an automobile accident. Mr. Fisher reports he currently is not working, at the direction of his doctor. Ms. Sansoni is getting further information from Mr. Fisher for the Board to make a decision on his request for an extension. Therefore, the Board tabled the request until the next meeting.

Nicki Kasi informed the Board that there hasn't been any further progress made on the implementation of the on-line testing pilot project. Ms. Kasi will contact ABC before the next meeting to determine the status of this project.

Nicki Kasi recommended that the exam schedule for next year be changed to start in April rather than March. Subsequent months would then be June, August, October and December (through December 14). The reason she cited for the revision to the schedule is to allow sufficient time for staff and Board review of questions and examination content in order to revise the examinations for next year as needed. This shift in schedule will also avoid the problems and issues that came up with examinations scheduled in July when the state did not have a budget.

Comments from the Public

Mr. Poklembro from the York Water Company asked if there were any updates to the Certification Program. Ms. Kasi stated that the new draft Board Guidelines are going through the technical guidance review process. In addition, she has been given permission to start the process to promulgate the regulations for the program. The joint meeting with CPAC may need to be moved to December if the Board Guidelines are not ready by October.

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