

**DEPARTMENT OF ENVIRONMENTAL PROTECTION
STATE BOARD FOR CERTIFICATION OF
WATER AND WASTEWATER SYSTEMS OPERATORS
Board Meeting Minutes
October 17, 2017
10th Floor Conference Room**

Board Members Present

Joseph Swanderski, Chairman, Penn State University, Wastewater Operator
Mary Roland, PA American Water, Water Operator
Michael Kyle, Lancaster Area Sewer Authority, Employee of a Political Subdivision
Curt Steffy, Aqua PA Inc., Official of Private System
Rachel Brennan, Teacher/Professor
John Cantwell, Legal Counsel
Ed Chescattie, Bureau of Safe Drinking Water (BSDW), DEP Secretary Designee
Cheri Sansoni, Board Secretary, BSDW

Board Members Absent

John Schombert, General Public Representative

Non-Board Members Present

Bill McNamara, BSDW
David Long, BSDW
Jeff Allgyer, BSDW
Robert Digilarmo, Bureau of Clean Water (BCW)
Mary Zeigler, BSDW
Scott Sykes, BSDW
Shalini Lenka, BSDW
Hayley Jeffords, Policy Office

Mr. Swanderski called the conference call meeting of the State Board for Certification of Water and Wastewater System Operators (Board) to order at 10:01 AM.

Approval of August 17, 2017 Minutes

On page 4, under Consent Order and Agreement Review, change the second sentence to read: Following the conclusion of Executive Session, the Board determined that it will continue to receive any CO&A signed and executed by the Department and a certified operator “related to operator misconduct”. Also change last sentence to read: After discussion and review, the Board will then make a motion to “acknowledge” the terms and conditions of the CO&A. Mr. Kyle motioned to approve the August 17, 2017 minutes as amended. Ms. Roland seconded the motion. The vote was unanimous. Motion carried.

Approval of New and Upgrade Applications

Ms. Sansoni presented Ashley Noland’s initial application since it was received after the evaluation report was run. Her application, in addition to the new and upgrade applications, were presented to the Board for approval. Mr. Steffy motioned to issue licenses for all new and upgrade applications including Ms. Roland. Mr. Swanderski seconded the motion. The vote was unanimous. Motion carried.

Reciprocity Requests

Ronald Gillenardo - holds a Michigan Class A, B, C, D wastewater certification that expires January 15, 2020. He has over 20 years working at various size plants using WW1 activated sludge, WW2 fixed film, WW3 ponds and lagoons, and WWE4, collections.

The Department's recommendation is to issue a WWAE 1,2,3,4 certificates. Ms. Roland motioned to approve the reciprocity application as presented. Mr. Kyle seconded the motion. The vote was unanimous. Motion carried.

Updates to DEP's Regulatory, Technical Guidance

Ms. Hayley Jeffords from the Policy office discussed the updates to DEP's Regulatory, Technical Guidance. A brief power point was presented.

Old and New Business

Mr. Chescattie summarized how Mr. McNamara's section, along with Mr. Digilarmo's, Clean Water staff, dedicate significant amounts of time reviewing courses that are submitted for continuing education credits. All training courses go through a standardized review process. The department's objective of these reviews, is to ensure courses are designed to increase the knowledge skills and abilities of the operators; therefore, the course content must be accurate.

The Board expressed a significant concern with regulatory implementation training courses being developed and presented by non-department staff. Approved training providers are faced with an incredibly difficult task whenever they attempt to train a group regarding how the department interprets and implements regulations. The main issue is that, even with accurate written course content, audience members often ask unique system specific regulatory implementation questions during the training. It can be especially difficult for non-DEP staff to accurately answer specific regulatory implementation questions posed by the training audience. As a result, the regulated community is likely to receive inaccurate guidance which directly conflicts with the objective of continuing education; the Board discussed multiple options to address this concern.

Mr. Chescattie summarized the Board's discussion as follows: "future courses should be approved with a disclaimer that specifies *only written content was reviewed and approved as accurate for continuing education*; only department staff should be developing and delivering regulatory implementation training for continuing education; and previously approved regulatory implementation training courses should be revisited to determine what updates may be necessary".

Mr. Kyle motioned that this is an accurate summary of the Board's guidance on handling this matter. Ms. Roland seconded the motion. The vote was unanimous. Motion carried.

Criminal History Report

Ms. Sansoni, presented the review committee's recommendation for the following operator certification applicant with a Criminal History Report (CHR). Client ID 299104, in 2006 was charged with DUI, and in 2016 was charged with false swearing. The review committee agreed these charges were not related to a water or wastewater system and recommended that the Board approve certification for this applicant. Ms. Roland motioned to issue the license. Mr. Steffy seconded the motion. The vote was unanimous. Motion carried.

2018 Board Meeting Dates

The proposed 2018 Board meeting dates are: February 8, April 11, June 13, August 15, October 17, and December 12, 2018.

Board members went into executive session at 11:15 AM.

Board Secretary Report

Ms. Sansoni presented the following extension requests:

Jeff May - extension request was presented at the October 17, 2016 meeting. He is requesting an extension for medical issues. Ms. Roland motioned to approve an extension for three months or until June 30, 2018. Mr. Swanderski seconded the motion. The vote was unanimous. Motion carried.

Jeff Lucke - extension request was presented at the October 17, 2016 meeting. He is requesting an extension for medical issues. Ms. Roland motioned to approve an extension for one year or until September 30, 2018. Mr. Kyle seconded the motion. The vote was unanimous. Motion carried.

Board members came out of executive session at 11:29 AM to meet with the DEP Secretary.

DEP Secretary Patrick McDonnell

Mr. McDonnell came to meet, greet and thank the Board members.

Executive session resumed at 11:42 AM.

Ms. Sansoni presented the following extension requests:

Eric Guarrasi - extension request was presented at the October 17, 2016 meeting. He is requesting an extension for medical issues. Ms. Roland motioned to approve an extension for six months or until March 31, 2018. Mr. Swanderski seconded the motion. The vote was unanimous. Motion carried.

Walter Wachter - extension request was presented at the October 17, 2016 meeting. He had submitted a request due to extenuating circumstances. Mr. Kyle motioned to deny the extension. Ms. Roland seconded the motion. The vote was unanimous. Motion carried.

Posting of Documents on the Board's Public Participation Website

At the August 17, 2017 meeting, John Cantwell suggested that the Board consider posting CO&As, petitions, and its adjudications orders on the Board's public participation website. The Board determined that it will table this matter again until its next scheduled meeting. The Board requested providing, for their review, a specific example of how the revised web page will look, and how these posting would be referenced.

The Board requested Mr. Cantwell provide Board members, as soon as possible, a draft of the response on the Pipito matter.

Board members came out of executive session at 12:31 PM.

Comments from the Public

There were no comments from the public/no public present.

Mr. Swanderski motioned to adjourn the meeting at 12:32 PM.