

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

**Board Meeting Minutes
December 14, 2016
10th Floor Conference Room**

Board Members Present

Joseph Swanderski, Chairman
Michael Kyle
Mary Roland
John Schombert
Curt Steffy
Rachel Brennan
Ed Chescattie, Bureau of Safe Drinking Water (BSDW)
John Cantwell, Legal Counsel
Cheri Sansoni, Board Secretary, BSDW

Non Board Members Present

David Long, BSDW
Mary Zeigler, BSDW
Scott Sykes, BSDW
Shalini Lenka, BSDW
Anita Stabile, Bureau of Clean Water (BCW)
Laura Edinger, 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 10:02 AM.

Criminal History Report

Ms. Sansoni, presented the review committee's recommendation for the following operator certification applicant with a criminal history record (CHR). Client ID 329203, in 2003 charged with retail theft, 2004 charged with criminal trespassing, and possession of a controlled substance, 2005 charged with theft by unlawful taking, 2009 charged with retail theft, and in 2010 charged with theft by unlawful taking, use of drug paraphernalia, possession of a controlled substance, manufacturing of a controlled substance, and an offensive weapons felony. None of these charges were related to a water or wastewater facility, and all are more than five years old. The operator has been employed for one year and nine months at the same municipal authority and his supervisor has sent a letter of recommendation which stated that the candidate has turned his life around and has been an excellent diligent, responsible and exemplary worker. The review committee recommended that the Board approve certification for this applicant. Mr. Swanderski motioned to issue the license. Ms. Roland seconded the motion. The vote was unanimous. Motion carried.

Approval of October 13, 2016 Minutes

Mr. Kyle motioned to approve the October 13, 2016 minutes as written. Ms. Roland seconded the motion. The vote was unanimous. Motion carried.

Approval of New and Upgrade Applications

The new and upgrade applications were presented to the Board for approval. Mr. Steffy motioned to issue licenses for all new and upgrade applications. Ms. Roland seconded the motion. The vote was unanimous. Motion carried.

Reciprocity Requests

Two water and one wastewater reciprocity applications were presented to the Board for approval. Ms. Roland motioned to approve the reciprocity applications as presented. Mr. Swanderski seconded the motion. The vote was unanimous. Motion carried.

Board Secretary Report

Ms. Sansoni stated there were no issues to present for the Board Secretary Report.

Mr. Chescattie presented the Chapter 302 3-Year Regulatory Fee and Program Cost Analysis Report to the Board. The 10 page report was discussed extensively and Board members provided valuable input. Mr. Kyle questioned whether the Department could identify a specific reason(s) for the increase in revenue for the FY' 14-15. Mr. Chescattie stated that, based on available information, this increased revenue resulted from the focused effort to increase testing opportunities resulting in increased exams, certified operators, and annual service fees. He agreed to add a foot note to reflect this. The Board voted that the report content was complete and agreed with the Department's recommendation to keep the existing fee structure for the next three fiscal years. Mr. Schombert motioned to approve the report. Ms. Roland seconded the motion. The vote was unanimous. Motion carried

Old and New Business

Mr. Chescattie presented a request from DEP Secretary Patrick McDonnell to meet the Board members in person at the April 12th Board meeting. The Board agreed this would be a good opportunity to meet the acting Secretary, new Board member and new staff in the Operator Certification section. Mr. Swanderski also expressed support for in-person meetings at least a few times each year. He explained that more detailed discussion occurs during in-person meetings; therefore, as a matter of routine the Board should make a conscious effort to not allow too much time to pass without actual in-person discussion. Other Board members agreed with this assessment and suggestion.

Ms. Sansoni presented the Board with a draft of the 2017 operator exam schedule, with 24 written exams, 27 on line exams and an approximate total of 2400 exams seats. Mr. Steffy motioned to approve the 2017 exam schedule. Ms. Roland seconded the motion. The vote was unanimous. Motion carried.

Comments from the Public

There were no comments from the public.

The Board went into Executive Session at 10:58 a.m. The Board came out of executive session at 11:39 a.m.

Mr. Kyle discussed the Water Environment Federation (WEF) workgroup meeting he attended recently. They are working with Associated Board for Certification (ABC) to improve the matrix crosswalk from state to state for reciprocity.

Mr. Chescattie requested Mr. Cantwell to research what operator information is confidential and what information should or should not get posted to the public participation website. Similarly, more specific consideration should be given to what agenda items should be discussed in Executive Session.

The meeting adjourned at 11:50.