



**STATE BOARD FOR CERTIFICATION
OF SEWAGE ENFORCEMENT OFFICERS
DRAFT MINUTES | WEDNESDAY, NOVEMBER 6, 2024**

BOARD MEMBERS PRESENT

Samuel D’Alessandro (telephone) Board Chair
Gordon Sheetz (telephone) Board Vice-Chair
John Wagman (telephone) Board Member
Luke Helsel (telephone)..... Board Member
Michael Ciocco (telephone) Board Member

DEPARTMENT OF ENVIRONMENTAL PROTECTION (DEP) STAFF PRESENT

John Cantwell (telephone) Board Legal Counsel, DEP
Chloe Wilson Board Secretary, DEP
Brian Chalfant (telephone)..... DEP, Policy Office
Adam Duh..... Counsel, DEP
Richard Wright..... DEP, BCW
Janice Vollero..... DEP, BCW

CALL TO ORDER, INTRODUCTIONS, AND ATTENDANCE

The meeting was called to order by Samuel D’Alessandro, Chair, at 10:04 a.m. The meeting was held through Microsoft® Teams online, as well as in-person, in the 12th floor conference room of the Rachel Carson State Office Building, at 400 Market Street, Harrisburg, PA. A quorum was established.

APPROVAL OF PREVIOUS MEETING MINUTES (ACTION)

Chair D’Alessandro requested consideration of the September 11, 2024, draft meeting minutes.

Motion: Luke Helsel motioned to approve the minutes from September, with John Wagman seconding the motion. Motion passed unanimously.

SEO BOARD POSITIONS UPDATE

Chloe Wilson reported that Gordon Sheetz and John Wagman were reappointed by the Secretary to serve four-year terms, with a term expiration date of October 2, 2028, for Sheetz, and October 8, 2028, for Wagman.

2025 SEO CERTIFICATION EXAM AND BOARD MEETING DATES

Wilson proposed the following dates in 2025:

SEO Certification Exam: April 25, June 13, August 29, and October 24

Board Meeting: May 7, June 25, September 10, and November 5

Motion: Sheetz made a motion to approve the 2025 SEO Certification Exam schedule and Board meeting schedule, with Helsel seconding the motion. Motion passed unanimously.

CERTIFICATION OF SEWAGE ENFORCEMENT OFFICERS (ACTION)

Chair D'Alessandro requested feedback from the Board regarding the results of the Friday, October 25, 2024, SEO Certification Examination. Wilson reported that all 18 candidates who sat for exam had passed.

Motion: Wagman motioned to certify the 18 candidates who had passed the exam. Sheetz seconded the motion. Motion passed unanimously.

NEW BUSINESS

Wilson shared that there is a Troubleshooting course in development for SEO training and asked if Board members were willing to contribute photos for the course. Sheetz and Helsel will assist.

PUBLIC COMMENTS

No members of the public were present in person or on telephone. No comments were made.

ADJOURNMENT

Chair D'Alessandro called for a motion to adjourn the meeting.

Motion: Sheetz made a motion to adjourn the meeting, with Helsel seconding the motion. Motion passed unanimously. The meeting adjourned at 10:23 a.m.

NEXT MEETING

Wednesday, May 7, 2025