

**COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
STATE BOARD FOR CERTIFICATION
OF
SEWAGE ENFORCEMENT OFFICERS**

**DRAFT
MINUTES
10/31/2018**

Board Chairman Mr. Samuel D'Alessandro called a meeting of the State Board for Certification of Sewage Enforcement Officers (SEOs) to order at 10:01 a.m. on Wednesday, October 31, 2018. The teleconference meeting was held in the 11th floor conference room B of the Rachel Carson State Office Building, Harrisburg, PA.

Meeting Attendees:

Mr. Samuel D'Alessandro (telephone).....	Board Chairman
Mr. Gordon Sheetz (telephone)	Board Vice Chairman
Mr. John Wagman (telephone).....	Board Member
Mr. John Seamans (telephone)	Board Member
Mr. Galen Weibley (telephone).....	Board Member
Vacant.....	Board Secretary, DEP
Mr. John Cantwell	Board Legal Counsel, DEP
Ms. Roberta Radel	DEP, BCW
Mr. Brian Schlauderaff.....	DEP, BCW

1. Consideration of approval of the August 15, 2018, minutes – Mr. John Seamans motioned to approve the August 15, 2018, meeting minutes. Mr. Galen Weibley, seconded the motion. The vote was unanimous; motion carried.
2. Certification of new SEOs - 25 people took the exam; 21 passed and four (4) failed. Mr. Gordon Sheetz asked if any of the candidates who failed were taking the exam for the second or third time. Ms. Roberta Radel did not have that information but offered to table that response for the next meeting. Mr. Sheetz said that was not necessary. Mr. Sheetz made a motion to certify the candidates that passed the exam and Mr. Seamans seconded the motion. The vote was unanimous; motion carried.
3. Meeting dates for 2019 – Ms. Radel stated there was a change in the one exam date (May 17 to May 10) and one meeting date (May 29 to May 22). Mr. Weibley made a motion to accept the exam and meeting dates and Mr. Sheetz seconded the motion. The vote was unanimous; motion carried.
4. Appointment for Board Chairman, Vice-Chairman and Secretary for 2019 – Mr. Seamans suggested to keep the same officers unless Mr. Sheetz wanted to be Chairman. Mr. Sheetz responded that he was fine being Vice-Chairman and Mr. D'Alessandro being Chairman. Mr.

Seamans made a motion to retain Mr. D'Alessandro as Chairman and Mr. Sheetz as Vice-Chairman. Mr. Weibley seconded the motion. The vote was unanimous; motion carried. There was no candidate to vote in as the Secretary.

5. Board Secretary position update – Ms. Radel told the Board that a person has been selected to fill the DEP position that will act as the Board Secretary. Ms. Radel could not announce who it is because the selection has not yet been approved by Human Resources. She said there will definitely be a new secretary by the next board meeting. Some of the duties of this DEP position are 92A fee collection, transmittal of revenues, contracts, SEO Certification Board duties, certifications of SEOs, and working with the Clean Water Academy.
6. Update on Bureau of Clean Water's Learning Management System (Clean Water Academy) - Mr. Brian Schlauderaff stated that everything is going well and the Clean Water Academy should go live the first of the year. DEP needs to Beta test it and make sure the training providers are properly trained. DEP may ask a few SEOs and the public to test it also. The SEOs and the old courses have been uploaded to the system. We are adding the newer courses now, the ones that will be offered over the current cycle with all their course descriptions. The Clean Water Academy should make things easier; the SEOs will be able to monitor their own training and register for training all in one place.
7. Update on mandatory soils training – Mr. Schlauderaff explained that DEP wanted to offer something in November, but our SEO certification and training guidance document must be updated and go through the approval process before we can require this as a mandatory course. The guidance should be ready to present to the Sewage Advisory Committee (SAC) in December. DEP will offer the course in the Spring through Soil Hub. DEP will allow other training providers to develop a mandatory soils course similar to the old DEP Soils 109 course. Once we start offering this soils course, DEP will require any SEOs attending the academy to also take the soils course before they can sit for the SEO certification test. In addition, we propose that any existing SEO who hasn't taken the DEP Soils 109 course in the past, will have five (5) years to take the new mandatory soils course. The Soil Hub course is blended instruction, which means there is going to be a lot of online work. Mr. Schlauderaff stated he really enjoyed the online portion and that it is a great way to learn. The software allows you to go back and review the material anytime you want. The field work will be completely focused on the soil side of things. There will be an hour or two in the classroom at first going over any questions regarding the online portion of the course and some physical lab work, then soil reading over the next 8 ½ hours. Mr. D'Alessandro asked if the field work will be in various locations around the state so SEOs can get experience with the soils in their area. Mr. Schlauderaff answered yes; Soil Hub will offer 5 or 6 classes in locations where most of the SEOs who need to take the soils course are located. For example, a lot of SEOs in the southeast region have not taken this course, so DEP is going to probably offer two (2) classes there and then some in the south central and the southwest. We only have so many locations where we can offer the subsidized version of this course, but this class will continually be offered even after the subsidy. DEP will subsidize the first 100 SEOs who sign up. Soil Hub, or any other training provider offering a mandatory soils course, will determine where they will have the field work based on the area where the majority of attendees are located. DEP will be involved; at least one (1) of our soil scientist will be at every one of the field classes. There will be an exam - similar to what it used to be. The exam will be a little

subjective because it depends upon the pits; we want to give some leeway on making the limiting zone call but we haven't worked that out completely yet.

8. New Business – There was no new business.
9. Next Board Meeting – Teleconference, February 13, 2019, at 10:00 a.m., 11th Floor Conference Room B, Rachel Carson State Office Building.
10. Mr. D'Alessandro called for a motion to adjourn the meeting. Mr. Sheetz motioned to adjourn the meeting and Mr. John Wagman seconded the motion. The vote was unanimous; motion carried. The meeting adjourned at 10:20 a.m.