



**pennsylvania**

DEPARTMENT OF ENVIRONMENTAL  
PROTECTION

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

**DRAFT  
MINUTES  
September 30, 2020**

The State Board for Certification of Sewage Enforcement Officers (Board) was called to order at 10:00 a.m. on Wednesday, September 30, 2020, by Board Chair, Samuel D’Alessandro. The meeting proceeded as a quorum was present. The teleconference meeting was held via Skype for Business with participants calling in from remote locations.

Meeting Attendees:

Mr. Samuel D’Alessandro (telephone).....	Board Chair
Mr. Gordon Sheetz (telephone).....	Board Vice-Chair
Mr. John Seamans (telephone).....	Board Member
Mr. John Wagman (telephone).....	Board Member
Mr. John Cantwell.....	Board Legal Counsel, DEP
Ms. Amy Forney.....	Board Secretary, DEP
Mr. Brian Schlauderaff.....	DEP, BCW
Mr. Janice Vollero.....	DEP, BCW
Ms. Roberta Radel.....	DEP, BCW

1. Consideration for approval of the July 15, 2020, meeting minutes. Board Chair, Samuel D’Alessandro requested feedback from the Board on the contents. Board members noted no issues or problems. Vice-Chair, Gordon Sheetz, motioned to approve the minutes. Mr. John Wagman seconded the motion. The vote was unanimous. Motion carried.
2. Board Secretary, Amy Forney noted that the August SEO Certification Exam had been cancelled. Mr. Sheetz asked Ms Forney how many candidates had registered. Ms. Forney stated there were a total of four (4) registrants. Two (2) candidates were re-testing and two (2) candidates were inactive SEOs wanting to return to active status. The Board discussed concerns over candidates now having missed two opportunities to take the exam. The Board hoped there would be an exam following the PSATS SEO Precertification Academy on October 30, 2020. It was noted that there are to be at least four (4) exams annually. (Note that subsequent to this meeting, the October 30, 2020 SEO Precertification Academy was cancelled by the provider, PSATS, so no academy or certification exam occurred.)
3. Mr. D’Alessandro requested to discuss agenda item No. 5 to discuss the closing of the current SEO biennial certification cycle, effective September 30, 2020. At the time of the request, the total complete and acceptable renewals totaled 318, of the 722 currently Active SEOs. Ms. Forney stated that there are approximately 30 to 40 applications pending the receipt of course rosters for courses taken online. As of two days prior to the Board meeting, the

database showed approximately 148 additional SEOs had obtained the required continuing education units (CEU), though the Department of Environmental Protection (DEP) has not received applications and renewal fees from any of the 148. Mr. Sheetz asked if DEP had considered additional extensions for credit completion since the Spring classes had been cancelled, and opportunities throughout the summer were severely limited. Mr. Schlauderaff stated that the Department will not be extending the current cycle, and that September 30, 2020, will be the final date. DEP expressed concerns with SEOs pushing the limits of the biennial renewal. SEOs are aware and have been reminded of the need to obtain 15 CEU credits within each cycle. Including the extension granted due to COVID, SEOs have had twenty-seven (27) months to obtain the required CEUs. DEP staff noted that a number of SEOs have waited until the end of the cycle to meet their certification requirements.

4. Mr. Sheetz commented on the inclusion of the 'Draft Board positions' list provided in the Skype meeting update, which included activity on the nomination for the Local Government Position, as well as the two (2) pending reappointment positions. The Department noted that the formal request for nominee appointment and pending reappointments is in process.
5. The proposed SEO Board Bylaws were discussed. Mr. Sheetz noted that everything looked satisfactory; however, he recalled discussion from the previous Board meeting, which requested a change regarding the number of times the Board meets to four (4). Also, Mr. Sheetz noted that since the Board has been meeting via teleconference, the mention of in-person meetings in the bylaws was also to be changed. Ms. Forney stated that she would make those changes and read the revised section back to the Board. Mr. Wagman made a motion to approve the proposed bylaws with changes as final. Mr. Seamans seconded the motion. The vote was unanimous. Motion passed.
6. Chairman D'Alessandro called for any new business. Mr. Schlauderaff updated the Board on the precertification soils training course. Precertification soils courses were held at Bloomsburg on September 2<sup>nd</sup> & 3<sup>rd</sup> of 2020, at Shippensburg on September 9<sup>th</sup> & 10<sup>th</sup> of 2020, and at Indiana University of PA on September 23<sup>rd</sup> & 24<sup>th</sup> of 2020. The number of attendees was 14, 16, and 12, respectively. These courses resulted in 42 SEOs who have now completed and passed the soils course. There were approximately five (5) individuals who failed the course, and they were given the opportunity to retest on October 1, 2020, or at the next available class(es) in the Spring.

Mr. Schlauderaff updated the Board on the SEO Certification and Training Program Technical Guidance Document. Mr. Schlauderaff noted that the document is still under development but is moving through DEP's internal development and review processes.

The Board offered no new business.

7. Chairman D'Alessandro noted that the next Board meeting would be held on Wednesday, November 18, 2020 at 10 a.m. pending additional exam opportunities. Mr. Wagman motioned to adjourn. Mr. Sheetz seconded the motion. The vote was unanimous; motion carried. Meeting adjourned at 10:27 a.m.