

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

DRAFT
MINUTES
6/11/13

Board Chairman Mr. Samuel D’Alessandro called a teleconference meeting of the State Board for Certification of Sewage Enforcement Officers to order at 10:15 AM on Tuesday, June 11, 2013. The meeting was held in the 11th floor conference room B of the Rachel Carson State Office Building, Harrisburg, PA.

Meeting attendees:

Samuel D’Alessandro.....Chairman
John Seamans..... Vice Chairman
Alison Shuler.....Member
Gordon Sheetz.....Member
Janice Vollero.....DEP, Point & Non-Point Source Management
John Diehl.....DEP, Point & Non-Point Source Management
Nick Hong..... DEP, Point & Non-Point Source Management
Roberta Radel.....DEP, Point & Non-Point Source Management
Patty Hodgson.....DEP, Point & Non-Point Source Management

1. Approval of the March 19, 2013 minutes – John Seamans motioned to approve the March 19, 2013 minutes; Alison Shuler seconded. The vote was unanimous; motion carried.
2. Introduction of Staff – Roberta Radel and Patty Hodgson. Contact information for both individuals is attached.
3. Chairman, Vice Chairman and Secretary are to be voted on a yearly basis. Vote to be conducted at the July 16, 2013 meeting.
4. Voting took place for the new Secretary of the Board. Motion was made by Alison Shuler to vote Patty Hodgson as Board Secretary. Gordon Sheetz seconded the motion. Patty Hodgson’s term will run until the July 16, 2013 meeting at which time another vote will be conducted for Secretary. Sam explained that will allow simplicity for future annual voting on all three positions at the same meeting.
5. Board Secretary Responsibilities and Transition were discussed by Janice Vollero. Janice Vollero will be hands on in regard to training Patty Hodgson.

6. Certification of new SEOs – Fourteen people took the exam. Ten passed and four failed. A motion to certify was made by Gordon Sheetz and John Seamans seconded the motion. A list of these individuals is attached for your reference.
7. Training Provider Manual (Courses and Sponsors) – Nick Hong informed the Board that the Department anticipates that the revised Training Provider Manual will be in the PA Bulletin in July 2013 for public comment.
8. Status of SEO Training Program – There are eight approved sponsors and 23 approved courses. The link has been attached for your reference.
9. An attempt is going to be made to add an additional column to include the SEO's credits so it is easier for them to keep track of their own credits. This will be done until we transition to Efacts.
10. There is a Board vacancy and we are waiting for that individual to come on board before we do the reorganization. Someone has been suggested and we are waiting for the paperwork to go through.
11. New Business – A situation has come to light in regard to an SEO who is inactive, but has continued to issue permits. He renewed at the end of the June 30, 2006 cycle. He was to renew in 2008, but failed to. He went to lapsed status. On June 30, 2010 he became inactive. He has kept up on his credits. He was notified every time he was to renew. Board wants to know if this situation has every happened before? Has anyone else ever done this? Please see attached synopsis and inactive list.
12. Next Board Meeting – July 16, 2013 will be a face to face meeting.

Sam D'Alessandro motioned to adjourn the meeting; Alison Shuler and Gordon Sheetz seconded. The vote was unanimous; motion carried.