



**STATE OF MARYLAND  
BOARD OF WATERWORKS AND WASTE SYSTEMS OPERATORS  
MINUTES OF THE MEETING HELD ON:  
Thursday, May 25, 2017 At  
Wye Island NRMA, Queenstown, Maryland**

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MISSION OF THE MARYLAND BOARD OF WATERWORKS & WASTE SYSTEMS OPERATORS  
The Treatment Systems that provide drinking water for our citizens and handle the wastes generated by our daily activities play an important role in protecting Public Health and the Environment of Maryland. Through the Certification Program established by State Law, the “Board of Waterworks and Waste Systems Operators” sets the education, experience and examination standards for Operators and Superintendents who work in these vital systems.  
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**BOARD MEMBERS PRESENT**

William Shreve	Dee Settar
Joe Haxton	Dominic Deludos
Joseph Johnson	Nancy Hausrath

**PRESENT LIASONS & OTHERS**

Christine Nagle	Board Secretary
Stephanie Brown	Board Staff
Martin Fuhr	Board Staff
Pam Franks	Board Staff
Aris Evia	Board Counsel
Scott Harmon	CWEA Representative

**Guests**

Hiram Tanner	CWEA
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**Not Present**

Dr. Russell Kelley	Board Member
Noelle Anuszkiewicz	Board Member
Doug Myers	Board Member
Bruce Darner	Board Member
Jay Price	AWWA Representative
Burt Curry	WEF Representative
Karen Brandt	MCET Representative
Jack Bowen	MRWA Representative

38 **01. CALL TO ORDER**

39  
40 William Shreve, Board Chairman called the meeting to order at 10:15 A.M.  
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42 **02. AGENDA REVIEW AND ADOPTION OF PROPOSED MEETING AGENDA**

43  
44 Moved by Joe Johnson, and seconded by Nancy Hausrath to adopt the meeting agenda. Motion carried.  
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46 **A. REVIEW AND APPROVAL OF PRIOR MEETING MINUTES**

47  
48 Board Members reviewed the April 20, 2017 draft meeting minutes, and voted unanimously to approve  
49 the minutes with the necessary corrections. Moved by Joseph Johnson and seconded by Joe Haxton.  
50 Motion carried.  
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52 **03. BOARD CHAIRMAN'S COMMENTS**

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54 Board Chairman thanked everyone for attending the meeting. He relayed his regrets for not being able to  
55 attend the previous month's meeting; and expressed gratitude for a job well done. Board Chairman  
56 shared leadership lessons from the mandatory training he attended during his absence in Gettysburg; and  
57 well wishes for a happy Holiday and safe travel.  
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59 **04. SECRETARY'S REPORT**

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61 **A. Administrative Activities**

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63 1. As of March 31, 2017, appropriations for fiscal year 2017 are \$275,705, expenses are  
64 \$189,383.52, revenue is \$161,881, and the encumbrance is \$797.00.  
65 2. Superintendent Training to be held at MDE on June 16, 2017 16 people registered.  
66 3. Short Course to be held at Mount St. Mary University in Emmitsburg on June 5<sup>th</sup> through  
67 9<sup>th</sup> 2017. Martin Fuhr scheduled to Proctor Board exam on June 9 with assistance  
68 proctoring from Short Course staff.  
69 4. Report of Board staff attending the MRWA Annual Conference.  
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72 **B. Exams**

- 73 1. Please refer to Attachment A.  
74 2. Board suggested to add as an agenda item to get reports from ABC of how frequently  
75 operators are taking paper vs. Web exams. To make this a common annual practice of  
76 problem questions, broken down by category.  
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79 **05. REVIEW OF APPLICATIONS**

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81 1. **Carl Weixler** – Requesting Reciprocity from the State of Florida to gain Maryland Class 2  
82 Wastewater Collection certification. Board Staff requested verification of Mr. Weixler current  
83 Florida certification is valid. Board recommends granting experience credit pending taking the  
84 collections exam. Mr. Weixler holds an Operator Wastewater Collection Class B and C License

85 from the State of Florida Water and Pollution Control Operators Association. Board questioned if  
86 this was a State Agency. Joe Haxton motioned to grant reciprocity for C2 Wastewater Collection  
87 Operator certification pending verification of a valid certification in the State of Florida, and  
88 seconded by Dee Settar. Motion carried.

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90 **06. COMMITTEE REPORTS**

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92 **A. Training Review Committee - TRE**

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94 Board Members discussed the TRE courses which timelines had been received. Where  
95 recommended for approval. Board discussed DC Waters' Chandra Mason requests to attend  
96 future TRE meetings; to be revisited at a later date. Board recommended Neil Winner to be the  
97 representative from MDE to attend the TRE Committee meetings; and plans to discuss a Board  
98 member to chair TRE Committee. After review of CEU Plan 40 approved TRE course numbers  
99 did not match course description. Bill Shreve moved to approve those courses whose timeline had  
100 been received, and seconded by Joe Johnson. Motion carried.

101  
102 The next TRE Committee meeting will be held July 5<sup>th</sup> or July 12<sup>th</sup> 2017 TBD.

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104 **B. Magazine**

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106 There is nothing to report at this time.

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108 **07. BOARD COMMENTS- "BRAINSTORM SESSION"**

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110 **A. Revenue Generation (Changes for TRE)**

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112 Board should look at charging fees for TRE training approval to generate revenue which could  
113 help operators better navigate from outsource training. Dee Settar suggested looking at  
114 Pennsylvania model for training and certification. Chris Nagle suggested purging (TRE) courses,  
115 anything beyond 10 years and to update Sacramento courses. Nancy Hausrath suggested bringing  
116 training to the Plant for Operators to receive process training. Board discussed revisiting process  
117 questions for Wastewater Distribution Class 1 and 2 for exams; to revisit the Water side in  
118 general in an effort to make licensing more challenging.

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120 **B. Certification of Operators- Distribution Systems**

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122 Board discussed the idea of multi-layer certification, advanced Distribution and Collection  
123 training at the Short Course. Bill Shreve, Board Chairman suggested going back to all combined  
124 systems courses. Discussions of DC water combined systems courses, RE-Use systems, and study  
125 of Use of ORP. During the "Brain Storming" session, the Board discussed a plethora of issues to  
126 include: Sampler certification, transient corporations providing treatment, privately owned units  
127 and onsite treatment for disinfection combination of treatment to prevent Legionella, the Board  
128 issuing a certain license under 5 to get a Wastewater 1 as a site specific alternative treatment.  
129 Scott Harmon suggested getting a group together to further explore Distribution systems.

132 **08. ON-GOING BUSINESS**

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134 **A. APA Policy and Forms for the Board**

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136 Board Counsel reported proposed forms and his legal analysis of the Americans with Disabilities  
137 Act with respect to Board examinations. Board staff drafted forms modeled after form in use by  
138 the Association of Boards of Certification (ABC) and the Applied Measurement Professional, inc.  
139 (AMP) reasonable accommodations model. An OAG attorney familiar with the ADA has  
140 reviewed these forms and approved as legal and sufficient.

141  
142 Board discussed time and distraction free environment and criteria for reader being a reasonable  
143 accommodations, and if further decisions will be made on ADA forms. Board discussed liability  
144 and obligation of employer not to disclose information. Board Counsel presented handout with a  
145 report outlining how MDE’s Asbestos Division frequently administers an examination and  
146 presented an (SOP) for its examination process.

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148 **09. NEW BUSINESS**

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150 **Tricon**

151 Board discussed that a State exam be held at Tricon. Board staff is aware of the availability of a  
152 classroom for which the State Board of Waterworks Exam could be administered. It was  
153 determined that the space can accommodate up to 125 people Board staff will be onsite to assist  
154 with exam. Board staff to administer exam on Thursday before the conference winds down and  
155 attendees began to leave.

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157 **Exam Stats**

158 Dee Settar provided handout of stats outlining paper vs. web exam passing rate broken down by  
159 category from 2014-2016.

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161 **Professional Operator- PO**

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163 Joe Johnson inquired about the C2EP. Chris Nagle provided handout outlining the (“PO”)  
164 Professional Operator certification is the designation awarded to C2EP- certified water  
165 environment industry operators signifying they have met the most rigorous standards of their  
166 profession. To earn the (“PO”) title, operators must pass the relevant C2EP certification exam  
167 and meet specific education and job experience requirements. Board suggested the (“PO”) would  
168 not supplant MDE licensing or core regulations, and must have an existing license. Comment was  
169 made on the inability to revoke or suspend and or lesson the authority we have over the (“PO”)  
170 certification vs. the operator’s license.

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173 **10. DISCUSSION WITH BOARD LIAISONS AND GUESTS**

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175 Scott Harmon – Questioned Operator certification renewal process regarding training verification  
176 of transcripts vs. certificates; and wishes to be more active in the EARN program

179 **11. ADJOURNMENT**

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Nancy Hausrath motioned to adjourn meeting at 12:46 P.M. The next meeting will be held on **June 15, 2017 10:00 A.M. at Maryland Environmental Service, Millersville, Maryland.**

**Minutes recorded by:** Pamela Franks, Board Staff Administrative Officer

**Minutes reviewed and edited by:** Christine Nagle, Board Secretary Deputy Program Manager  
Pamela Franks, Board Staff Administrative Officer

**William Shreve**  
William Shreve, Board Chair

**Christine Nagle**  
Christine Nagle, Board Secretary

**These minutes were approved on: June 15, 2017**