



**STATE OF MARYLAND
 BOARD OF WATERWORKS AND WASTE SYSTEMS OPERATORS
 MINUTES OF THE MEETING HELD ON:
 Thursday, June 15, 2017 At
 Maryland Environmental Service, Millersville, 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.

BOARD MEMBERS PRESENT

William Shreve	Dee Settar
Joe Haxton	Dominic Deludos
Joseph Johnson	Doug Myers
Dr. Kelley	

PRESENT LIASONS & OTHERS

Jay Price	AWWA Representative
Karen Brandt	MCET Representative
Christine Nagle	Board Secretary
Stephanie Brown	Board Staff
Martin Fuhr	Board Staff
Pam Franks	Board Staff
Aris Evia	Board Counsel

Guests

Hiram Tanner	CWEA
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Not Present

Nancy Hausrath	Board Member
Noelle Anuszkiewicz	Board Member
Bruce Darner	Board Member
Burt Curry	WEF Representative
Jack Bowen	MRWA Representative
Scott Harmon	CWEA Representative

38 **01. CALL TO ORDER**

39
40 Board Chairman called the meeting to order at 10:10 A.M.

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42 **02. AGENDA REVIEW AND ADOPTION OF PROPOSED MEETING AGENDA**

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44 It was moved by Dr. Kelley and seconded by Joe Johnson to adopt the meeting agenda as amended.
45 Motion carried.

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47 **A. REVIEW AND APPROVAL OF PRIOR MEETING MINUTES**

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49 Board Members reviewed the May 25, 2017 draft meeting minutes, and voted unanimously to approve
50 the minutes with the necessary corrections. Moved by Joseph Johnson and seconded by Dr. Kelley.
51 Motion carried.

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53 **03. BOARD CHAIRMAN'S COMMENTS**

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55 Board Chairman thanked everyone for attending the meeting.

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57 **04. SECRETARY'S REPORT**

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59 **A. Report on Board's Administrative Activities**

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61 1. As of May 31, 2017, appropriations for fiscal year 2017 are \$275,705, expenses are
62 \$206,526.86, revenue is \$176,631, and the encumbrance is \$797. \$5,000 will be used for
63 the examinations ordered from ABC for the exam held at the Short Course.
64 2. Superintendent Training will be held at MDE on June 16, 2017, with 19 people registered.
65 3. An examination has been scheduled at Tri-Con at 9:00 AM. There is a 100 person limit.
66 4. The TRE Committee meeting has been rescheduled for July 12, 2017.
67 5. Board Secretary will draft an SOP for the ADA policy discussed in May's Board meeting.

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69 **B. Report on Examination Results**

- 70 1. Please refer to Attachment A.
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73 **05. REVIEW OF APPLICATIONS**

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75 1. **Victoria Geiger** – Requested Education Substitution towards her class 4 Water Treatment
76 Operator Certification. Based on her educational background, Board Staff recommended Ms.
77 Geiger be granted one year of education substitution, which would make her eligible to receive
78 her Operator's Certification on August 1, 2017. Joe Haxton motioned to approve Board Staff's
79 recommendation and seconded by Dee Settar.
80
81 2. **Michael Lewis**- Requested Experience Credit towards his class 5A Wastewater Treatment
82 Operator Certification. Mr. Lewis was previously granted education substitution for one year in
83 April 2017's Board meeting. Based on his experience regarding water testing, steam fitting, and
84 backflow prevention, as well as having at least one year experience certified as an Operator-In-

85 Training, Board Staff recommended Mr. Lewis be granted 9 months of experience credit. Joe
86 Haxton motioned to approve Board Staff's recommendation, seconded by Dee Settar.

87
88 Joe Johnson recommended revising the matrix to help maintain consistency when granting
89 experience credit or education substitution.

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91 **06. COMMITTEE REPORTS**

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

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95 CD's with training to be reviewed have been sent out to TRE Committee members. Board
96 Chairman suggested to Board Staff to move away from an individual rating sheet, to having one
97 master sheet that would mark each of the committee member's recommendation for each course,
98 and be signed by each committee member at the end of review.

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100 The TRE meeting was rescheduled to July 12, 2017.

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102 **B. Magazine**

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104 There is nothing to report at this time.

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106 **08. ON-GOING BUSINESS**

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108 **A. EARN Program**

109 Karen Brandt reviewed the basic goals of the EARN Program, and discussed the
110 accomplishments that the program has seen on test scores throughout the years.
111 Unfortunately, the money for the program runs out in December 2017.

112 The program is dealing with difficulties regarding high turn-over rates in companies, people
113 leaving the program if they pass the exam, and people changing jobs and no longer staying in the
114 industry. These difficulties are making it harder to keep classes open, and harder to keep their
115 partnerships, or to create new ones.

116
117 One suggestion on how to make the EARN Program more convenient and encouraging for
118 Temporary Operators is to have the ability to participate in the program online. Dee Settar stated
119 that many smaller municipalities do not have the man power to be able to travel for a day or more,
120 so they would not have the option to attend the Program. The online option could open up
121 more opportunities for MCET as well as those municipalities. If operators in a small
122 municipality are able to pass their exam, their community may treat them with more respect
123 which may increase their payment in the facility, and decrease turnover rate. Another idea
124 mentioned was for participants to be eligible for education substitution when completing the
125 EARN Program.

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127 The Board's main goal is to keep the EARN Program going, because during comparison with
128 OIT's who study individually, the Board saw that EARN Program participants tend to score
129 higher on the exams, than those who study on their own.

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09. NEW BUSINESS

None.

10. DISCUSSION WITH BOARD LIAISONS AND GUESTS

Karen Brandt- The new Maryland Center for Environmental Training (MCET) building is now in use, and is LEED Certified. They are able to fit 45 people in the classrooms, which is impressive given the lower amount that was capped in the older buildings. The new course schedule from July to December was sent out today and MCET is making an effort to keep the course costs the same.

Jay Price- The Short Course had 290 total participants, many of which are new to the industry. The examination was full and went smoothly, and there was an increase of people who had Distribution and Collections certifications, most likely due to the new regulation through Baltimore City.

Joe Johnson- Would like to congratulate Baltimore City on their new project involving construction of two tanks underneath Druid Hill Reservoir and creating an amphitheater, along with more construction. Jay Price mentioned that this Druid Hill Park project is the first of many that Baltimore City will be working on. The Ashburton Water Treatment Facility is the next.

Joe Johnson noted that WSSC’s Potomac Plant was given the AWWA Partnership for 5 Year Director’s Safe Water Award, honored at the ACE Conference.

11. ADJOURNMENT

Joe Johnson motioned to adjourn meeting at 11:27 A.M. The next meeting will be held on **July 20, 2017 10:00 A.M. at Maryland Department of the Environment, Baltimore, 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: July 20, 2017