



**STATE OF MARYLAND
 BOARD OF WATERWORKS AND WASTE SYSTEMS OPERATORS
 MINUTES OF THE MEETING HELD ON:
 Thursday, July 20, 2017 At
 Maryland Department of the Environment, Baltimore, 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	Nancy Hausrath
Joe Haxton	Dominic Deludos	
Joseph Johnson	Doug Myers	
Dr. Kelley	Bruce Darner	

PRESENT LIASONS & OTHERS

Jay Price	AWWA Representative
Scott Harmon	CWEA Representative
Wayne Reid	MRWA Representative
Tara Jones	MCET Representative
Christine Nagle	Board Secretary
Neil Winner	Board Staff
Stephanie Brown	Board Staff
Martin Fuhr	Board Staff

Guests

Hiram Tanner	CWEA
Clarence Quillam	Delaware

Not Present

Burt Curry	WEF Representative
Aris Evia	Board Counsel
Pam Franks	Board Staff

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01. CALL TO ORDER

Board Chairman called the meeting to order at 10:01 A.M.

02. AGENDA REVIEW AND ADOPTION OF PROPOSED MEETING AGENDA

It was moved by Nancy Hausrath and seconded by Dr. Kelley to adopt the meeting agenda as amended.
Motion carried.

A. REVIEW AND APPROVAL OF PRIOR MEETING MINUTES

Board Members reviewed the June 15, 2017 draft meeting minutes, and voted unanimously to approve the minutes with the necessary corrections. Moved by Dr. Kelley and seconded by Dominic Deludos.
Motion carried.

03. BOARD CHAIRMAN'S COMMENTS

Board Chairman thanked everyone for attending the meeting.

04. SECRETARY'S REPORT

A. Report on Board's Administrative Activities

1. As of June 30, 2017, appropriations for fiscal year 2017 are \$275,705, expenses are \$223,940.50, revenue is \$194,522, and the encumbrance is \$797. New appropriations will for fiscal year 2018 will be available by September's Board meeting.
2. The Board spent \$15,000 more than the \$25,000 allocated for FY 2017's ABC contract. The over-expenditure was due to ABC's payment plan of paying for the examinations before ordering them, not when they are sent back. Because of this, Maryland Department of the Environment (MDE) created a Sole Source Contract to pay for the \$15,000 fee modification which has to go to the Board of Public Works for review and approval. Fiscal year 2018's contract is also Sole Sourced, but for \$50,000, which should give the Board enough money to provide examinations.
3. Departmental changes have been made at MDE, specifically in the Water Management Administration (WMA). WMA is combining with Science Services Administration which creates the new Water and Science Administration.
4. Christine Nagle was promoted to Deputy Program Manager in the spring, and since then has been juggling those responsibilities as well as the responsibilities of her former Division Chief position. In order to provide some relief, as well as develop a succession plan for the other Division Chiefs, Neil Winner is now the Division Chief of the Compliance, Tracking, and Operator Certification Board Division, Nancy Reilman will be temporarily taking over Neil's position as Division Chief for the Engineering and

84 Technical Assistance Division, and Saied Kasraei will be temporarily acting as the
85 Division Chief for the Safe Drinking Water Act Implementation Division.
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88 **B. Report on Examination Results**

- 89 1. Please refer to Attachment A.
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92 **05. REVIEW OF APPLICATIONS**
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- 94 1. Dean Serman – Clarence Quillen from Tidewater Utilities, Delaware spoke on behalf of Mr.
95 Serman’s Reciprocity request. Mr. Serman requested reciprocity for a Maryland Wastewater
96 Treatment Class 5A from a Delaware Level 3 license. In 2009, Mr. Serman was denied
97 reciprocity and afterwards worked in Maryland for two years without any record of attempting
98 to obtain a Maryland Temporary Certification. Board Staff recommended denying Mr.
99 Serman’s request for reciprocity, and instead recommended he should apply for Temporary
100 Certification and take the certification examination. Nancy Hausrath moved to accept Board
101 Staff’s recommendation and was seconded by Dominic Deludos.
102 Neil Winner recommended that the applicant should submit a breakdown of the facility’s
103 point system score in Delaware’s Division of Water Regulations in order to compare
104 Delaware’s treatment processes with the State of Maryland’s certification regulations.
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- 106 2. Christian Volk- Requested reciprocity for a Maryland Water Treatment Class 4 certification.
107 He held Water Treatment Grades 3, 5 and Distribution System Operator licenses from
108 Indiana. Board Staff recommended Mr. Volk be granted the Maryland Class 4 Water
109 Treatment Operator’s Certification. The Board modified Board Staff’s recommendation to
110 state the reciprocity was granted “...based on his Indiana Water Treatment 5 Operator’s
111 license.” Nancy Hausrath moved to accept amended Board Staff’s recommendation and was
112 seconded by Joe Haxton.
113
- 114 3. Corey Bachtell – Requested Education Substitution for his full Class 4 Water Treatment
115 Certification. Mr. Batchell has held his Temporary Water Treatment class 4 certification since
116 August 2015 and has taken 30 credits of math and science from Southern Technical
117 Community College in Fort Myers, Florida. Board Staff recommended to grant Mr. Batchell
118 one year of education substitution which would make him eligible to receive his Operator’s
119 Certification August 1, 2017. Joe Haxton moved to accept Board Staff’s recommendation and
120 was seconded by Bruce Darner. Nancy Hausrath abstained from voting because Mr. Bachtell
121 is a Hagerstown employee.
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123 **06. COMMITTEE REPORTS**
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125 **A. Training Review Committee - TRE**
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- 127 1. The TRE Committee met on July 12, 2017 to review the training. This meeting was the first
128 time that the training was sent and reviewed electronically. The TRE Committee provided the
129 Board Staff with ideas on how to improve it, but was otherwise pleased with the format.
130

- 131 2. The TRE Committee reviewed the updated Application for Training Approval and made a
132 motion to accept the amended form for future training submissions. The Board reviewed the
133 form and provided helpful ideas to further improve it.
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- 135 3. Discussion of Credit for Webinars - The topic of accepting webinars as a Board-Approved
136 Training came up at the TRE Meeting, and was brought to the Board for further discussion.
137 The concern about accountability and proof of attendance was the main reason the Board
138 voted against accepting webinars as continuing education. The motion was made by Nancy
139 Hausrath and was seconded by Joe Haxton.
140
- 141 4. Assignment of TRE Numbers – Delaware Technical Community College recently submitted
142 courses of the same content and instructor as Maryland Center for Environmental Training.
143 The discussion was about what course number should be assigned to the new course. Neil
144 Winner suggested that if another organization would like to teach a course with an already
145 assigned TRE number, that organization would be required to submit documentation to the
146 Board notifying them that they are presenting the same course, and explaining any changes
147 they would make to it. Board asked staff to review and make a recommendation at the next
148 Board meeting.
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- 150 5. Scott Harmon has created a subcommittee to determine Process and Non-Process rules for the
151 certifications that currently do not require any Process-related training.
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- 153 6. Nancy Hausrath moved to accept TRE report as amended and was seconded by Dominic
154 Deludos. Any member that is employed at any organizations that submitted training abstained
155 from voting.
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157 **08. ON-GOING BUSINESS**

158 None
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160 **09. NEW BUSINESS**

- 161 1. ABC Professional Operator Certification- There is a program that is offered by ABC to certify
162 Operators. This program is not accepted in Maryland, however the Board discussed granting
163 experience credit or reciprocity to those who completed the program. Another incentive that
164 was raised included getting the program Board-Approved for Operators to obtain credit
165 towards their continuing education requirements.
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169 **10. DISCUSSION WITH BOARD LIAISONS AND GUESTS**

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171 Wayne Reed – EPA has withheld grant funding for training at Maryland Rural Water Association,
172 so they will not be holding training until the funding is released. Courses for Wastewater
173 Treatment are not in the new grant, so once MRWA receives funding, they will have classes that
174 cover both wastewater and water treatment concepts and processes.
175

176 Jay Price- On August 5, 2017, there will be a volunteer clean-up day so the CWEA committee can
177 raise funds. For anyone who is interested, they may contact Rachel Ellis. Tri-Con will be held

178 August 29, 2017 through September 1, 2017 at Ocean City. There will be a Certification Exam at
179 the conference on Thursday, August 31st at 9:00 AM. There will be a course on Legionella on
180 Tuesday and there will be two full days of Process-specific training. Bill Shreve commented that
181 he would like to see Board Staff attend, as the conference is a great opportunity for furthering
182 their knowledge of the industry.

183
184 Bruce Darner- WWOA submitted a letter to the Board in opposition of charging fees for the
185 submission of Training Courses to get Board-Approval.

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187 Tara Jones – Is still working with the EARN Program and working on developing MCET’s spring
188 courses of 2018. She offered for anyone to contact her to request a course of interest or specific
189 locations to hold the courses.

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191 **11. ADJOURNMENT**

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193 Nancy Hausrath moved to adjourn meeting at 12:12 P.M. The next meeting will be held on
194 **September 21, 2017 10:00 A.M. at Back River WWTP, Baltimore, Maryland.**

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

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198 **Minutes reviewed and edited by:** Neil Winner, Division Chief, WSA
199 Pamela Franks, Board Staff Administrative Officer

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201 **William Shreve**
202 William Shreve, Board Chair

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204 **Christine Nagle**
205 Christine Nagle, Board Secretary

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208 **These minutes were approved on: September 21, 2017**
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