



**STATE OF MARYLAND  
 BOARD OF WATERWORKS AND WASTE SYSTEMS OPERATORS  
 MINUTES OF THE MEETING HELD ON:  
 Thursday, November 15, 2018 At  
 Howard County Bureau of Utilities, Columbia, MD**

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 3 MISSION OF THE MARYLAND BOARD OF WATERWORKS & WASTE SYSTEMS OPERATORS  
 4 The Treatment Systems that provide drinking water for our citizens and handle the wastes generated by  
 5 our daily activities play an important role in protecting Public Health and the Environment of Maryland.  
 6 Through the Certification Program established by State Law, the “Board of Waterworks and Waste  
 7 Systems Operators” sets the education, experience and examination standards for Operators and  
 8 Superintendents who work in these vital systems.  
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10 **BOARD MEMBERS PRESENT**  
 William Shreve                      Joseph Johnson  
 Bruce Darner                        Nancy Hausrath (via  
 Dee Settar                              conference call)

11 **LIASONS & STAFF PRESENT**  
 12 Neil Winner                            Board Staff  
 13 Stephanie Brown                      Board Staff  
 14 Martin Fuhr                            Board Staff  
 15 Pam Franks                             Board Staff  
 16 Matthew Clagett                      Board Counsel  
 17 Scott Harmon                         CWEA Liaison  
 18 Jay Price                                AWWA Liaison

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 20 **Guests**  
 21 Partha Tallapragada                    MES - Pending Board Member  
 22 Greg Wilkinson                        MES

23  
 24 **Not Present**  
 25 Dominic Deludos                      Board Member  
 26 Dr. Russell Kelley                    Board Member  
 27 Joe Haxton                             Board Member  
 28 Jack Bowen                             MRWA Liaison  
 29 Hiram Tanner                         CWEA Liaison  
 30 Karen Brandt                         MCET Liaison

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 33 **01. CALL TO ORDER**  
 34 Board Chair called the meeting to order at 10:26 AM.

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 36 **02. AGENDA REVIEW AND ADOPTION OF PROPOSED MEETING AGENDA**  
 37 It was moved by Joseph Johnson and seconded by Bruce Darner to adopt the proposed meeting agenda as  
 38 amended. Motion carried.

39 **03. REVIEW AND APPROVAL OF PRIOR MEETING MINUTES**

40 Board Members reviewed the September 20, 2018 draft meeting minutes. After review, it was moved by  
41 Bruce Darner and seconded by Dee Settar to approve the minutes, as amended with the necessary  
42 corrections completed. Motion carried.

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44 **04. BOARD CHAIRMAN’S COMMENTS**

45 Board Chairman thanked Board Members and Liaisons for attending today’s Meeting; introduced and  
46 welcomed Matthew Clagett, Counsel from the Office of the Attorney General.

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48 **05. SECRETARY’S REPORT**

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50 **A. Report on Board’s Administrative Activities**

51 As of October 31, 2018, appropriations for fiscal year 2019 are \$270,893.00. Expenses are  
52 \$66,964.08, revenue is \$65,782.00 and the encumbrance is \$3,686.00. Neil Winner gave a  
53 breakdown of appropriations and expenses for fiscal year 2015 through 2018 YTD.

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55 **B. Sunset Review**

56 Neil Winner outlined process of preliminary evaluation report due next month for the  
57 Sunset Review.

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59 **C. Report on Examination Results**

- 60 1. Please refer to Attachment A.  
61 2. The Board staff gave year to date percentages of Operators taking exams stating an  
62 overall 47.69% pass rate for the month of September and 40.35% for the month of  
63 October 2018. A total of 776 Operators took Operator exams YTD.

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65 **06. REVIEW OF APPLICATIONS**

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67 **Education Substitution**

- 68 1.) William Mapes: Requested Education Substitution for his Class 5A Wastewater Treatment  
69 Operator Certification. Board Staff recommended granting Mr. Mapes 12 months of  
70 Education Substitution for his Class 5A Wastewater Treatment Operator Certification. Nancy  
71 Hausrath moved to accept Board Staff’s recommendation and seconded by Dee Settar. Joseph  
72 Johnson abstained from voting. Motion carried.
- 73  
74 2.) Trevor Irvine: Requested Education Substitution for his Class 4 Water Treatment Operator  
75 Certification. Board Staff recommended granting Mr. Irvine 12 months of Education  
76 Substitution for his Class 4 Water Treatment Operator Certification. Nancy Hausrath moved  
77 to accept Board Staff’s recommendation and seconded by Joseph Johnson. Motion carried.
- 78  
79 3.) Sophia Oberton: Requested Education Substitution for her Class 4 Water Treatment Operator  
80 Certification. Board Staff recommended granting Ms. Oberton 6 months of Education  
81 Substitution toward her Class 4 Water Treatment Operator Certification. Bruce Darner moved  
82 to accept Board Staff’s recommendation and seconded by Joseph Johnson. Motion carried.

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85 **Experience Credit**

- 86 1.) Ayite Amegnikin: Requested Experience Credit toward his Class 4 Water Treatment  
87 Operator Certification. Board Staff recommended granting him one year and 5 months of  
88 Experience Credit. Joseph Johnson moved to accept Board Staff’s recommendation and  
89 seconded by Bruce Darner. Motion carried.  
90
- 91 2.) Olutoyin Adedapo: Requested Experience Credit toward his Class 5A Wastewater Treatment  
92 Operator Certification. Board Staff recommended granting him 3 months of Experience  
93 Credit. Board denied Board Staff’s recommendation because the relevant experience did not  
94 total an amount that the Board could give credit to. Dee Settar moved to not accept the request  
95 for Experience Credit and seconded by Joseph Johnson. Motion carried.  
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- 97 3.) Zachary Sloane: Requested Experience Credit for his Class 4 Water Treatment Operator  
98 Certification. Board Staff recommended granting him 24 months of Experience Credit. Joseph  
99 Johnson moved to accept Board Staff’s recommendation and seconded by Nancy Hausrath.  
100 Motion carried.  
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### Reciprocity

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- 103 1.) Michael Funk: Requested Reciprocity from Delaware to be a Maryland Class 5A Wastewater  
104 Treatment Operator. Board Staff recommended Mr. Funk be granted Reciprocity for the MD  
105 Wastewater Treatment Class 5 Operator Certification. Since he does not have experience with  
106 advanced treatment using Enhanced Nutrient Removal (ENR) technology, Board Staff  
107 recommended that he hold his current MD Temporary Operator-In-Training Class A  
108 Wastewater Treatment Certification for one year, after which he may apply for Experience  
109 Credit toward his Class A Wastewater Treatment Operator Certification. Dee Settar moved to  
110 accept Board Staff’s recommendation and seconded by Joseph Johnson. Motion carried.  
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- 112 2.) James Bridges: Requested Reciprocity from Pennsylvania to be a Maryland Class 5A  
113 Wastewater Treatment Operator. Board Staff recommended Mr. Bridges be granted  
114 Reciprocity for the Maryland Class 5A Wastewater Treatment Operator Certification after his  
115 employer submits verification of his employment that he listed in his request. Joseph Johnson  
116 moved to accept Board Staff’s recommendation and seconded by Bruce Darner. Motion  
117 carried.  
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## 07. COMMITTEE REPORTS

### A. Training Review and Evaluation (TRE) Committee

121 Board Staff presented two training approval requests to the Board for review and approval.  
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- 124 1.) “Membrane Technology is not New to the Mid-Atlantic Region” from American  
125 Membrane Technology Association, course code: 6431-18-10-C, 10 credits, Process, All  
126 Operators.  
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- 128 2.) “Investing in Infrastructure Resilience Webinar Series” from Cadmus (US EPA  
129 contractor), course code: 6432-18-10, 3 credits max., Non-Process, All Operators and  
130 Superintendents.  
131 Joseph Johnson moved to accept the courses’ recommendations, and seconded by Bruce  
132 Darner. Motion carried.

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**08. ON-GOING BUSINESS**

**A. Operator Certification Process**

The Board discussed the potential use of ABC (Association of Boards of Certification) standardized exams and the process that would be required for adopting ABC’s standardized exams and need-to-know prescriptions. Neil Winner discussed possible future requirements for operators to obtain certification for Supplemental Disinfection water treatment. The criteria for obtaining temporary class 5 Water Treatment certification, implementing a Water Treatment Class 5 exam, and renewal requirements were discussed. In the interim these operators would need a Class 1 certification for disinfection.

**09. NEW BUSINESS**

**A. ABC Exams-Operator Certification Process Operator Exam Venues for 2019**

Board staff discussed looking into partnership opportunities with community colleges and MES as future sites to host Web based Exams in the upcoming 2019 Exam schedule. Board staff will check into space availability and fees. New standardized Exams will be released in February / March 2019 from ABC.

**B. Internal / External Survey Review**

Board staff discussed looking into utilizing the survey monkey tool to capture statistics and feedback for enhancements of Operator information available for website. Email will be sent out in three weeks to gauge the type of training that is needed for Operators.

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

A. Bruce Darner - WWOA reported one thousand, three hundred in attendance at the Tri-Con conference.

**11. ADJOURNMENT**

Bruce Darner moved to adjourn the meeting at 12:30 P.M. The next meeting will be held on **December 13, 2018, 10:00 A.M., at Back River Wastewater Treatment Plant, Baltimore, MD, 21224.**