



**STATE OF MARYLAND  
BOARD OF WATERWORKS AND WASTE SYSTEMS OPERATORS  
MINUTES OF THE MEETING HELD ON:  
Thursday, March 14, 2019 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  
Dee Settar                              Dominic Deludos  
Joe Haxton                              Bruce Darner

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12 **LIASONS & STAFF PRESENT**  
13 Hiram Tanner                              Board Member Nominee  
14 Christine Nagle                              Board Secretary  
15 Partha Tallapragada                              Board Member Nominee  
16 Scott Harmon                              CWEA Liaison  
17 Neil Winner                              Board Staff  
18 Stephanie Brown                              Board Staff  
19 Martin Fuhr                              Board Staff  
20 Lynn Angotti                              Board Counsel  
21 Laura Mayberry                              Board Counsel  
22 Andrea Ryon (in place of Karen Brandt)                              MCET Liaison

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24 **Not Present**  
25 Nancy Hausrath                              Board Member  
26 Dr. Russell Kelley                              Board Member  
27 Jack Bowen                              MRWA Liaison  
28 Karen Brandt                              MCET Liaison  
29 Jay Price                              AWWA Liaison  
30 Pam Franks                              Board Staff

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32 **01. CALL TO ORDER**  
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34 Board Chair called the meeting to order at 10:03 AM.

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36 **02. REVIEW AND ADOPTION OF PROPOSED MEETING AGENDA**  
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38 It was moved by Joseph Johnson and seconded by Dee Settar to adopt the proposed meeting agenda.  
39 Motion carried.

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

Board Members reviewed the February 14, 2019 draft meeting minutes. After review, it was moved by Dee Settar and seconded by Joseph Johnson to approve the minutes as amended. Motion carried.

**04. BOARD CHAIR’S COMMENTS**

Board Chair thanked Board Members and Liaisons for attending today’s meeting. The Board Members and liaisons introduced themselves for the new Board Counsel, Laura Mayberry. Board Chair reminded the Board Members to complete and submit the Financial Disclosure form, due April 30, 2019.

**05. SECRETARY’S REPORT**

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

Neil Winner reported that as of February 29, 2019, appropriations for fiscal year 2019 are \$270,893.00, expenses are \$142,159.26, revenue is \$126,837.00, and the encumbrance is \$3,270.00.

**B. Report on Examination Results**

1. Please refer to Attachment A.
2. Board Staff discussed the examination statistics for the month of February, 2019. There were only 38 total exams taken in February, as the February 20 exam was postponed due to snow. There was an overall pass rate of 50%. Nine operators sat for the paper water exams, scoring a pass rate of 78%. Seven operators sat for the online (AMP) water exams, scoring a pass rate of 57%. In February, ten operators sat for the paper wastewater and industrial wastewater exams, scoring a pass rate of 30%. Twelve people sat for the online (AMP) wastewater and industrial wastewater exams, scoring a pass rate of 42%.
3. Implementing regional training to assist operators who struggle with the exams was discussed. Board Chair recommended tracking where the operators are working to understand where more specified training needs to be offered.

**C. Sunset Review**

Board Counsel discussed the review of the recommendation letter from the Department of Legislative Services (DLS) regarding the Final Preliminary Evaluation Report that was submitted to MDE.

**D. Board Appointments**

Neil Winner and Board Secretary discussed Board Appointments for the vacant positions and who they need to go through to get approved. The MES and County Representatives get appointed by the Governor and the Member at Large is to be appointed by the MDE Secretary.

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**06. REVIEW OF APPLICATIONS**

**A. Education Substitution**

1. David Hughes – Requested Education Substitution for his Class 4 Water Treatment operator certification. Board Staff recommended granting Mr. Hughes twelve months of Education Substitution towards fulfilling the operator certification’s experience requirement. It was moved by Joseph Johnson and seconded by Bruce Darnier to accept Board Staff’s recommendation.

**B. Experience Credit**

1. Asher Budka - Requested Experience Credit for his Class 1 Water Distribution operator certification. Board Staff recommended granting Mr. Budka twelve months of Experience Credit towards fulfilling the operator certification’s experience requirement. It was moved by Joe Haxton and seconded by Joseph Johnson to accept Board Staff’s recommendation.

**07. COMMITTEE REPORTS**

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

1. On March 6, 2019, the TRE Committee met to review and discuss the incoming training requests. There were two sponsors that put on the same course and the TRE Committee discussed having the two courses share the same number. It was decided at the Board Meeting that when there is two or more courses of the same content and instructor, but different sponsors, they will share the same TRE number. This will help to minimize the possibility of an operator taking the same class with two different numbers twice within the same renewal period.
2. Board Members expressed concern about approving training courses that were submitted or sponsored by their employee or employer, as it could look like a conflict of interest depending on how they voted. The Board agreed to vote on the approval of TRE courses, including the abstentions of any Board members, to avoid any appearance of a conflict of interest.
3. After reviewing the course recommendation from the TRE Committee, it was moved by Joe Haxton and seconded by Dominic Deludos to approve the TRE Committee’s recommendations as amended. The Board Members all abstained from voting on courses where there may be an appearance of a conflict of interest.

**08. ON-GOING BUSINESS**

**A. Operator Certification Process**

Neil Winner presented the outline of the new Water Treatment Class 5 – Supplemental Disinfection exam. There will be 50 short answer questions taken from ABC, and four essay questions similar to the other site specific exams.

**B. CY 2017 Maryland Operator Certification Report to EPA**

Dee Settar presented the operator certification report survey beginning on the first week in December 2018. 797 emails from Board’s database were sent, 613 of those emails were

138 received, and only 58 responses were submitted back to the Board. The survey consisted of  
139 thirteen questions with topics including the operators' experiences with understanding the  
140 certification requirements, Board Staff and MDE website interaction, and training  
141 information availability.  
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## 143 **09. NEW BUSINESS**

### 144 **A. None to Report**

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

146 Scott Harmon – On March 21, 2019 there will be an upcoming CWEA webinar discussing  
147 Biosolids Technologies. The annual CWEA spring meeting will be held on May 9, 2019 at the  
148 Walden Country Club in Crofton, MD. The Short Course brochure will be completed by the end  
149 of this month.

150 Bruce Darner – WWOA will be hosting two Maryland Center for Environmental Training  
151 classes on April 16, 2019. WWOA encourages the Board to start scheduling examinations near  
152 training events to harness a better relationship between the Board and the state organizations.  
153 Lastly, WWOA will begin drawing for Short Course Scholarships beginning next week.  
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## 155 **11. ADJOURNMENT**

156 Joseph Johnson moved to adjourn the meeting at 11:48 AM. The next meeting will be held on **April 18,**  
157 **2019, 10:00 A.M., at Maryland Environmental Service (Main Conference Room), Millersville, MD,**  
158 **21108.**  
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