



STATE OF MARYLAND
BOARD OF WATERWORKS AND WASTE SYSTEMS OPERATORS
MINUTES OF THE MEETING HELD ON:
Thursday, January 17, 2019 At
MDE- Maryland Department of the Environment, Baltimore, 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.

9 *****

10 **BOARD MEMBERS PRESENT**

William Shreve	Joseph Johnson
Bruce Darner	Dominic Deludos
Dee Settar	

11
12 **LIASONS & STAFF PRESENT**

13 Neil Winner	Board Staff
14 Pam Franks	Board Staff
15 Stephanie Brown	Board Staff
16 Martin Fuhr	Board Staff
17 Jay Price	AWWA Liaison
18 Lynn Angotti	Board Counsel

19
20 **Guests**

21 Greg Wilkinson	MES - Maryland Environmental Service
22 Jack Hughes	MDE - Water Supply Program
23 Elaine Nolen	MDE - Board of Well Drillers
24 Shailaja Polasi	MDE - WMA Compliance Program
25 Anand Parikh	OAG - Office of the Attorney General

26
27 **Not Present**

28 Dr. Russell Kelley	Board Member
29 Joe Haxton	Board Member
30 Nancy Hausrath	Board Member
31 Jack Bowen	MRWA Liaison
32 Hiram Tanner	CWEA Liaison
33 Karen Brandt	MCET Liaison
34 Scott Harmon	CWEA Liaison

35
36 **01. CALL TO ORDER**

37
38 Board Chair called the meeting to order at 10:05 AM.

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

41
42 Neil Winner requested to move agenda item (H.-B.) Ongoing Business – ADA Accommodation Request
43 to the beginning of Board meeting. It was moved by Dee Settar and seconded by Joseph Johnson to
44 approve the agenda as amended, and to move meeting into closed session to discuss confidential issues
45 and seek legal advice in reference to item (H.-B.) ADA Accommodation Request, according to Articles 2
46 and 7 under the Open Meetings Act. All in favor, motion carried. Meeting closed at 10:10 AM. The
47 closed session was attended by Board members, staff, and Counsel. Actions taken are still under review
48 and will be followed up next meeting. It was moved by Joseph Johnson and seconded by Dee Settar to
49 end closed session meeting at 10:43 AM and continue open meeting according to the approved meeting
50 agenda as amended. All in favor, motion carried.

51
52 **03. REVIEW AND APPROVAL OF PRIOR MEETING MINUTES**

53
54 Board Members reviewed the December 13, 2018 draft meeting minutes. After review, it was moved by
55 Joseph Johnson and seconded by Bruce Darner to approve the minutes. Motion carried.

56
57 **04. BOARD CHAIR’S COMMENTS**

58
59 Board Chair gave well wishes for the New Year; thanked Board Members, Liaisons, and Guests for
60 attending today’s meeting; introduced and welcomed Anand Parikh, Assistant Attorney General, from
61 Maryland Office of the Attorney General.

62
63 **05. SECRETARY’S REPORT**

64
65 **A. Report on Board’s Administrative Activities**

66 Neil Winner reported that as of December 31, 2018, appropriations for fiscal year 2019 are
67 \$270,893.00, expenses are \$100,011.37, revenue is \$95,210.00, and the encumbrance is
68 \$3,686.00. Jack Hughes from MDE Water Supply Program, who oversees and manages
69 the budget and grants, presented the agency budget summary financial report for the Board
70 of Waterworks and Waste System Operators for the quarter ending December 31, 2018.

71
72 **B. Report on Examination Results**

- 73 1. Please refer to Attachment A.
74
75 2. Board Staff discussed the examination statistics for the month of December 2018.
76 There were 55 total exams taken in December, with an overall pass rate of 30.91% and
77 892 exams for CY 2018. Eleven people sat for the paper water exams, scoring an
78 overall pass rate of 27%. Four people sat for the online (AMP) water exams, scoring an
79 overall pass rate of 20%. In December, nine people sat for the web-based exam at
80 MDE, scoring an overall pass rate of 44%. Twelve people sat for the paper wastewater
81 and industrial wastewater exams, scoring an overall pass rate of 17%. Ten people sat
82 for the online (AMP) wastewater and industrial wastewater exams, scoring an overall
83 pass rate of 40%. Nine people sat for the December web-based wastewater and
84 industrial wastewater exams, scoring an overall pass rate of 33%.

85
86 **C. Sunset Review**

87 Neil Winner presented the Department of Legislative Services (DLS) Final Preliminary
88 Evaluation Report and discussed the recommendations made by DLS in the report. DLS

89 recommendations included: waive from full evaluation; extend termination date by 10
90 years to July 1, 2031; require preliminary evaluation by December 15, 2028; and, amend
91 statute to require fees established by the Board to raise sufficient revenue to cover the
92 Board's operating costs. Finally, DLS recommended that the Board coordinate with MDE's
93 Office of Information Management and Technology on an upgrade of the Board's outdated
94 database.

95
96 **D. Board Appointments**

97 Neil Winner reported that he has not received any notification or update about the 3
98 pending appointment applications sent to the Governor. The Board decided that, if by the
99 February 2019 meeting there have been no updates, then a letter should be composed and
100 sent to the Governor's Office formally requesting a status update.

101
102 **06. REVIEW OF APPLICATIONS**

103
104 **A. Reciprocity**

- 105
106 1. Jared Brantner – Requested Reciprocity from Pennsylvania to obtain a MD Class 4
107 Water Treatment operator certification and MD Class 5A Wastewater Treatment
108 operator certification. Mr. Brantner previously held certifications in Maryland that
109 expired in 2014. Board Staff recommended Mr. Brantner be granted Reciprocity for
110 the Class 5A Wastewater Treatment operator certification and that he apply for the
111 Class 4 Water Treatment Temporary Operator-In-Training certification, take & pass
112 the exam, and then apply for Experience Credit. Board moved to grant Mr. Brantner
113 Reciprocity for the Class 5 Wastewater Treatment operator certification, however it
114 denied Reciprocity for the Class A Wastewater Treatment and Class 4 Water
115 Treatment operator certifications, requiring him to submit an Application for
116 Temporary Certification, take and pass both exams, and apply for Experience Credit.
117 It was so moved by Joseph Johnson and seconded by Bruce Darner. Motion carried.
118
- 119 2. Ryan Pahl – Requested Reciprocity from Arizona to obtain a MD Class 1 Water
120 Distribution operator certification. Board Staff recommended he be granted
121 Reciprocity for the Class 1 Water Distribution operator certification. It was moved by
122 Dee Settar and seconded by Bruce Darner to accept Board Staff's recommendation.
123 Joseph Johnson abstained from voting because the Reciprocity request involved a
124 WSSC contract. Motion carried.
125

126 **B. Education Substitution**

- 127
128 1. Ayite Amegnikin – Requested Education Substitution toward the experience
129 requirements of his Class 4 Water Treatment operator certification. Board Staff
130 recommended he be granted 12 months of Education Substitution. It was moved by
131 Joseph Johnson and seconded by Dee Settar to accept Board Staff's recommendation.
132 Motion carried.
133

134 **C. Examination Classification Versus Certification Classification**

- 135
136 1. Board Staff received an inquiry about whether a Class 2 Water Treatment Operator-
137 in-Training can take a Class 4 Water Treatment examination and have that count

138 towards their certification renewal requirement. After consulting with the
139 regulations, the Board determined that the Operator-In-Training must take the exam
140 within the same category and class of the certification they hold in order to renew
141 and/or obtain operator certification.

142 **07. COMMITTEE REPORTS**

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

144
145 The Board reviewed the TRE requests that were postponed from the December 2018
146 meeting. Joseph Johnson moved to approve the TRE requests as amended and was
147 seconded by Bruce Darner. Motion carried.
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149

150 **08. ON-GOING BUSINESS**

151 **A. Operator Certification Process**

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153 The Board's water and wastewater exam review committees' review of ABC (Association
154 of Board Certification) 2019 Standardized Exams is still pending and exams should be
155 available in March or April of this year.
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157

158 **09. NEW BUSINESS**

159 **A. ADA Request for Accommodation**

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161 Board Counsel will assist with standardized letter for accommodations; discussed legal
162 requirements noted under the ADA reasonable accommodations policy; and procedure to
163 follow when Board receives an official ADA request for examination accommodations.
164 Neil Winner will contact Paul Bishop from ABC to see what reasonable accommodations
165 are given for examinations in other states or jurisdictions.
166
167

168 Anand Parikh, ADA Counsel for the Office of the Attorney General explained that the
169 subject matter should be noted in the regulations regarding comprehension deficiencies; he
170 would like to see how other states are executing special accommodations, that all requests
171 should be reviewed by Christine, Nagle Board Secretary. Board Counsel suggested we
172 model the Board's policy after the statewide ADA Policy, and to research (DLLR)
173 Department of Labor Licensing and Regulations website.
174

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

- 176
177 A. Bruce Darner - WWOA introduced its Budget and training session scheduled for January
178 23, 2019 at Concord Shores.
179
180 B. Jay Price -WSSC informed the Board that this would be the last year the Short Course
181 would be held at St. Mary's College. Beginning next year (2020) the Short Course will go
182 back to Washington College. He reported that 282 people attended the conference last
183 year and 178 took a certification exam. He also informed the Board that MCET's training
184 booklet has a typo for the date of the Short Course, and to refer to the website for the
185 correct date and schedules. They are prepared to accommodate 200 people to take the
186 certification exam at the Short Course this year.

187

188 **11. ADJOURNMENT**

189

190 Joseph Johnson moved to adjourn the meeting at 1:02 P.M. The next meeting will be held on **February**
191 **14, 2019, 10:00 A.M., at Back River Wastewater Treatment Plant, Baltimore, MD, 21224.**