



**STATE OF MARYLAND
BOARD OF WATERWORKS AND WASTE SYSTEMS OPERATORS
MINUTES OF THE MEETING HELD ON:
Thursday, January 16, 2020 At 10:00 A.M
Maryland Department of the Environment (MDE), Baltimore, MD, 21230**

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	Joseph Johnson
Dee Settarr	Bruce Darner
Nancy Hausrath	Dominic Deludos
	Jay Price

LIASONS, GUEST & STAFF PRESENT

Martin Fuhr	Board Staff
Pam Franks	Board Staff
Scott Harmon	MRWA Liaison-Board Member Nominee
Hiram Tanner	Board Member Nominee
Partha Tallapragada	Board Member Nominee
Laura Mayberry	Board Counsel
Jennifer Bowman	Board Counsel- Liaison

Not Present

Sue Houghton	MRWA Liaison
Neil Winner	Board Secretary- (Retired) December 31, 2019
Karen Brandt	MCET Liaison

01. CALL TO ORDER

Board Chair called the meeting to order at 10:10 AM. Introductions of Board Members, Staff and Guests.

02. REVIEW AND ADOPTION OF PROPOSED MEETING AGENDA

It was moved by Nancy Hausrath and seconded by Dominic Deludos to adopt the proposed meeting agenda as written. Motion carried.

03. REVIEW AND APPROVAL OF PRIOR MEETING MINUTES

Board Members reviewed the December 19, 2019 draft meeting minutes. After review, it was moved by

Nancy Hausrath and seconded by Bruce Darner to approve the minutes as amended. Motion carried.

04. BOARD CHAIR'S COMMENTS

Board Chairman thanked Board Members and Liaisons for attending today's meeting.

05. SECRETARY'S REPORT

A. Board Chair

1. Bill Shreve discussed working closely with Dinorah Dalmasy, the Manager of the Integrated Water Planning Program, Water and Science Administration at (MDE) Maryland Department of the Environment. Board Chair suggested putting a committee together to oversee vacancies and certification process in an effort to support the Water and Science Administrations' sustainability of the Chesapeake Bay initiative of future upgrades and performance measures for (67) major Wastewater Treatment plants; to include assisting with supply and demand of additional Certified Operators to meet proposed compliance goals for year 2025. Board Chair discussed follow-up of letter sent to Saeid Kasraei, Program Administrator and Lee Curry, Director (MDE) Water and Science Administration requesting that the Board be notified by December 31, 2019 of who will serve as Interim or Acting Board Secretary.

B. Report on Board's Administrative Activities

None to Report at this time.

C. Report on Examination Results

1. Please refer to Attachment A.

Board Staff discussed the examination statistics for the month of December, 2019. There were 44 total exams taken in December, with an overall pass rate of 34.09%. Twelve operators sat for the paper water exams, scoring a pass rate of 33.33%; three operators sat for the online (AMP) water exam, scoring a pass rate of 33.33%; and six operators sat for the web-based water exams, scoring a pass rate of 50%. In December, thirteen operators sat for the paper wastewater and industrial wastewater exams, scoring a pass rate of 46.15%; three people sat for the online (AMP) wastewater and industrial wastewater exams, scoring a pass rate of 0%; and seven operators sat for the web-based wastewater and industrial wastewater exams, scoring a pass rate of 14.28%. A total of 908 exams have been taken calendar YTD.

2. Board Chair discussed future plans for partnership with community colleges to administer Certified Operator Exams. This plan would include a long term goal of moving toward all computer exams verses paper exams. Board suggest sending a correspondence to Karen Brandt of (MCET), Maryland Center for Environmental Training to assist with this initiative.

06. REVIEW OF APPLICATIONS

None to Report at this time.

07. COMMITTEE REPORTS

A. Training Review and Evaluation (TRE) Committee

None to Report at this time. Next TRE meeting to be held on March 11, 2020 at Anne Arundel Co. DPW, 445 Maxwell Frye Rd., Millersville, MD 21108.

08. ON-GOING BUSINESS

A. Board Appointments

Dee Settar reported there was no update on the approval process of Board member nominees' applications for the Board of Waterworks and Waste Systems Operators. There are currently (4) four vacant positions. Board discussed the urgency of finalizing this process to fill the Board member vacant positions.

B. Operator Certification

Board Chair requested taking a comprehensive look at the Operator Certification process to include; review of proposed list of changes to the Board of Waterworks and Waste Systems Operators Regulations Board discussed changing verbiage outlining the Reinstatement of Certified Operators to be discussed at February's Board meeting.

09. NEW BUSINESS

A. Certified Operator Training and Renewal Process

1. Board discussed controversy regarding Utility generated Training Reports in response to the former Board Secretary's request that all Utility generated Training Reports must include signature of training Instructor, and or be accompanied by an official verification letter from utility. Board staff outlined the Operator Certification renewal process in accordance with Board of Waterworks and Waste System Operators Regulations 26.06.01.12 (Requirements for Renewal of All Certificates), and 26.06.01.13(Training). All Certified Operators applying for Certification renewal must submit copies of Board approved completion of training certificates taken within the renewal period of 3 years. Joseph Johnson presented a copy of (WSSC) Washington Suburban Sanitary Commissions Official letter for review.
2. Further clarification of Operators and Superintendents Training, Renewal and Reinstatement of Operator – In – Training Certification process in according with the Board of Waterworks and Waste Systems Operators Regulations 26.06.01.12 Section (B) Requirements for Renewal of All Certifications will be discussed next Board meeting to be held on February 20, 2020 at Anne Arundel County Water O & M, Millersville, MD 21108.

10. DISCUSSION WITH BOARD LIAISONS AND GUESTS

- A. Bruce Darner** – WWOA Southern Section Election Meeting will be held on February 26, 2020 at Wicomico Shores Golf course, Mechanicsville, MD. WWOA is offering Short

Course scholarships, Application deadline is March 16, 2020.

- B. Jay Price** – CSWWA-CWEA Student Career Fair, Baltimore, MD at the Kimpton Hotel Monaco on February 21, 2020. The Mid-Utility Conference held at Turf Valley Resort, Ellicott City, MD on April 7-8, 2020. Two training events to be held for Small System operators on the safe drinking water act to be held in Dover, DE. CSAWWA-CWEA Joint Spring meeting will be held in Wilmington DE. On May 7, 2020.

- C. Scott Harmon** –CWEA/ MRWA, CWEA Training seminars are available on the website. MRWA has been awarded EPA funding to provide Free Training to Operators. Winter / Spring training calendar is available online. (MRWA) Maryland Rural Water Annual Conference to be held at the Clarion Hotel, Ocean City, MD May 4-7, 2020. MRWA Water Sampling contract still pending State approval.

- D. Hiram Tanner** – **CWEA** informed the Board of two Webinar events to be held: Asset Management Webinar to be held on February 20, 2020; and Creating the Water Workforce of the Future Webinar on February 18, 2020.

11. ADJOURNMENT

Joseph Johnson moved to adjourn meeting at 11:43 AM. The next meeting will be held on **February 20, 2020 at Anne Arundel County Water O & M, Millersville, MD 21108, Millersville, Maryland 21108.**