



**STATE OF MARYLAND**  
**BOARD OF WATERWORKS AND WASTE SYSTEMS OPERATORS**  
**MINUTES OF THE MEETING HELD ON:**  
**Thursday, February 16, 2023 At 10:00 A.M**  
**Virtual Video Conference Meeting via Google Hangouts**

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2 MISSION OF THE MARYLAND BOARD OF WATERWORKS & WASTE SYSTEMS OPERATORS  
3 The Treatment Systems that provide drinking water for our citizens and handle the wastes generated by  
4 our daily activities play an important role in protecting Public Health and the Environment of Maryland.  
5 Through the Certification Program established by State Law, the “Board of Waterworks and Waste  
6 Systems Operators” sets the education, experience and examination standards for Operators and  
7 Superintendents who work in these vital systems.  
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11 **BOARD MEMBERS PRESENT**

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13 Jay Price Sanitary Districts; Board Chair; CSAWWA Liaison  
14 Doug Abbott Water Supervision: Board Vice-Chair  
15 Clark Howells Municipal Governments; CWEA Liaison  
16 Ed Hogan Industrial Superintendents  
17 Bruce Darner Agriculture; WWOA Liaison  
18 Joseph Wright Maryland Environmental Service  
19 Eric Dutrow Public-At-Large  
20 Connie Luffman Wastewater Supervision

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24 **LIASONS, GUEST & STAFF PRESENT**

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26 Dee Settar Deputy Program Manager Water Supply  
27 Jennifer Bowman Board Counsel  
28 Martin Fuhr Board Secretary  
29 Pamela Franks Board Staff  
30 Victoria Arbaugh Board Staff  
31 Tara Jones Liaison - MCET  
32 Bill Shreve TRE Committee Liaison

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36 **BOARD MEMBERS NOT PRESENT**  
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43 **01. CALL TO ORDER**

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45 Board Chair Jay Price called the meeting to order at 10:01 AM. Roll Call was done by Victoria Arbaugh,  
46 Board Staff. The Board meeting was conducted online using Google Meet.

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

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50 Board Members reviewed the February 16, 2023 Draft Agenda. Bruce Darner moved to adopt the  
51 proposed meeting agenda with amendments. Ed Hogan seconded the motion. The motion carried  
52 unanimously with Board Chair Jay Price abstaining.

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54 **03. REVIEW AND ADOPTION OF DRAFT JANUARY 19, 2023 OPEN MEETING MINUTES**

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56 Board members reviewed the draft January 19, 2023 minutes and made a series of edits and changes.  
57 Bruce Darner made a motion to adopt the minutes with changes. Ed Hogan seconded the motion. The  
58 motion carried unanimously with Board Chair Jay Price abstaining.

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60 **04. BOARD CHAIR’S COMMENT & GUEST INTRODUCTIONS**

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62 Board Chair Jay Price opened the meeting by thanking everyone for attending and contributing to the  
63 work of the Board. He opened the floor to discussion. Joe Wright advised that MES was very busy with  
64 Baltimore City and other systems that needed special assistance. Eric Dutrow expressed his concern about  
65 the installation of PFAS removal equipment which may impact plant classifications and the requisite  
66 operator classifications for many small systems. He recommended that the WWSO Board get ahead of the  
67 issue and be prepared for questions and resolutions to the pending issues.

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69 **05. BOARD STAFF’S REPORTS**

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71 **A. Revenue & Expenditure Report**

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73 Board Secretary Martin Fuhr presented the Revenue & Expenditure Report. He specifically provided the  
74 Board with the reconciled 2022 figures and unreconciled figures for January 2023. Martin noted that the  
75 encumbrance was reduced because several large invoices had recently been paid contributing to the  
76 reduction in the encumbrance from the last report. The Board had no questions or comments.

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78	<b>FY2023 Appropriations</b>	<b>\$376,189.00</b>
79	<b>FY2022 Appropriations</b>	<b>\$390,093.00</b>
80	<b>FY2021 Appropriations</b>	<b>\$286,702.00</b>
81		
82	<b>Cumulative Revenue as of November 30, 2022</b>	<b>\$74,425.00</b>
83	<b>Cumulative Revenue as of December 31, 2022</b>	<b>\$84,825.00</b>
84	<b>Unreconciled Cumulative Revenue as of January 31, 2023</b>	<b>\$101,550.00</b>
85		
86	<b>Encumbrance as of January 31, 2023</b>	<b>\$24,129.72</b>

87 **B. Board Initiatives & Inquiries**

88 Martin discussed the Board vacancies and the need for recruitment of applicants. He advised that he would  
89 reach out to Municipal and County systems and to ETAD for their nominee. The Board had no additional  
90 questions.

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93 **6. REVIEW OF APPLICATIONS RECEIVED**

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95 Applications for both Mr. Dan Hill and Mr. Christopher Lawson generated a lively discussion. The Board  
96 decided to table both applications until the applicants provide plant names and classes and a description  
97 of their duties performed within that framework.

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100 **07. OLD BUSINESS**

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**MDE Discussion of Recruitment & Retention of Operators**

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104 Dee Settar advised that MDE would be holding a discussion concerning plans to improve recruitment and  
105 retention of certified water and wastewater operators. She requested that Board Members provide a  
106 summary introducing MDE and stakeholders to their different Apprenticeship Programs. Both Joe Wright  
107 and Eric Dutrow advised that they would be happy to provide information as requested. Joe also advised  
108 that he heard Baltimore City may potentially be developing a new Apprenticeship Program, due in part to  
109 staffing a retention issue at Back River Wastewater Treatment Plant.

110

111 Bill Shreve advised that he is currently working on a new program being developed by B-More Wise  
112 called the Baltimore Water Infrastructure Strategic Educational program. Bill advised that he is assisting  
113 in developing a 6-month program that will be based on Sacramento Manuals for participants enrolled in a  
114 pre-apprenticeship program. B-More Wise is a new workforce development initiative for the Baltimore  
115 City Department of Public Works. All Baltimore City residents 18 years or older with a high school  
116 diploma are eligible and encouraged to apply.

117

118 Tara Jones noted that MCET offers both a Water and Wastewater Program. However, at this time all three  
119 (3) years of the program are crammed into a period of a single year. It is a good program for motivated  
120 and fast paced learners, but she would like to see it extended to ensure the success of the majority of  
121 enrollees. Tara advised that she has started working on extending the program by at least 6 months and  
122 hopes to have that completed and implemented in the near future.

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125 **08. EXAMINATION COMMITTEE UPDATE**

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127 Martin Fuhr addressed the Board advising that he now has a statistical breakdown of all examination  
128 questions and he will be presenting that information to the Board. He suggested that the Board start with  
129 the Wastewater 5A Exam since it had been the focus of recent Board discussions and it is the longest of  
130 all the exams. He advised that he will be emailing that information to the Exam Subcommittee.

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133 **09. DISCUSSION WITH BOARD LIAISONS AND GUESTS**

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135 **Bruce Darner (WVOA)** – Advised that WVOA just held its Main Body Meeting on February 15<sup>th</sup> and  
136 it was very productive. He also advised that the chemical treatment training held on February 8<sup>th</sup>, 2023  
137 had a good turnout. Bruce is looking forward to having an Earth Day theme during the April, 19, 2023  
138 training session in Annapolis. In closing, he reminded all in attendance of the open application period to  
139 apply to the Short Course Scholarships and to spread the word.  
140

141 **Eric Dutrow (MRWA)** – Advised that MRWA will have its conference during the first week of May and  
142 that Scott Harmon will be in town and provide training. He asked everyone to please spread the news and  
143 encourage people to use this great resource.  
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145 **Tara Jones (MCET)** – Advised that MCET has started registration for classes starting throughout March  
146 2023. In addition, she already has 20 people registered for free training.  
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148 **Jay Price (CSAWWA)** – Reminded everyone about the Brighton Dam Tours being offered at the  
149 upcoming May 4<sup>th</sup> Spring Meeting. He advised everyone to register if interested.  
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152 **10. BOARD VOTE TO MOVE INTO CLOSED SESSION**

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154 Pursuant to General Provisions Article (“GP”) § 3-305(b), on a motion made by Ed Hogan seconded by  
155 Bruce Darner, the following Board members voted in favor to move into closed session on February 16,  
156 2023, at 10:59 AM via Google Meet video/ teleconference for the purpose of complying with certain  
157 provisions of the Open Meetings Act: Doug Abbott, Clark Howells, Ed Hogan, Bruce Darner, Joseph  
158 Wright, Eric Dutrow, and Connie Luffman. The Board Chair, Jay Price, abstained. The motion carried.  
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161 **11. ADJOURNMENT**

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163 Bruce Darner moved to adjourn the open meeting at 11:01 AM. The next meeting will be held on **March**  
164 **16, 2023, Video Conference Meeting held via Google Meet.**  
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168 **CALL TO ORDER AND PURPOSE OF CLOSED MEETING**

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170 With a quorum present, Chairman Jay Price called the meeting of the closed session to order at 11:06 AM  
171 to perform administrative functions, pursuant to the following provisions of GP § 3-305(b):  
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173 GP § 3-305(b)(2) - To protect the privacy or reputation of individuals concerning a matter not related to  
174 public business

175 GP § 3-305(b)(7) - To consult with Board Counsel to obtain legal advice  
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178 During the closed meeting, the following Board members were present: Chairman Jay Price, Doug Abbott,  
179 Clark Howells, Ed Hogan, Bruce Darner, Eric Dutrow, and Connie Luffman. The following MDE staff  
180 were also present during the closed meeting: Jenn Bowman, Dee Settar, Pam Franks, Martin Fuhr, and  
181 Victoria Arbaugh. The following Board Members were not present: Hiram Tanner.

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183 **TOPICS DISCUSSED DURING CLOSED MEETING:** Discussion of the Lonaconing Water System,  
184 Request for Proposal for MDE Education Contract, and House Bill 906.