



STATE OF MARYLAND
BOARD OF WATERWORKS AND WASTE SYSTEMS OPERATORS
MINUTES OF THE MEETING HELD ON:
Thursday, June 20, 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 Doug Abbott Water Supervision; Board Vice-Chair
14 Ed Hogan Industrial Superintendents
15 Bruce Darner Agriculture; WWOA Liaison
16 Eric Dutrow Public-At-Large
17 Bill Shreve Public-At-Large
18 Connie Luffman Wastewater Supervision
19 Davina Yutzy County Government
20 Joe Wright Maryland Environmental Service
21 Anthony Nwagwe Maryland Department of Environment / Water Supply Division

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23
24 **LIASONS, GUEST & STAFF PRESENT**

25 Martin Fuhr Board Secretary
26 Jennifer Bowman Board Counsel
27 Victoria Arbaugh Board Staff (arrived 10:09 am computer issues)
28 Seth ? MDE Septic Board?

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31 **BOARD MEMBERS & STAFF NOT PRESENT**

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33 Pamela Franks WWSO Board Staff

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36 **01. CALL TO ORDER**

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39 Board Vice Chair Doug Abbott called the meeting to order at 10:00 AM. Roll Call was done by Victoria
40 Arbaugh, Board Staff. The Board meeting was conducted online using Google Meet.
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43 **02. BOARD CHAIR’S COMMENT & GUEST INTRODUCTIONS**

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45 Board Vice Chair Doug Abbott opened the meeting by thanking all in attendance.

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

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50 Board Members reviewed the May 18, 2023 Draft Agenda and made amendments, including
51 postponement of the closed meeting to review minutes. Bill Shreve moved to adopt the proposed meeting
52 agenda with amendments. Bruce Darner seconded the motion. The motion carried unanimously.

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55 **04. REVIEW AND ADOPTION OF DRAFT APRIL 2023 OPEN MEETING MINUTES**

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57 Martin Fuhr presented the proposed minutes to the Board for review. Bill Shreve made a motion to approve
58 the minutes as presented. The motion was seconded by Anthony Nwagwe and passed unanimously.

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61 **05. REVIEW AND ADOPTION OF DRAFT MAY, 2023 OPEN MEETING MINUTES**

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63 Martin Fuhr presented the proposed minutes to the Board for review. Bruce Darner made a motion to
64 approve the minutes with amendments. The motion was seconded by Joe Wright and passed unanimously.

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67 **06. BOARD STAFF’S REPORTS**

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69 **A. Revenue & Expenditures Update**

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71 The Board Secretary did not present the new figure for May, 2023. He explained that there was a delay
72 with MDE Fiscal, and he would be presented a report at the next Board Meeting

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74 **B. Board Initiatives & Inquiries**

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76 **i. Board Vacancies**

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78 Martin Fuhr advised the Board still had vacancies for the Municipal and Sanitary positions. He also
79 announced that the Board Appointment Nomination protocol and procedure had been amended by MDE
80 Secretary Serena McIlwain. From this point forward, all nomination must go directly to the Office of the
81 Secretary for prior approval with an emphasis on expanding the Diversity Equity & Inclusion of the Board.
82 Bill Shreve recommended that the WWSO Board Secretary invite Tara Jones of the WSSC to apply for
83 either of the position as she brings a wealth of knowledge and experience. Doug Abbott noted that Davina
84 and Bill were not yet listed on the web page as active members. Martin Fuhr advised that he make sure
85 they were added asap.

87 **ii. Short Course**
88

89 Martin Fuhr reported that the facilities were very nice at this year’s Mt. Saint Mary’s College location. He
90 reported that there were 203 examinees and good results. Bill Shreve noted that he was very happy to see
91 so many newer / younger operators in attendance and that they were energized and enthusiastic about
92 passing their exam. Everyone thanked Martin for his efforts on the exam.
93

94 **iii. Water & Wastewater Operator Contractor List:**
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96 The Board Secretary advised that Bruce Darner is working hard with WWOA to post a list modeled on
97 the West Virginia Operator Contractor Database which will make finding certified operators easier for
98 small systems. Anthony expressed his gratitude to Bruce and WWOA and empathized the need for a list
99 as a resource to assist many of the small systems who have great difficulty obtaining certified operators.
100 Eric echoed those sentiments and added that many systems have part time jobs that could be picked up by
101 operators for additional income or be filled by retirees only interested in working part time.
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103 **iv. Suspension of the August, 2023 Meeting**
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105 Upon the advice of Board Counsel, it was decided that the August Meeting would remain on the schedule
106 and could be cancelled if not necessary.
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109 **05. REVIEW OF APPLICATIONS RECEIVED**
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112 **a. Amber Williams Application to Substitute Education for Experience**
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114 Ms. Williams is requesting education substitution toward the required minimum time for her Wastewater
115 Treatment 5A Certificate. She is currently employed by WSSC at the Piscataway Plant. She successfully
116 completed the Water Treatment 5A Examination. Ms. Williams attended the College of Southern
117 Maryland between August of 2004 and December of 2013. While there she accumulated 56 credits in
118 math and computer science, earning an Associates of Applied Science Degree. Board Staff recommended
119 that she be granted the time requested, making her eligible for full certification immediately. Bill Shreve
120 made a motion to adopt the recommendations of Board Staff. The motion was seconded by Bruce Darner
121 and passed unanimously.
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123 **b. Special Accommodation Request**
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125 Martin Fuhr asked Board Counsel Jen Bowman to brief the Board on the pending special education
126 requests. She advised that she investigated the applications is pursuing additional advice from others in
127 the Office of the Attorney General regarding potential concerns regarding the Americans with Disabilities
128 Act (ADA) and concurrent concerns regarding the Health Insurance Portability and Accountability Act
129 (HIPAA.) She will present her findings and recommendations in a closed session, at a later date.
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132 **08. OLD BUSINESS**

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135 Martin opened the floor to discussion by WPI / ABC Exam Committee members. Bill Shreve advised that
136 he would list all of the concerns / issues regarding each question in a spreadsheet prior to the next meeting.
137 Board Counsel reminded the Committee Members that under the Open Meetings Act, any time that more
138 than 50% of the Board meets then it is considered an official Board Meeting and must be posted and open
139 to the public. The Committee members expressed their understanding of her concerns and will remain
140 cognizant when appointing new members to the Committee. Bruce Darner noted that a lot of the frequently
141 missed questions included information that should be known and must be understood by a competent
142 operator. Doug Abbott agreed emphatically. Martin will follow up with ABC to obtain all current
143 information on the questions being reviewed.
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145 **09. DISCUSSION WITH BOARD LIAISONS AND GUESTS**

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147 **Bruce Darner (WWOA)** – Advised that the Western Section has two (1) MCET Class scheduled locally,
148 and all interested parties are welcome to attend. He noted that it was difficult to get instructors to come
149 out to the region and would accept offers of assistance. Bill Shreve responded that he would be teaching
150 a class to the Central Section in October and would be happy to offer the same class sometime in Western,
151 Maryland. Bruce thanked Bill for that offer and advised he would follow up on scheduling and location.
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153 **Eric Dutrow (MRWA)** – Eric advised that Scott Harmon is leaving his position as Training Coordinator
154 and will be greatly missed. He asked all Board members to recommend a person they believe would be a
155 good fit for the now vacant position. He expressed his incredible gratitude for Scotts exemplary training
156 and teaching methods and many contributions to the industry.
157

158 **Bill Shreve (TRE Committee / Reporting for MCET)** – Recommended that Martin invite the new
159 Director of MCET to the next Board Meeting. Martin advised that he would do so. He also expressed his
160 excitement over the new Operator Contractor List being published by WWOA. He thinks it will be a great
161 tool for small systems. He also advised that he is assisting with updating the Maryland Water &
162 Wastewater Operator Guide along with personnel from MCET and MDE, which will be available to the
163 public. Eric Dutrow offered to assist with the project and agreed it was long overdue. Bill advised that the
164 WWOA was meeting next week in Denton, Maryland and that a remote attendance option was available.
165 Doug Abbott advised that he would be willing to assist as well and could attend the upcoming meeting.
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168 **10. ADJOURNMENT**

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170 Joe Wright moved to adjourn the open meeting at 10:59 AM. The motion was seconded by Ed Hogan.
171 The next meeting will be held on **July 20, 2023 Video Conference Meeting held via Google Meet.**