



BOARD OF WATERWORKS AND WASTE SYSTEMS OPERATORS

Meeting Agenda

Thursday October 17, 2024 - 10:00 am

Location: Video Conference via Google Meet

Link: meet.google.com/zek-mxqf-pir

Phone: (US) +1 901-251-1480

PIN: 454 022 060#

Meeting attendance via videoconference. Access link and phone number available to the public via the Board's webpage.

Board Members

1	Bill Shreve	Public At Large: Board Vice-Chair
2	Ed Hogan	Industrial Superintendents
3	Bruce Darner	Agriculture: WWOA Liaison
4	Connie Luffman	Wastewater Supervision
5	Davinia Yutzy	County Government
6	Eric Dutrow	Public-At-Large
7	Joe Wright	Maryland Environmental Service
8	Sophia Oberton	Municipal Government
9	Anthony Nwagwe	Maryland Department of the Environment / Water Supply Division

LIASONS, GUESTS, & MDE STAFF:

14	Martin Fuhr	Board Secretary
15	Jennifer Bowman	Board Counsel
16	Pamela Franks	MDE Staff
17	Alexander Yeboah	MDE Staff
18	Diana Kremer	MDE Staff
19	Laureen San Augustin	MDE Staff
20	Scott Patterson	Reciprocity Applicant
21	Zoe Goodson	MDE Staff
22	Alex Rubin	MDE Staff
23	Clark Howells	WSSC

Absences:

26 Doug Abott
 27 Ben Thompson
 28 Mellissa Coker

A. Call To Order and Roll Call

a. Bill Shreve called the meeting to order, and Martin Fuhr conducted roll call.

B. Board Chair Comments and Guest Introductions

a. Martin introduced MDE Staff present. Bill welcomed them and the other guests attending.



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C. Review and Adoption of Proposed Meeting Agenda

- a. Bill Shreve proposed to move Scott Patterson’s reciprocity request to item “D”. Anthony suggested to move the New Business presentation by Alex and Diana up as well.
- b. Motion made by Bruce Darner to approve agenda as amended, Sophia Oberton seconded. Motion passed.

D. Review and Adoption of Draft Previous Open Meeting Minutes

- a. Motion to accept the Minutes as adjusted by Bruce Darner, Joseph Second. Motion carried.

E. Applications

- a. Scott Patterson – Reciprocity- Applying for class 5A operator license, as he will be working at Back River Wastewater plant. He took and passed the Class 1 Operator license in Connecticut in 2010; and has experience with BNR and filtration. Martin Fuhr wishes to grant the 5A to Mr. Patterson. Scott Patterson spoke about how the facility was actually a 200MGD plant (class 4). He spoke to his extensive experience within the plant and a vast amount of knowledge base. He has also worked with WSSC previously. Ed Hogan made a motion to grant Patterson the 5A reciprocity, Anthony Nwagwe seconded. Motion Carried- Reciprocity granted.

Scott Patterson left at 10:15AM.

- b. Peter Johnson – Reciprocity – Requested a Water 1 certification. Martin suggested approval after presenting pertinent information. Bruce Darner made a motion to accept the recommendation, Joseph Wright seconded. Motion carried.

F. New Business

- a. Cybersecurity – Diana Kremer & Alexander Yeboah—Alex presented a quick overview of a Maryland Cyber Security Action Plan to address critical vulnerabilities. The idea is to add cyber security training as a part of the renewal/new certification process. The goal is to start this with the April 2025 renewal. Basic training would be done through the EPA and would teach basic principles, and participants would receive a certificate of completion.

Connie Luffman joined at 10:37AM

- b. New Treatment Classifications – Zoe Goodson – There is a need for new operator classifications for the Water/Wastewater certifications. One of the reasons being the Westminster reuse facility. There was then discussion of how the Reuse Plant will work. The Review subcommittee will discuss this



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topic in their Monday meeting.

Eric Dutrow left at 11:02AM. Zoe left at 11:15AM

G. Board Initiatives and Inquiries

a. Communication Subcommittee

i. Nothing to report.

b. Application Backlog

i. There are no new statistics this time but the numbers are now in the single digits. Jen Bowman does have an update regarding sending the information back. Her advice is to not hold onto incomplete applications. She encourages sending it back right away. Does this board have their own Record Retention policy? Make sure there is an electronic file with the incomplete information for the moment, but then send them back.

c. Board Chair & Vice Chair IOP

i. This will be tabled until Doug returns. This will be discussed next month.

d. Payment Structure Regulations Review

i. The money is nonrefundable, there is a grace period if an application is submitted while incomplete. But if it exceeds the expiration period then there will be further fees added.

e. Review / check if application can be changed w/o director's office approval

i. Administrative changes can be made without going to the Directors Office for approval—emailing licenses is fine.

f. New 5A examination in use by PSI

i. At this time we are unsure if someone is off by a point it is encouraged to check to see which question they may have gotten wrong and give the credit.

H. New Business

a. Formation of Water Treatment Classification Review Subcommittee—A meeting will be held on Monday 10/21/24 with the subcommittee.

I. Board Staff Report

a. Revenue & Expenditure

i. The quarterly Revenue and Expenditure report was presented to the board by Martin.

b. Third Quarter Examination Statistics

i. Martin gave the report for the examination statistics. Most exams are headed in a positive direction. There is still some concern over the 5A exam, but there does appear to be improvement.



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J. Comments by Board Members

- a. Board members discussed and congratulated Sohpia's magazine article.

K. Review of Action Items

- a. Anthony discussed the action items and indicated not much change as they are reoccurring items.

L. Discussion with Board Liaisons and guests

- a. Bruce Darner discussed working on the scholarships. He also reviewed finances and training for various companies and conventions.
- b. Clark Howells discussed planning for next year's Short Course, all things are currently on track. It will be held at Mt. St. Mary's.
- c. MRWA's Donna Dunlap discussed that they now have a self-paced online training available on their website. There is also a free 4-hour webinar for municipal administrators for grant writing, funding sources, and cyber security running from 8:30-12:30 on November 14th.
- d. Lauren is here for CSAWWA- she's taken over for Dee Settar. She introduced herself to the board.

M. Adjournment – Vote for closed session

- a. The closed meeting was determined to not be needed.
- b. Motion to adjourn made by Bruce Darner, seconded by Anthony Nwagwe, motion carried. Meeting adjourned.