



Maryland
Department of
the Environment

**Maryland State Board of On-Site Wastewater Professionals
Open Meeting Minutes**

Date: Wednesday, October 15, 2025 **Time:** 10:34 am **Location:** MDE Aeris Conference Room & Virtual on Google Meet **Note:** Call to order was delayed in order to achieve quorum. R.Mitchell joined virtually at 10:43 am

| Board Members | Attendance | | MDE Staff | Meeting As Scheduled | Meeting Rescheduled | |
|---|-------------------------------------|-------------------------------------|-----------------------------------|-------------------------------------|-------------------------------------|--|
| | Present | Absent | | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Robert Kutchman MDE | <input checked="" type="checkbox"/> | <input type="checkbox"/> | G.K. Sanchez Board Attorney | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| Amber Durand Consumer Member | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Melody Harvey Administrator | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Ray Harrison Industry Professional | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Nicole Kimbrough Administrator | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Bonnie Browne Industry Professional | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Seth Eisenstein Administrator | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Francis (Eddie) Harrison MOWPA | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Guests in attendance: | | | |
| Julie Mackert Consumer Member | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | | |
| Kurt Cassell Industry Professional | <input type="checkbox"/> | <input checked="" type="checkbox"/> | | | | |
| Langford Johnson Industry Professional | <input type="checkbox"/> | <input checked="" type="checkbox"/> | | | | |
| Robert Mitchell MD Conference of Local Environmental Health Directors | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | | |

Call to Order

Board Chair J. Mackert presided over the meeting and called the meeting to order at 10:34 am.

Roll Call

N. Kimbrough conducted a roll call for everyone present at the meeting, except for K. Cassell, B. Browne, and L. Johnson, who were absent. Assistant Attorney General Jenn Bowman filled in for GK Sanchez as counsel.

Adoption of Meeting Agenda

The posted Agenda was reviewed and approved. The motion to approve the Agenda was made by R. Kutchman and was seconded by E. Harrison. The motion passed unanimously.

Review and Adoption of Open Session Meeting Minutes from 9/17/25

The minutes from the 9/17/2025 meeting open session were reviewed and approved without edits. The motion to approve was made by E. Harrison and was seconded by R. Kutchman. The motion passed unanimously.

Executive Director's Report

S. Eisenstein shared with the board that the open house for the MOWPA-sponsored University of Maryland Extension on-site training facility was held on 10/14/25. He highlighted that the facility could be a resource for the state and could support both license applicants and licence-holders with the training requirements that the Board plans on implementing. The training facility will be used to offer training to professionals, regulators, and the citizens of Maryland interested in the field of on-site wastewater disposal.

New Business

S. Eisenstein started the discussion about what's needed for the training courses for the licenses and certifications the board oversees.

Key topics were:

1. What should be included in the regulations
2. Being specific in the Board policy about the criteria for approving training courses
3. What requirements each course needs to meet to get approved

Adjournment

E. Harrison moved to adjourn the open meeting, which was seconded by R. Mitchell. The motion was passed unanimously. The meeting adjourned at 12:30 pm.