

Minutes of the Advisory Board of Examiners for Water and Wastewater Treatment Plant Operators December 18, 2003

Present for the meeting on December 18th were: Robert Brown, chair; Debbie Metz, vice chair; Dail Holloper, member; Kirk Leifheit, secretary; Richard Lorenz, member; Vui Chung, member; Karen Morr, Certification Unit, and Andrew Barienbrock, Certification Unit.

The meeting was called to order at approximately 8:42 A.M. A motion was made by Dail Holloper, seconded by Kirk Leifheit, to approve the minutes of the November 20, 2003 meeting with one adjustment. Vui Chung and Debbie Metz abstained from voting.

1. Class IV, Part I

The Board reviewed the following Part I applications &/or additional information:

NAME	EMPLOYER	TYPE	ACTION
Robert DeMarco	City of Conneaut	Wastewater	Waiting on confirmation regarding technical supervisor upon receipt of information confirming that a Class IV technical supervisor was present approval is recommended by Legal and the Division of Surface Water.
Michael Hunter	City of Wooster	Water	Approved based on the information received from the Division of Drinking and Ground Waters and the Office of Legal Services.
James Welty	Ohio American Water Company (Tiffin)	Water	Approval based on the information received from the Division of Drinking and Ground Waters and the Office of Legal Services.
Kenneth Yee	City of Berea	Water	Approved based on the information received from the Division of Drinking and Ground Waters and the Office of Legal Services.

2. Class IV, Part II (new)

Name	Location	Type	Rec'd Date	Number copies
Alan Brailer	City of Amherst	WW	12/10/03	4
William D. Gollnitz	Greater Cincinnati Water Works	WS	11/28/03	4

3. Class IV, Part II (resubmittals)

Name	Location	Type	Rec'd Date	Number copies
Thomas T. Finan	City of Hamilton	WW	11-24-03	4
Robert Hollis	Summit County	WW	11-20-03	4
Doyle L. Johnson	Warren County	WW	01-15-03	4

4. Class IV, Part II (action)

NAME	EMPLOYER	TYPE	ACTION
Dennis Horgan (resubmittal)	City of Cleveland	Water	Recommend approval.
Anthony Rice (resubmittal)	City of London	Wastewater	Return for additional information in the Plant Section.
Jeffrey A. Harrington (resubmittal)	Rocky River WWTP	Wastewater	Recommend approval.

A motion was made by Dail Hollopeter, seconded by Kirk Leifheit, to recommend that the Class IV, Part II examination of Dennis Horgan and Jeffrey A. Harrington be approved. The Class IV, Part II examination of Anthony Rice should be returned for additional information in the Plant section.
Motion carried.

**5. Class IV, Part II (in review)
WATER -**

NAME, LOCATION	KL	CC	VC	RL	DH	DM	BB
William D. Gollnitz, Greater Cincinnati Water Works	**	**	**	**			

R. Earnest Stickler, City of Mason (resubmittal)	x		**	x			
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WASTEWATER -

NAME, LOCATION	KL	CC	VC	RL	DH	DM	BB
William H. Beyer, Cincinnati MSD (resubmittal)		x			x	**	
Alan Brailer, City of Amherst			**		**	**	**
Thomas T. Finan, City of Hamilton (resubmittal)		**		**	**		**
Robert Hollis, Summit County (resubmittal)	**	**			**		**
Doyle L. Johnson, Warren County (resubmittal)		**		**	**		**
John J. Nemet, Newton Falls			**		x		

** denotes who currently has package
x denotes who has reviewed package

6. OIT's

NAME	EXAM TYPE	ACTION
James E. Cave	WW I	Needs additional information.
David D. Clark	WW I	Recommend approval.
Kenneth D. Combs	WC II	Needs additional time.
Glorianna L. Corman	WW I	Needs additional time.
Robert W. Johnson	WS I	Recommend approval.
Ronald J. Lucci	WD II	Recommend approval.
Kirk A. Morris	WW II	Needs additional time.
David J. Paull	WW I	Needs additional information.
Robert Morrison	WC I	Recommend approval.
Brian J. Sullivan	WW I	Recommend approval.
Bart D. Wilson	WD II	Recommend approval.
Gene D. Zeltner	WW I	Recommend approval.

A motion was made by Debbie Metz, seconded by Kirk Leifheit, to recommend approval of the OIT documentation and issue certificates to all of the above except James E. Cave, Kenneth D. Combs,

Glorianna L. Corman, Kirk A. Morris, and David J. Paull who need additional information and time documentation. Motion carried.

7. Reciprocity

NAME	TYPE & LEVEL	STATE	ACTION
Kevin J. Crandell	Wastewater Level K	Illinois	Recommend denial; no exam sent from Illinois. This level of exam is facility specific.
Paul L. Eads	Water F-2, S-1	Michigan	Recommend approval as a Class II Water Supply certificate in Ohio based on a review of the current Michigan F-2 and S-1 exams.
Scott S. Watkins	Wastewater, Class 1	Indiana	Recommend denial; no exam sent from Indiana.

A motion was made by Debbie Metz, seconded by Dail Hollopetter, to recommend denial of the reciprocity requests of Kevin J. Crandell and Scott S. Watkins, and to recommend approval of a Paul L. Eads request based upon the above reasons. Motion carried.

8. “Need to Know” Criteria

Kirk Leifheit passed out the Class I and II criteria, and the Board made changes and suggested additions. The Board is working on getting the criteria circulated for interested party comments in February. Andrew Barienbrock will draft the cover page for the “need to know” criteria. Class III water will be finished by the next Board meeting. The Board is working on a list of references for the “need to know” criteria.

9. Strategic Plan

The Board discussed including instructions in the introduction for the Class IV guidance document regarding writing and communication skills. It was discussed if the Planning, Research and Design sections should be merged into one section or made into subcategories. A section titled “Regulatory Compliance” was discussed, and the Board is considering a title change. The Board will discuss the “Personnel Management” section at the next meeting.

Andy discussed the progress of the Op Cert Rules Workgroup. The rules will be available to the Advisory Board at the January meeting. The Test Conduct rule becomes effective on January 1, 2004.

10. Contact Hour Update

As of the Board meeting, 3,992 courses have been approved.

11. OpCert Database Update

Andy reported that there are some new tests being done with the database, and the data conversion

process has created a delay in the full release of the new database for use by the Operator Certification Unit.

12. Other Business

- Karen shared the letter from Galen Gault with the Advisory Board as he requested. Mr. Gault informed the Board that he will not be renewing his certificates.

- Daniel P. Lee, an Operator-in-Training asked the Board for a two-year extension to earn his experience time to receive his Class I Wastewater Treatment certification. He will now have until April 25, 2006 to gain the experience time he needs. If the experience time has not been met by this date, Mr. Lee will have to retest for certification.

- Andy discussed the request from Keith Collins, a Class IV examinee, to meet with the Board at the January meeting. Andy will write a letter requesting more information on what deficiencies Mr. Collins would like to discuss at the meeting.

- Bob Brown asked what is the status of the Stakeholder's meeting for Class IV examination and certification. Andy and Kirk will check on the status of the response from the Director's office regarding the memo that was send earlier this year.

There being no further business to come before the Board, the meeting was adjourned at approximately 3:22 p.m. on Thursday, December 18, 2003. (Kirk Leifheit, motioned, Richard Lorenz seconded. Motion carried.)

Board Approved: February 19, 2004