



**STATE OF MARYLAND  
BOARD OF WATERWORKS AND WASTE SYSTEMS OPERATORS  
MINUTES OF THE MEETING HELD ON:  
Thursday, April 18, 2019 At  
Maryland Environmental Service, Millersville, MD. 21108**

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3 **MISSION OF THE MARYLAND BOARD OF WATERWORKS & WASTE SYSTEMS OPERATORS**

4 The Treatment Systems that provide drinking water for our citizens and handle the wastes generated by  
5 our daily activities play an important role in protecting Public Health and the Environment of Maryland.  
6 Through the Certification Program established by State Law, the “Board of Waterworks and Waste  
7 Systems Operators” sets the education, experience and examination standards for Operators and  
8 Superintendents who work in these vital systems.

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10 **BOARD MEMBERS PRESENT**

William Shreve	Joseph Johnson	Nancy Hausrath
Dee Settar	Dominic Deludos	
Joe Haxton	Bruce Darner	

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12 **LIASONS & STAFF PRESENT**

13 Neil Winner	Board Secretary
14 Stephanie Brown	Board Staff
15 Martin Fuhr	Board Staff
16 Pam Franks	Board Staff
17 Laura Mayberry	Board Counsel
18 Hiram Tanner	Board Nominee
19 Jay Price	AWWA Liaison
20 Andrea Ryon (representing Karen Brandt)	MCET Liaison

21  
22 **Not Present**

23 Dr. Russell Kelley	Board Member
24 Jack Bowen	MRWA Liaison
25 Karen Brandt	MCET Liaison
26 Partha Tallapragada	Board Nominee
27 Scott Harmon	CWEA Liaison

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29 **01. CALL TO ORDER**

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31 Board Chair called the meeting to order at 10:12 AM.

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

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35 Neil Winner requested to move agenda item (H.-B.) - Closed Session under Ongoing Business to the end  
36 of the Board meeting to receive advice from Board Counsel regarding Maryland Public Ethics Law/  
37 Conflicts of Interest. It was moved by Joseph Johnson and seconded by Nancy Hausrath to approve the  
38 agenda as amended, and to move the closed session to the end of the Board meeting.

40 **03. REVIEW AND APPROVAL OF PRIOR MEETING MINUTES**

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42 Board Members reviewed the March 14, 2019 draft meeting minutes. After review, it was moved by  
43 Joseph Johnson and seconded by Nancy Hausrath to approve the minutes as amended. Motion carried.  
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45 **04. BOARD CHAIR’S COMMENTS**

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47 Board Chair thanked Board Members and Liaisons for attending today’s meeting, and announced that  
48 Neil Winner was newly appointed as the Secretary of the Board of Waterworks and Waste Systems  
49 Operators.  
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51 **05. SECRETARY’S REPORT**

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53 **A. Report on Board’s Administrative Activities**

54 Neil Winner reported that as of March 31, 2019, appropriations for fiscal year 2019 are  
55 \$270,893.00, expenses are \$158,632.55, revenue is \$144,577.00, and the encumbrance is  
56 \$3,270.00.  
57

58 **B. Report on Examination Results**

- 59 1. Please refer to Attachment A.  
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61 2. Board Staff discussed the examination statistics for the month of March, 2019. There  
62 were 87 total exams taken in March. There was an overall pass rate of 32.18%.  
63 Twenty-five operators sat for the paper water exams, scoring a pass rate of 32%, a  
64 significant drop from February. Six operators sat for the online (AMP) water exams,  
65 scoring a pass rate of 33%. There was a web-based operator exam in March, at which  
66 seven operators sat for the water exams scoring a pass rate of 43%. The wastewater and  
67 industrial wastewater exams saw nine attempts, with a 22% pass rate. In March, thirty-  
68 three operators sat for the paper wastewater and industrial wastewater exams, scoring a  
69 pass rate of 30%. Seven people sat for the online (AMP) wastewater and industrial  
70 wastewater exams, scoring a pass rate of 43%.  
71  
72 3. Board discussed training to assist operators who struggle with the exams, and suggested  
73 that more specific training for passing exams need to be offered.  
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75 **C. Sunset Review**

76 Board Secretary discussed the report and the recommendation from the Department of  
77 Legislative Services (DLS) submitted to (MDE) Maryland Department of the Environment  
78 regarding the Final Preliminary Evaluation Report and the proposed Maryland law  
79 requiring a change in Board fees to fully cover the cost of Board operations. Board  
80 suggested that this would require an increase in fees and require a change in Board  
81 Regulations. Board will consult with Counsel regarding laws and requirements to set  
82 Board fees to fully cover Board costs, including Board Staff and expenses. If bill passes  
83 and becomes law, actions to be taken will be reviewed and discussed at the next meeting.  
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85 **D. Board Appointments**

86 Board Secretary discussed Board Appointments for the vacant positions and who they need  
87 to go through to get approved. The MES and County Representatives get appointed by the  
88 Governor and the Member at Large is to be appointed by the MDE Secretary.

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**06. REVIEW OF APPLICATIONS**

**A. Reciprocity**

1. Paul Murray – Requested Reciprocity from New Jersey for the Maryland Class 1 Water Distribution Operator Certification. Board Staff recommended granting Mr. Murray the Maryland Class 1 Water Distribution Operator Certification. A motion was made by Joe Haxton and seconded by Bruce Darner to accept Board Staff’s recommendation. Motion carried.
  
2. Shawn Ramos – Requested Reciprocity from New Jersey for the Maryland Class 1 Water Treatment Operator Certification. Board Staff recommended Mr. Ramos be granted Reciprocity for the Class 1 Water Distribution Operator Certification pending a clear and readable copy of his New Jersey operator license. A motion was made by Nancy Hausrath and seconded by Joseph Johnson to accept Board Staff’s recommendation pending clarification of expiration date of his New Jersey License. Motion carried.
  
3. Michael Funk – Requested Reciprocity from Delaware for the Maryland Class 4 Water Treatment Operator Certification. Board Staff’s recommendation was to deny Reciprocity for the Class 4 Water Treatment Operator Certification because there was no evidence of having experience in surface water treatment based on Delaware and Maryland’s regulatory standards. However, he would be eligible to obtain up to a Class 3 Water Treatment Operator Certification based on current qualifications. Board Staff recommended granting Mr. Funk Reciprocity for the Class 1 Water Treatment Operator Certification, based on his current employment category and classification plant in Maryland. A motion was made by Joseph Johnson and seconded by Joe Haxton to accept Board Staff’s recommendation, with the clarification that in order to maintain his eligibility for the Reciprocity of the Class 3 Water Treatment Certification, he must maintain his Delaware license. Motion carried.

**B. Education Substitution**

1. Casey Johnson – Requested Education Substitution towards the experience requirements of his Class 4 Water Treatment Certification. Board Staff recommended granting Mr. Johnson 12 months of Education Substitution toward the Operator Certification’s experience requirements, which would make him eligible to obtain the Operator Certification immediately. A motion was made by Joseph Johnson and seconded by Bruce Darner to accept Board Staff’s recommendation. Motion carried.

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**07. COMMITTEE REPORTS**

**A. Training Review and Evaluation (TRE) Committee**

A. None to Report

**08. ON-GOING BUSINESS**

**A. Operator Certification Process**

Dee Settar suggested raising Exam fees, and having tier rates for Exams, in addition to readjusting renewal requirements requiring additional training for Wastewater Collection systems and Water Distribution systems Operators. Board Chair suggested setting up a committee to look at adequate training requirements for process training in accordance to Regulations.

Neil Winner still waiting for new standardized exam questions from ABC, for Board to review, compare, and evaluate questions for potential use in Maryland, in addition to the Water Distribution Class 1 and Wastewater Collection Class 2 exams.

**09. NEW BUSINESS**

A. None to Report

**10. DISCUSSION WITH BOARD LIAISONS AND GUESTS**

Jay Price / CSAWWA - On June 2 through June 7, 2019, the 70<sup>th</sup> Annual CSAWWA/CWEA/WWOA Short Course for Water and Wastewater Operators will be held at Mount Saint Mary's College. This will be the last year that the Short Course will be held at the College until 2023. The CSAWWA/CWEA Spring Meeting will be held May 9<sup>th</sup>, 2019 at Walden Country Club in Crofton Maryland. Lee Curry, Director of the Water and Science Administration from Maryland Department of the Environment will be the Keynote Speaker. The 2020 Chesapeake Section AWWA Mid-Atlantic Utility Conference will be held at Turf Valley Resort in Ellicott City Maryland.

Bruce Darner / WWOA - On April 16, 2019 WWOA hosted the Spring Regional Training Class for 14 Water and 26 Wastewater operators, and express the need to increase the number of attendees for this training. It was suggested that offering an Operator Exam at the end of the training would help to increase attendance and pass rate for Operators. Lastly, WWOA Scholarships for 2019 Short Course are available.

Andrea Ryon / MCET - Maryland Center for Environmental Training Fall schedule will be coming out on June 10, 2019. First Line Safety Superintendent Training will be added.

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183 **11. CLOSED SESSION**

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185 The closed meeting session was postponed by Board members until the May meeting. The Board  
186 Secretary distributed handouts to the Board members for review of Board ethics considerations that  
187 included Maryland Code, General Provisions, § 5-101, § 5-501 and § 5-502.

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189 **12. ADJOURNMENT**

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191 Joseph Johnson moved to adjourn the meeting at 12:44 PM. The next meeting will be held on **May 16,**  
192 **2019, 10:00 A.M., at Wye Island NRMA- Department of Natural Resources, Queenstown, MD,**  
193 **21658.**