



**STATE OF MARYLAND  
BOARD OF WATERWORKS AND WASTE SYSTEMS OPERATORS  
MINUTES OF THE MEETING HELD ON:  
Thursday, February 20, 2020 At 10:00 A.M  
Anne Arundel County O & M Complex, Millersville, MD, 21108**

\*\*\*\*\*

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

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

\*\*\*\*\*

**BOARD MEMBERS PRESENT**

William Shreve	Joseph Johnson
Dee Settara	Bruce Darner
Jay Price	Dominic Deludos

**LIASONS, GUEST & STAFF PRESENT**

Martin Fuhr	Board Staff
Pam Franks	Board Staff
Scott Harmon	MRWA Liaison-Board Member Nominee
Partha Tallapragada	Board Member Nominee
Laura Mayberry	Board Counsel
Jennifer Bowman	Board Counsel
Tara Jones	MCET Liaison

**Not Present**

Nancy Hausrath	Board Member
Hiram Tanner	Board Member Nominee
Sue Houghton	MRWA Liaison
Karen Brandt	MCET Liaison

**01. CALL TO ORDER**

Board Chair called the meeting to order at 10:07 AM. The Board briefly discussed Board Member vacancies.

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

It was moved by Joseph Johnson and seconded by Dee Settar to adopt the proposed meeting agenda as written. Motion carried.

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

Board Members reviewed the January 16, 2020 draft meeting minutes. After review, it was moved by Joseph Johnson and seconded by Jay Price to approve the minutes as amended. Motion carried.

## **04. BOARD CHAIR'S COMMENTS**

Board Chairman thanked Board Members and Liaisons for attending today's meeting. Board Chairman reiterated the request made by Board Members made to MDE at the December 2019 to identify an Acting Board Secretary in the interim of the vacant position.

## **05. SECRETARY'S REPORT**

### **A. Board Members**

1. Dee Settar informed the Board that due to current changes in staffing at MDE, (a) the Board Staff report on Revenue and Expenditures will be completed by Debbie Kasraei of MDE's Water and Science Administration; (b) the March quarterly report will not be available due to the vacant Water Supply Program Budget Oversight and Grant Management position; and (c) renewal of the Association of Boards Certification contract will be completed by Nancy Reilman of MDE's Water Supply Program.
2. Board discussed the status of TRE committee members and the approval of new training program applications which will be discussed at the March 11, 2020 TRE meeting.

### **B. Report on Board's Administrative Activities**

None to report at this time.

### **C. Report on Examination Results**

1. Refer to Attachment A. Board Staff discussed the examination statistics for the month of January, 2020. There were 28 total exams taken in January, with an overall pass rate of 35.71%. Five operators sat for the paper water exams, scoring a pass rate of 40%; and four operators sat for the online (AMP) water exam, scoring a pass rate of 50%; In January, twelve operators sat for the paper wastewater and industrial wastewater exams, scoring a pass rate of 42%; and seven people sat for the online (AMP) wastewater and industrial wastewater exams, scoring a pass rate of 14%;

A total of 97 exams have been taken calendar YTD.

## **06. REVIEW OF APPLICATIONS**

1.) Kenneth Huff – Requested Reciprocity from Virginia for Maryland Wastewater Treatment 4 and Water Treatment 5 – Reverse Osmosis Water Treatment System Operator. Board Staff recommended that Mr. Huff be granted the Maryland Wastewater 6 Operator Certification. After review of the description and blueprints of the wastewater plant in question, it was determined the Board will table until further clarification regarding certification of BAT systems operators’ certification license and for such facilities. Joseph Johnson moved to deny Board Staff’s recommendation and seconded by Bruce Darner. Motion carried.

2.) Brian McGuire – Requested Education Substitution credit towards his Class 5 Wastewater Treatment Operator certification. Board Staff recommended Mr. McGuire be granted 1 year of education substitution for experience towards his Wastewater Treatment Class 5 Operator certification. Making him eligible for certification immediately. Joseph Johnson moved to approve Board Staff recommendation and was seconded by Jay Price. Motion carried.

## **07. COMMITTEE REPORTS**

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

Board discussed verifying that the list of TRE committee reports are listed on MDE’s website, with further discussion of implementing a standardized checklist for TRE course applications. Next TRE meeting to be held on March 11, 2020 at Anne Arundel Co. DPW, 445 Maxwell Frye Rd., Millersville, MD 21108.

## **08. ON-GOING BUSINESS**

### **A. Board Appointments**

Dee Settar reported there was no update on the approval process of Board member nominees’ applications for the Board of Waterworks and Waste Systems Operators. There are currently (4) four vacant positions. Board discussed the urgency of finalizing this process to fill the Board member vacant positions.

## **09. NEW BUSINESS**

### **A. Certified Operator Training and Renewal Process**

1. Board Chair requested taking a comprehensive look at the Operator Certification process to include a review of proposed list of changes to the Board of Waterworks and Waste Systems Operators Regulations at the next Board meeting. Board discussed reviewing certification process for small water systems Non-Process training requirements needed for

certification renewal requirements. Board Counsel suggested researching Active Military Service certification renewal.

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

- A. **Bruce Darner** – WWOA is offering Short Course scholarships, Application deadline is March 16, 2020.
- B. **Jay Price** – CSWWA-CWEA Short Course registration begins April 1, 2020. To be held May 31, 2020 at Washington College in Chestertown, MD. The Mid-Utility Conference will be held at Turf Valley Resort, Ellicott City, MD on April 7-8, 2020.
- C. **Tara Jones** –MCET- Implemented two new online training courses available March 1, 2020. On Maryland Center for Environmental Training’s website. This training is for all operators. Courses offered are as follows:

(1) Water Basic- Non Process

(2) Disinfection through Chlorination for Operators in Training. MCET implementing partnership with colleges to hold Board exams, awaiting information from ABC- Association of Board Certification to provide additional information to implement the program and assist with exam review.

EARN Grant has been awarded \$150,000.00 in funding for the 2 year grant. MCET is seeking Co-horts to provide letters of commitment for 2 year partnership agreement pending authorization letters to release exam scores.

## **11. ADJOURNMENT**

Joseph Johnson moved to adjourn meeting at 12:13 PM. The next meeting will be held on **March 19, 2020 at Howard County Bureau of Utilities, Columbia, MD 21045.**



## APPENDIX A: BOARD OF WATER WORKS AND WASTE WATER SYSTEMS OPERATORS 2019 - 2020 OPERATOR PASS/FAIL BY MONTH AND CLASSIFICATION

### Water - Paper

Month	Total #	T <sub>1</sub>	T <sub>2</sub>	T <sub>3</sub>	T <sub>4</sub>	T <sub>5</sub>	WD	G										OVERALL %
AUGUST	25	0/2	0/7	1/4	0/5	5/5	0/2	0/0										24%
SEPTEMBER	8	0/0	0/2	0/0	0/0	0/0	4/5	0/1										50%
OCTOBER	33	1/2	0/1	0/2	2/4	0/0	13/24	0/0										48%
NOVEMBER	22	0/1	0/8	0/2	1/3	2/2	1/3	1/3										23%
DECEMBER	12	0/0	0/0	1/1	2/6	0/0	1/5	0/0										33%
JANUARY	5	0/0	1/3	1/1	0/1	0/0	0/0	0/0										40%
PASSING %		20%	5%	30%	26%	100%	49%	25%										

### WATER - Online - AMP

Month	Total #	T <sub>1</sub>	T <sub>2</sub>	T <sub>3</sub>	T <sub>4</sub>	T <sub>5</sub>	WD											OVERALL %
AUGUST	1	1/1	0/0	0/0	0/0	0/0	0/0											100%
SEPTEMBER	1	0/0	0/0	0/0	0/1	0/0	0/0											0%
OCTOBER	3	0/1	1/1	0/1	0/0	0/0	0/0											33%
NOVEMBER	3	0/0	0/0	0/0	1/3	0/0	0/0											33%
DECEMBER	3	0/0	0/0	0/1	1/2	0/0	0/0											33%
JANUARY	4	2/3	0/0	0/0	0/1	0/0	0/0											50%
PASSING %		60%	100%	0%	29%	0%	0%											

### WATER - Web-based

Month	Total #	T <sub>1</sub>	T <sub>2</sub>	T <sub>3</sub>	T <sub>4</sub>	T <sub>5</sub>	WD											OVERALL %
AUGUST	0	0/0	0/0	0/0	0/0	0/0	0/0											N/A
SEPTEMBER	10	0/0	0/0	0/4	0/3	0/0	0/3											0%
OCTOBER	0	0/0	0/0	0/0	0/0	0/0	0/0											N/A
NOVEMBER	0	0/0	0/0	0/0	0/0	0/0	0/0											N/A
DECEMBER	6	0/0	1/1	0/1	0/2	0/0	2/2											50%
JANUARY	0	0/0	0/0	0/0	0/0	0/0	0/0											0%
PASSING %		0%	100%	0%	0%	0%	40%											

**WASTEWATER & INDUSTRIAL - Paper**

Month	Total #	W <sub>1</sub>	W <sub>2</sub>	W <sub>3</sub>	W <sub>4</sub>	W <sub>5</sub>	W <sub>5A</sub>	W <sub>6</sub>	WA	WS	C <sub>2</sub>	I <sub>2</sub>	I <sub>3</sub>	I <sub>4</sub>	I <sub>5</sub>	I <sub>6</sub>	I <sub>7</sub>	OVERALL %
AUGUST	35	0/0	0/0	1/2	0/1	0/4	0/19	0/0	2/2	0/0	2/6	1/1	0/0	0/0	0/0	0/0	0/0	17%
SEPTEMBER	11	0/0	0/0	0/0	0/2	0/2	1/6	0/0	0/0	0/0	1/1	0/0	0/0	0/0	0/0	0/0	0/0	18%
OCTOBER	32	0/0	0/0	0/1	0/0	0/3	0/5	0/0	1/1	0/0	8/16	2/2	0/0	0/0	0/0	0/1	3/3	44%
NOVEMBER	38	0/1	0/0	0/0	0/0	1/11	1/17	0/0	0/4	0/0	1/1	1/2	0/0	0/0	0/0	1/2	0/0	13%
DECEMBER	13	0/0	0/0	0/0	0/0	0/0	3/7	0/0	0/0	0/0	2/5	1/1	0/0	0/0	0/0	0/0	0/0	46%
JANUARY	12	0/0	0/0	0/1	0/0	0/1	2/5	0/0	1/1	0/0	1/2	1/1	0/0	0/0	0/0	0/1	0/0	42%
PASSING %		0%	0%	25%	0%	5%	12%	0%	50%	0%	48%	86%	0%	0%	0%	25%	100%	

**WASTEWATER & INDUSTRIAL - Online - AMP**

Month	Total #	W <sub>1</sub>	W <sub>2</sub>	W <sub>3</sub>	W <sub>4</sub>	W <sub>5</sub>	W <sub>5A</sub>	W <sub>6</sub>	WA	C <sub>2</sub>	I <sub>3</sub>	I <sub>4</sub>	I <sub>6</sub>					OVERALL %
AUGUST	6	0/0	0/0	0/1	0/0	0/2	0/1	0/0	0/1	1/1	0/0	0/0	0/0					17%
SEPTEMBER	10	0/0	0/0	0/0	0/0	0/2	1/5	0/0	1/2	1/1	0/0	0/0	0/0					30%
OCTOBER	3	0/0	0/0	0/2	0/0	0/1	0/0	0/0	0/0	0/0	0/0	0/0	0/0					0%
NOVEMBER	6	0/0	0/0	0/0	0/1	0/1	1/3	0/0	0/1	0/0	0/0	0/0	0/0					17%
DECEMBER	3	0/0	0/0	0/0	0/0	0/1	0/2	0/0	0/0	0/0	0/0	0/0	0/0					0%
JANUARY	7	0/0	0/0	1/1	0/1	0/1	0/4	0/0	0/0	0/0	0/0	0/0	0/0					14%
PASSING%		0%	0%	25%	0%	0%	13%	0%	25%	100%	0%	0%	0%					

**WASTEWATER & INDUSTRIAL - Web-based**

Month	Total #	W <sub>1</sub>	W <sub>2</sub>	W <sub>3</sub>	W <sub>4</sub>	W <sub>5</sub>	W <sub>5A</sub>	W <sub>6</sub>	WA	C <sub>2</sub>	I <sub>3</sub>	I <sub>4</sub>	I <sub>6</sub>					OVERALL %
AUGUST	0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0					N/A
SEPTEMBER	5	0/0	0/0	0/0	0/0	0/0	0/1	0/0	0/1	2/3	0/0	0/0	0/0					40%
OCTOBER	0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0					N/A
NOVEMBER	0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0					N/A
DECEMBER	7	0/0	0/0	0/0	0/0	0/0	0/2	0/0	0/2	1/3	0/0	0/0	0/0					14%
JANUARY	0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0/0					0%
PASSING%		0%	0%	0%	0%	0%	0%	0%	0%	50%	0%	0%	0%					