

Minutes of the Advisory Board of Examiners for Water and Wastewater Treatment Plant Operators October 23, 2003

Present for the meeting on October 23rd were: Robert Brown, chair; Chris Clark, member; Vui Chung, member; Dail Hollopetter, member; Kirk Leifheit, secretary; Debbie Metz, member; Andrew Barienbrock, Certification Unit, Susan Parkins, Certification Unit, and Chris Bowman, Division of Surface Water (DSW).

The meeting was called to order at approximately 8:42 a.m. A motion was made by Dail Hollopetter, seconded by Vui Chung, to approve the minutes of the September 18, 2003 meeting with the addition of Debbie Metz (via phone) and changing the member who provided the Flash Cert books to Chris Clark.

1. Class IV, Part I

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

NAME	EMPLOYER	TYPE	ACTION
Alan J. Brailer	City of Amherst	Wastewater	Recommend approval based on the information received from the Division of Surface Water and the Office of Legal Services.

A motion was made by Dail Hollopetter, seconded by Kirk Leifheit to recommend approval of the Class IV, Part I application of Alan J. Brailer. Motion carried.

2. Class IV, Part II (new)

Name	Location	Type	Rec'd Date	Number copies
David S. Brown	City of Springfield	WW	10/06/03	4
Ronald DiBacco	City of Solon	WW	9/29/03	4
Charles J. Knott	City of Cambridge	WS	9/29/03	4
Martha Schwendeman	City of Dayton	WS	9/18/03	4

3. Class IV, Part II (resubmittals)

Name	Location	Type	Rec'd Date	Number copies
William H. Beyer	Cincinnati MSD	WW	9-19-03	1
Keith B. Collins	City of Mason	WW	Unknown	4
Anthony Hoholski	City of Lorain	WW	10-20-03	4
Rick Fueston	Tate Monroe Water Association	WS	Unknown	4

4. Class IV, Part II (action)

NAME	EMPLOYER	TYPE	ACTION
Ramesh Kashinkunti	Greater Cincinnati Water Works	Water	Recommend approval pending review by Kirk Leifheit.
Richard Papp	City of Cleveland	Water	Recommend approval.

A motion was made by Kirk Leifheit, seconded by Chris Clark, to recommend that the Class IV, Part II examination of Ramesh Kashinkunti, be approved pending completion of a review by Kirk Leifheit and that the examination of Richard Papp be recommended for approval.
Motion carried.

5. Class IV, Part II (in review)

WATER

NAME, LOCATION	KL	CC	VC	RL	DH	DM	RB
Rick Fueston, Tate Monroe Water Association (resubmittal)	**		**	**		**	
Dennis Horgan, City of Cleveland (resubmittal)	X		**	X		X	
Charles J. Knott, City of Cambridge	**		**	**		**	
Martha Schwendeman, City of Dayton	**		**	**		**	
R. Earnest Stickler, City of Mason (resubmittal)	**						

WASTEWATER -

NAME, LOCATION	KL	CC	VC	RL	DH	DM	RB
William H. Beyer, Cincinnati MSD (resubmittal)		**					
David S. Brown, City of Springfield		**	**		**		**
Keith B. Collins, City of Mason (resubmittal)	**	**			**		**
Ronald DiBacco, City of Solon		**		**	**		**
Anthony Hoholski, City of Lorain (resubmittal)	**	**			**		**

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

6. OIT's

NAME	EXAM TYPE	ACTION
Paul C. Anderson	WW II	Recommend approval.
James P. Babiuch	WW I	Recommend approval.
Leonard K. Bailey	WD II	Recommend approval.
Rick I. Baisden	WW I	Recommend approval.
Edward A. Bee	WW I	Recommend approval.
Biju George	WW III	Recommend approval.
Richard P. Hughes	WW I	Recommend approval.
David J. Paull	WW I	Needs additional information.
Jeffrey J. Pickrell	WS I	Needs additional information. Grant 2 year extension.
John T. Shumaker	WW I	Recommend approval.
Theodore A. Sotnyk	WW I	Recommend approval.

A motion was made by Chris Clark, seconded by Debbie Metz, to recommend approval of the OIT documentation and issue certificates to all of the above except David Paull and Jeffrey J. Pickrell who need additional information and to recommend a two year extension of time for Jeffrey J. Pickrell. Motion carried.

7. Reciprocity

Karl Bergman, Massachusetts (Class IV) - Hold while waiting on information from Massachusetts.

Alvis A. Akers, Arkansas (Class III) - A copy of the test that Mr. Akers passed was reviewed by the Board. The Board recommended that the Arkansas Class III certificate be equivalent to the Ohio Class II.

8. Enforcement Cases

The Board went into executive session and heard updates on current enforcement cases.

9. “Need to Know” Criteria

The Class I and II water “Need to Know Criteria” are finished and Kirk will ask the District Manager’s to review and provide comments.

Class I-III wastewater “Need to Know Criteria” have been completed. Dail Hollopeter will send them electronically to Andy. Andy will then share them with Chris Bowman, DSW, who will seek comment from District DSW personnel. Those tasks have been completed as of the writing of these minutes. Comments should be available for the November 20th Board meeting.

10. Strategic Plan

Chris Clark gave another overview of the excel scoring system he has developed. Discussions were held on category headings and consensus was reached on final category headings. The Board also discussed the potential to eliminate the Part II Application portion of the exam. This was based on the idea that the Part I portion is the application and the Part II would be the exam itself.

The 2004 Board meeting calendar was discussed. OEPA has tentatively scheduled 2004 meetings to occur on the 3rd Thursday of the month in most instances. Andy will send out dates and members will review and provide comments.

Andy discussed the progress of the Op Cert Rules Workgroup.

11. Contact Hour Update

Susan Parkins provided information on the status of the contact hour program. Approximately 3,400 courses have been approved.

Susan asked for Board review of three courses:

a. Ohio composting conference - after reviewing the agenda the Board’s recommendation was to ask for addition information on several of the topics in order to judge relevance. There were several other topics that the Board felt could be approved.

b. Cincinnati State Course on Air Pollution - The Board indicated that more information should be gathered. How many hours of the course are spent specifically on water/wastewater activities.

c. OTCO Water Correspondence course - The Board was asked to assist in determining the appropriate amount of contact hours that should be assigned to the course. OTCO has requested 1 hour per chapter and appendix. The Board was provided a copy of a standard used by the Association of

Boards of Certification (ABC). This standard lays out a set amount of time per page and per test question. The Board recommended that the Operator Certification Unit use the ABC standard in order to maintain consistency. The Board also recommended that for courses where CEU's have been established by some accrediting body that the number of CEU's x 10 be used. In the event that CEUs have not been established ABC's guidelines should be used in determining credit.

11. OpCert Database Update

Information on the status of the new Operator Certification database was provided. Development is currently behind schedule, but the portions that have been tested look positive.

12. Other Business

Discussions were held on the 2004 applications and announcements. They are both on the webpage and should be back from state printing by November.

The November 2003 exams have been sent to state printing.

Andy gave an update on the renewal process. The section is seeing a steady stream of renewal applications. There have been approximately 300 renewal cards sent already and more are being sent on a daily basis.

Andy informed the Board that USEPA gave ABC a grant to develop security related questions for the states to use on certification exams. Once those questions are developed they will be brought to the Board for review.

Kirk and Andy will be drafting a response to the Board's memo regarding a Class IV stakeholders process for the Director's signature.

A meeting was held with Mr. Thomas Finan regarding his Class IV, Part II submittal. Mr. Finan discussed some concerns he had with the letter he had received. Mr. Finan had reviewed several Class IV, Part II's that were approved prior to the meeting. Mr. Finan indicated that after the reviews he saw some areas which he could improve. He will be submitting his response in the next few months.

Debbie Metz asked about the status of questions for the next set of exams. Board members should continue to submit questions for inclusion on the April exams.

*** Board members will review the information provided by Chris Clark in the August meeting and come back with ideas on a proposed method for scoring the examination. ***

There being no further business to come before the Board, the meeting was adjourned at approximately 3:22 p.m. on Thursday, October 23, 2003. (Debbie Metz motioned, Kirk Leifheit seconded. Motion carried.)

Board Approved: November 20, 2003