

**State of Maine
 Board of Licensure of Water System Operators
 Department of Health and Human Services
 Maine Center for Disease Control and Prevention
 Division of Environmental Health
 11 State House Station
 Augusta, ME 04333-0011**

Meeting name: Board of Licensure of Water System Operators

Location: Brunswick/Topsham

Date: Thursday, June 20, 2013

Time: 9:00

Members Present: Trevor Hunt, Chairman, Bath WD; Daniel Levasseur, Huber Eng. Woods; Brian McBride, Kennebunk/Kennebunkport WD; David Bartlett, Assistant Chair; Christopher Crovo, Portland Water District, and Teresa Trott, Drinking Water Program

Present: Doris Poirier, Board Clerk

Minutes prepared by: Doris Poirier, DWP

Minutes reviewed by: Teresa Trott, DWP

Call to order: 9:20 a.m. by Trevor Hunt

Subject	Discussion	Resolution
Election of 2013 Officers:	Trevor stated that he had received David Beaulieu's Board resignation. Advertising for a Class III operator was discussed.	An ad will be sent to service connection. If anyone is interested in serving on the Board, please come forward.
Financial Report:	Terry T. discussed the Budget-to-Date: Freight/Postage – expenses have increased. Renewals – revenues have increased. New licenses – exams held in October and April. Clerical Staff Expense - Doris is currently funded 50%	No action required.

	<p>Water Operator account and 50% Well Drilling account. Terry stated that she has proposed that this be revised to 33% WO, 33% WD and 33% DWP.</p>	<p>Roger has agreed to this percentage revision.</p>
<p>Exams:</p>	<p>CBT Exams were held in October and April. The monthly average number of individuals participating in CBT is 8-12.</p> <p>Computer Based Testing – Terry updated the Board regarding the monthly report from ABC received on individuals who took the test.</p> <p>Waiting period between exams – People are taking tests back-to-back.</p> <p>Paper exams - Three papers exams were taken in April in Augusta.</p>	<p>No waiting period required.</p> <p>For future discussion in September – paper exams, location of exams, and frequency of paper exams.</p>
<p>Stakeholder and Associates Update:</p>	<p>Management Candidate School – Terry distributed the Management Candidate Sch. Listing. This is a yearlong course, offered by JETCC – 12 classes (focus in water and wastewater managerial).</p>	<p>n/a</p>
<p>System Updates:</p>	<p>The discussion revolved around violations, monitoring, repeat offenses, complaints, referrals and the State’s methodology regarding operators and the complaint process.</p> <p>Trevor discussed the operator’s responsibilities towards compliance.</p> <p>Terry stated the need to continue to train compliance staff on ‘what to look for’ regarding monitoring.</p> <p>Terry reviewed a Power Point presentation. It revealed monitoring as the highest problem in the state.</p> <p>There are 1,200 water systems in the State of Maine, of which 736 are required to have a water operator.</p> <p>Terry discussed operator issues vs. lab issues and ways to communicate those violations to persons/facilities who need to know.</p> <p>Terry stated that she has informed the DWP that the Board looks at ‘referrals’ as a ‘second opinion.’</p>	<p>Summary – correct issues with the operator who brings the issues forward to the Board.</p> <p>Review the R.I. model as a possible future tool for field inspectors to document the issues surrounding a particular system for a ‘trial’ basis. If anything rises to the top as a potential licensing issue with the operator, the field inspector would discuss with Terry, confirm if a violation had occurred or not, initiate a complaint to the Board, and then the Board would review to see if an investigation needed to take place.</p> <p>Develop an objective process for repeat offenses that is mutually agreed upon.</p> <p>Provide training on the Safe Drinking Water Act.</p> <p>Participate in sanity survey training.</p>

<p>Other items:</p>	<p><u>American Water Works Assoc:</u> Trevor stated that AWW uses a bar-code on their ID cards. This reduces the need for individuals to carry a picture ID on them and allows for easier documentation submission of TCHs achieved.</p> <p><u>TCHS:</u> to-date, 30 classes have been approved.</p> <p><u>EPA Training:</u> Terry stated that she is on a National committee to discuss EPA training.</p> <p>EPA has given a number of contracts to training providers.</p> <p>Congress ‘might’ appropriate money for a 5 year contract.</p> <p><u>Safe Drinking Water Act:</u> Terry will send a SDWA manual to everyone on the Board.</p> <p><u>Reciprocity:</u> Terry distributed copies of a draft policy for reciprocity.</p> <p><u>Accredited Training:</u> Terry stated that she thinks the Board needs to enter into a discussion on offering the DWP the option to have operators accredited in assessments training. According to the SDWA, it states that the system would have to be inspected by a licensed operator.</p> <p>Starting in 2014, the SDWA will require an assessment when 2 TCR positives occur.</p> <p><u>MWUA:</u> has started an operator proficiency committee which seems to be doing very well. Terry distributed a supplement sheet.</p> <p><u>MRWA:</u> Terry has approved the Web based Class II training.</p> <p><u>JETCC:</u> MMC graduates in September.</p>	<p>For future discussion –providers could use this scanning function/program.</p> <p>Reciprocity - David Bartlett motioned to accept the draft policy. Chris Crovo 2nd. Vote was unanimous.</p> <p>Accredited Tng. – the DWP would develop a list of how to construct the system.</p> <p>For future discussion.</p>
	<p>The Board provided updates to the March 21, 2013 minutes.</p> <p>David B. motioned to accept the March minutes as amended and was seconded by Brian M. The vote was unanimous.</p>	<p>Doris to update and distribute to the Board when finalized.</p>
	<p>Meeting adjourned.</p>	