

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: Greater Augusta Utilities District – Augusta, ME

Date: Thursday, March 21, 2013

Time: 9:15 – 12:30

Members Present: Trevor Hunt, Chairman, Bath WD; Daniel Levasseur, Huber Eng. Woods; Kirsten McNelly; Brian McBride, Kennebunk/Kennebunkport WD; David Bartlett, Assistant Chair; David Beaulieu, MWC; Kerry Smart, Alfred WD; Christopher Crovo, PWD and Teresa Trott, Drinking Water Program

Present: Doris Poirier, Board Clerk

Guests: Roger Crouse, Director, DWP, Nathan Saunders, DWP, Jeff McNally, MRWA; Michael MacDonald, NUEME, and Kristen Hebert

Minutes prepared by: Doris Poirier, DWP

Minutes reviewed by: Teresa Trott, DWP

Call to order: 9:30 a.m. by Trevor Hunt

Subject	Discussion	Resolution
Election of 2013 Officers:	Trevor Hunt stated that 2013 may be his last term on the Board. He also reminded the Board that there is a different level of involvement and expectation once someone serves as Chair on the Board, i.e. going before the Legislature, writing letters, etc. The Board represents its self. The Board voted unanimously to continue with the current officers.	Begin thinking of officer replacements. If anyone is interested in serving on the Board, please come forward.
Stakeholder/Associate Updates:	Jeff McNelly discussed the newly formed water operator proficiency sub-committee, developed to elevate water operator proficiency by	Develop training materials that would be

	<p>focusing on overall water systems and by creating a curriculum for young professionals to build a workforce that brings people into the business and mentors them along the way.</p>	<p>applied to training contact hours.</p> <p>Provide regional tours of plants as part of the training.</p> <p>Develop apprenticeship programs.</p> <p>Develop water operator program awareness at schools/universities.</p>
Financial Report:	<p>Terry Trott provided an update on the budget and stated that “we’re half way through the year, and about half way through the budget.”</p> <p>Expenses are on track.</p> <p>Revenue is a little higher than expected.</p> <p>Terry reminded the Board that the Governor asked for Zero Based Budgeting in developing our budget.</p> <p>A majority of Doris’ time is spent on VSWS customer service.</p>	<p>No action at this time.</p>
Exams:	<p>Terry distributed and reviewed the 2012 Exam graph.</p> <p>The computer based testing (CBT) is going well.</p> <p>A majority of individuals have experienced difficulty signing up on the website, however, when they call up, Terry guides them through the registration process.</p> <p>Terry also discussed an AMP scheduling issue specific to one individual. That issue has been resolved.</p> <p>Several reports to Terry from AMP indicated that several individuals took the Hawaiian test, not the Maine test.</p> <p>Maine operators are taking the national test. There was some discussion around the number of times the CBTs were being taken by the same individual(s).</p>	<p>N/A</p>
Stakeholder and Associates Update:	<p>Roger Crouse discussed the Operator’s Board Report regarding Notices of Non-compliance (NON).</p> <p>Roger reviewed the following: NON code; Notice of Non-compliance code; Primary Operator; begin & end dates; Enforcement Targeting Tool (ETT) score, monitoring violations,</p>	<p>For future discussion.</p>

and the number of years that a site has had that violation.

Trevor Hunt inquired as to how the information could be used as a tool going forward. Roger indicated that revisions, possibly in the form of check-boxes, and standardizations could be made.

Terry Trott discussed whether or not the Board even needed to see NON information if it is not the fault of the operator and indicated that it will not show in the report if the DWP has determined that the violation is not the fault of the operator, because the reporting is on the operator. Does the Board even need to see this?

Trevor Hunt stated that “The current and historical parts need to be clarified.”

Terry Trott: “If the sampling was not done, and the operator has an agreement with the owner for the owner to do the sampling, that I don’t accept as far as the operator not being responsible.”

“I’ve always told contract operators that they are responsible for sampling...they don’t have to perform the sampling, but they are responsible to make certain the sampling takes place.”

The discussion revolved around contracts and the terms of their agreements. Who is responsible, the operator or the owner?

Terry Trott: “The DWP will have to move forward with their process.”

There was much discussion around violations (failure to monitor offenses) and the complaint process. No decision finalized at this time.

Bottom line: The operator is in charge of all water quality and quantity. If the operator says to the owner “you need that well cap fixed, the operator needs to stand by that, he needs to give it to the owner in writing along with a timeframe to get it fixed, and the owner doesn’t do it, then the operator needs to say “I’m not responsible and I’m not going to take care of system.” Operators must stand up for themselves.

If FIT finds that the well cap has not been repaired, then a violation is assigned.

A point system for violations to be developed, Point system to be

	<p>reviewed and approved before implementation.</p> <p>Terry Trott offered to put the various types of monitoring violations in a spreadsheet (annually, quarterly) (inorganics, copper, etc.), and ask board members to asses a point value to the violations.</p> <p>(Failure to monitor on repeat samples is more serious than failure to monitor on routine samples.) (1st offense vs. numerous offenses.)</p>	Board to review and access points
	<p>In order to be able to evaluate operators, we need to adopt an enforcement action process/procedure including reporting procedures and disseminating that information to FIT.</p> <p>“Criteria to investigate operator competence.” – Terry to draft.</p> <p>Nathan Saunders to develop a ‘bar chart’ on monitoring violations from worse to lease (seriousness vs. frequency) – per Chris Crovo.</p>	
	Whose responsibility is it - DWP or the Board?	
	Apply the points per capita in order for sites to be on the same level playing field.	
	Meeting adjourned.	
Next Meeting:	Thursday, June 20 th , Brunswick/Topsham	