

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 Water District, Topsham, ME.

Date: Thursday, November 15, 2012

Time: 9:35 – 12:30

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

Present: Doris Poirier, Board Clerk (**Absent:** Christopher Crovo, PWD.)

Guests: Roger Crouse, Director, Drinking Water Program, Kirsten Hebert, MRWA; Michael MacDonald, NUEME;

Minutes prepared by: Doris Poirier, DWP

Minutes reviewed by: Teresa Trott, DWP

Call to order:	The meeting was called to order at 9:35 a.m.	Called to order by Trevor Hunt.
Welcome:	Brian McBride of the Kennebunk/Kennebunkport Water District, Class IV Board Member	Brian was recently nominated to the Board by Governor Paul LePage.
General administration:	<ul style="list-style-type: none"> • Trevor motioned to accept the September minutes with one minor change; the name of Greg Kidd to be included. • Updated binder supporting documentation was requested for the entire Board. 	Motion was 2 nd by David Bartlett. Vote was unanimous. Doris to provide documentation.
Financial report: Version dated;	The discussion revolved around the decrease in revenues. Terry informed the Board that the decrease was due in part to the decrease in the number of renewals being returned, the aging population of	

09/19/2012	<p>current operators and the reduction of new operators entering the field.</p> <p>The Board recognized the decrease in renewals and recognized the need to increase the number of individuals entering into the field.</p> <p>Determined that the Board would not send a member to the January ABC Conference due to expenses.</p>	Terry informed the Board that in the Spring, EPA would hold a certification officers meeting which has similar discussions to ABC.
Operator/System updates:	<p>Roger presented a sample report to the Board regarding compliance and non-compliance issues. This sample report is a first attempt to capture data, on a routine basis (quarterly or annually) regarding violations and/or deficiencies of water systems as related to their operator.</p> <p>The discussion revolved what data needed to be captured in order to present system non-compliance issues in report form that is consistent with operator responsibilities.</p> <p>The following issues were raised:</p> <ul style="list-style-type: none"> • what types and numbers of violations or deficiencies should be brought to the Board? • what data would be reported? • how would the information be merged with the complaint process? • frequency, severity and how would the risk rank? • how would the operator be notified and would there be progressive notification? <p>The ‘comment section’ of the report, was discussed in union with the list of 9 offenses providing a basis for enforcement action (NEWWA).</p> <p>Renewals 2012 – are in the mail.</p>	<p>It was recommended that the language in the list of offenses be consistent with the language used in the comment section.</p> <p>Terry informed the Board that 536 renewals were mailed.</p>
Exams:	<p>Terry informed the Board that the number of individuals repeating the exam has increased due to the availability of exams.</p> <p>Terry distributed the schedule of individual names for testing.</p> <p>Terry stated that for the last paper testing in Presque Isle, 6 were scheduled to test, but only 5 showed up. The test date was</p>	There are 11 people scheduled from Nov. 1 st to January 31 st .

	<p>postponed 1 week due to proctor availability.</p> <p>One candidate has recently requested for a test to be read.</p> <ul style="list-style-type: none"> • Trevor stated that he was interested in the 'pass' rate. • Item 4d on the Agenda was tabled for future discussion. (VSWs exam review process.) 	<p>Terry stated that the one individual, who did not test, was probably due to rescheduling issues.</p> <p>Terry to provide report regarding pass rates at the end of the year.</p> <p>The Board recognized the need for 'niche' VSWs testing (as special circumstances). VSWs testing can be overwhelming for some individuals.</p>
ABC Conference:	The ABC Conference is scheduled for the week of January 22-25 in San Diego, California.	No one will be attending at this time due to budget constraints.
Follow-up:	Items for continuing discussion: rule change needs in the future; Conditional or Provisional License criteria for Inactive Operators to assist in the potential for emergency operations.	No action or discussion at this time.
Motion:	Trevor Hunt motioned to adjourn the meeting. Motion was seconded by David Bartlett.	Meeting adjourned at 12:30.
Next meeting:	The next Board meeting is scheduled for: March 21, 2013.	Location: Greater Augusta Utilities District.