

DRINKING WATER & WASTEWATER PROFESSIONALS
Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Board Meeting Minutes of 5/6/2014

BOARD MEMBERS PRESENT: Barry N. Burnell - Chair
Dr. Joan M. Cloonan
Bryan Lacy
John R. Lee
Jack V Bennion
Brad Don Andersen
Dion W Holton

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Administrative Support Manager
Lori Peel, Investigative Unit Manager
Maurie Ellsworth, Legal Counsel
Mary Miles, Technical Records Specialist I

OTHERS PRESENT: General Darrell Manning
Brian Kane, Assistant Chief Deputy Attorney General
Mike Shepherd, City of Weiser
Shelley Roberts, Idaho Rural Water Association
Ellen Hayes, City of Boise

The meeting was called to order at 8:30 AM MDT by Barry N. Burnell.

APPROVAL OF MINUTES

A motion was made by Dr. Cloonan to approve the minutes of 2/5/2014. It was seconded by Mr. Bennion. Motion carried.

A motion was made by Dr. Cloonan to approve the minutes of 2/13/2014. It was seconded by Mr. Lacy. Motion carried.

ROLE OF A BOARD

Gen. Manning addressed the Board members regarding their responsibilities as a Board.

OPEN MEETING LAW

Mr. Kane addressed the Board members regarding the open meeting laws. The discussion included the following:

- Definitions
- Notice and Agenda
- Conduct of the Meeting
- Executive Session
- Enforcement

EXECUTIVE SESSION

A motion was made by Mr. Lacy that the Board go into executive session under Idaho Code § 67-2345(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Mr. Andersen. The vote was: Mr. Burnell, aye; Mr. Bennion, aye; Mr. Lacy, aye; Mr. Lee, aye; Mr. Holton, aye; Mr. Andersen, aye and Dr. Cloonan, aye. Motion carried.

A motion was made by Dr. Cloonan to come out of executive session. It was seconded by Mr. Lee. The vote was: Mr. Burnell, aye; Mr. Bennion, aye; Mr. Lacy, aye; Mr. Lee, aye; Mr. Holton, aye; Mr. Andersen, aye and Dr. Cloonan, aye. Motion carried.

BREAK 10:30 – 10:45

BOARD MEMBER INTRODUCTION

The Board welcomed Mr. Lacy to the Board and thanked him for his willingness to serve.

LEGISLATIVE REPORT

Ms. Cory gave the legislative report. She said that the rule changes went into effect 3/20/2014 and the law changes will go into effect 7/1/2014. She reminded the Board that any law changes for the 2015 Legislative Session are due August 1 and rule changes are due the third week of August.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board has a cash balance of \$445,902.08 as of 4/30/2014.

INVESTIGATIVE REPORT

Ms. Peel gave the investigative report, which is linked above.

FOR BOARD DETERMINATION

A motion was made by Mr. Bennion to approve the Bureau's recommendation and authorize closure in cases I-WWP-2014-3 and I-WWP-2014-4. It was seconded by Dr. Cloonan. Motion carried.

A motion was made by Mr. Lee to approve the Bureau's recommendation and authorize closure in case I-WWP-2014-5. It was seconded by Mr. Bennion. Motion carried.

PUBLIC COMMENT

Ms. Roberts updated the Board members on the interactive training courses that were presented by Idaho Rural Water Association. The method worked well and the feedback from operators was positive.

TO DO LIST

Ms. Hall presented to the Board members the estimated costs associated with laminating licenses. The Board determined that an operator could laminate their own cards.

The Budget Request Form was discussed regarding the additional funds to send Board members to the Association of Boards of Certification and Pacific Northwest Section – American Waterworks Association conferences. The Board approved adding this to the budget request form.

BACKFLOW ASSEMBLY TESTER CODE OF CONDUCT

The Board members reviewed and discussed the public comments received regarding the BAT Code of Conduct draft. Changes were made to the draft and the revised draft will be posted to the Board's webpage for comment.

Mr. Shepherd and Ms. Roberts addressed the Board in support of the BAT Code of Conduct.

A discussion was held regarding the tagging of backflow assemblies. Mr. Burnell will research the Department of Environmental Quality's rules regarding the issue and bring the information to the next Board meeting.

BACKFLOW ASSEMBLY TESTER REFRESHER COURSE MINIMUM STANDARDS

Mr. Andersen discussed with the Board members the minimum standards for the BAT refresher course. A sample of the course agenda and exam were presented to the Board for review. The information will be presented to the BAT instructors for the State of Idaho and Backflow Management Inc. for comment.

ASSOCIATION OF BOARDS OF CERTIFICATION CONTINUING EDUCATION COURSE REVIEW

Mr. Lee will review the policies that ABC has regarding online courses and bring the information to the next meeting.

LUNCH 12:35 – 1:15

BOARD MEMBER PLAQUE

A motion was made by Mr. Andersen to purchase a plaque for Larry Annen for his years of service and dedication on the Board. It was seconded by Mr. Holton. Motion carried.

REVISED APPLICATION AFFIDAVIT

Ms. Miles presented to the Board members a draft revising the experience addendum and employer affidavit for all licensure applications.

A motion was made by Mr. Holton to approve the revised affidavit. It was seconded by Mr. Bennion. Motion carried.

ASSOCIATION OF BOARDS OF CERTIFICATION 2013 PASS / FAIL REPORT

The Board reviewed the ABC 2013 Pass / Fail report. The report will be posted to the Board's webpage.

PACIFIC NORTHWEST CLEAN WATER ASSOCIATION CONFERENCE

The Board discussed the request from the Pacific Northwest Section – American Waterworks Association to have a Board member present at the conference on the Idaho licensing program. Mr. Bennion volunteered and he will contact PNCWA to confirm his attendance.

A motion was made by Mr. Lee to authorize payment of expenditures for Mr. Bennion to attend and present at the PNCWA conference in Vancouver, WA. It was seconded by Mr. Holton. Motion carried.

CORRESPONDENCE

The Board reviewed an e-mail received from Ronald O'Connor regarding continuing education courses. A response will be drafted for the Board Chair's review.

EXECUTIVE SESSION

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the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Dr. Cloonan. The vote was: Mr. Burnell, aye; Mr. Bennion, aye; Mr. Lacy, aye; Mr. Lee, aye; Mr. Holton, aye; Mr. Andersen, aye and Dr. Cloonan, aye. Motion carried.

A motion was made by Mr. Holton to come out of executive session. It was seconded by Mr. Lee. The vote was: Mr. Burnell, aye; Mr. Lee, aye; Mr. Lacy, aye; Mr. Lee, aye; Mr. Holton, aye; Mr. Andersen, aye and Dr. Cloonan, aye. Motion carried.

APPLICATIONS

A motion was made by Mr. Holton to approve 22 applications for licensure; to approve 91 applications for exam; to deny six applications; and to hold four applications pending more information. It was seconded by Mr. Annen. Motion carried.

Approved for Licensure

ALLINGER PATCH ALPHONSE VON	DWT1-19842
BECK TONI	WWC1-19800-R
BECK TONI	WWT1-19809-R
BEEBE EDWIN LEE	WWT1-19844
BRENNER KENTON W	BAT-19992
BRENNER LEANNA C	BAT-19991
CROSS DANIEL R	WWC1-19993
GOBBI DAVID ALLEN	DWD1-19982
HALE JEFFREY	BAT-19877
HAYES ELLEN	WWT3-19935
HUNT JOSHUA D	WWT1-19821
LENZ CONNOR	WWC1-19931
LESNIEWSKI ROBERT JOSEPH	WWT1-20001
MARTIN BENJAMIN S	WWT4-19839
MOONEY RONALD WILLIAM	DWT1-19873
PETTY STEVEN G	WWC1-19820
RANKIN HEATHER	WWT1-19850
RICE CHRISTOPHER SHELBY	WWT1-19847
ROSE BRANDEN S	DWT1-19967
SMITH MICHAEL P	DWT3-19995
VILLINES TRAVIS JAMES	WWC2-19875
VILLINES TRAVIS JAMES	WWT2-19874

Approved for Exam

ANDERSON ROBERT L	WWT1
ARCHIBALD DONNA L	WWT3
BABB STEVEN P	WWC1
BAIN CHRIS D	DWD3
BAITY BERRY SCOTT	WWT1
BALTIERRA TONY R	DWD3

BARROWS CLAYTON KEAHI	BAT
BAUER RICHARD WAYNE	DWD1
BOLTON BRANDON	DWD1
BONNER EMMETT LEE	WWT2
BOWMAN DANIEL JOHN	DWD2
BRAGG JARED S	DWDVSWS
BROWN DANIEL J	DWD3
BUCKNER MICHAEL G	WWT2
CAMP AARON MICHAEL	WWT1
CAROTHERS WILLIAM DOUGLAS	DWD2
CARSON LESLIE J	DWD2
CASSEL CHAD K	DWD3
CHAMBERS LONNIE RAY	WWC3
CHATTERTON KELLEN SCOTT	DWD3
CHESNUT MICHAEL W	DWD2
COLEMAN SHAWN M	WWC1
CRAYNE SHAWN BERNARD	WWT3
CROSS DANIEL R	WWT1
CROSSLEY DALE A	WWT4
DEYOUNG CLINTON A	DWD3
ELLIS D RAY	WWC1
ENNEKING PATRICK JOSEPH	WWT1
ERICKSON JAMES DAVID	DWD2
FALKINGHAM WILLIAM D	WWC4
FLEMING TRAVIS	WWT3
FLEMING TRAVIS	WWC4
FULLER KENNETH S	WWTLA
GASSEL DAVE J	WWT4
GOGERT DARRELL LEE	DWTOIT
GREEN BRADLY GEORGE	WWT3
HEINZE JONATHAN LYNN	DWD1
HOLLIST BRETT JAY	DWDOIT
HOLMAN KYLE	WWTLA
HOLYOAK STEVEN R	WWL3
HOWELL JEREMY J	WWTL
JARVIS LUPE M	WWL2
JOHNSON JASON S	WWC1
JOHNSON SHANNON M	WWT4
KAHRE SCOTT M	DWDVSWS
KIMPTON JEREMY	WWTL
LEAMON JEFF S	WWC1
LEFEVOR LINDSAY	WWL1
LETHLEAN SHAD BRIAN	WWT3
LEWIS KAVIN VAUGHN	DWD1
LUSK CAMERON C	DWD3
MCHENRY LUKE OSCAR LEE	DWT1

MENDIVE TERRELL NICHOLAS	WWC2
MEUSCH JOEL MICHAEL	DWT2
MEUSCH JOEL MICHAEL	DWD2
MILLER JASON LEIGH	WWC1
NADEAU MIKE N	WWT3
OCONNOR MARCUS BRANDON	WWC1
PARKER MIKE J	WWT1
PARKER ROGER	WWT3
PARRISH TYLER STEVEN	DWD2
PEARSON DAX L	DWD2
PICKEL TERRY WADE	DWD4
PIERSON RICHARD	WWT1
RABURN KOREY	WWT1
RHODES IRA S	DWD3
RIVAS MANUEL C	DWD3
ROBINSON SHAUN P	WWC1
RUSSELL BRANDON EUGENE	WWC2
SCHLAPIA RICK C	DWD3
SCHOONOVER CURT L	WWT4
SCOTT CHRISTOPHER A	DWD1
SHOTSWELL DAVE O	WWT2
SIMPSON ROBERT L	WWTLA
SLACK KEITH DUANE	WWC3
SMITH HERMAN HAROLD	WWC2
SMITH LEONARD LEE	WWT2
SOMMARS RON D	DWD3
STEVENS HARRY T	DWT1
STINSON JOHN GEORGE	DWT1
STOMBAUGH KEVIN L	WWT4
TATE ADAM	WWC3
TAYLOR SCOTT ALAN	WWT1
TORRES ROBERTO F	DWT2
VAUGHN CHAD	DWT2
VINEYARD WILLIAM	DWD2
WARD CHRISTOPHER M	WWT2
WEISGRAM TANNER NICHOLAS	WWC2
WENDLER SHANE P	DWTOIT
ZIEMER BEAU J	WWC2

Denied

DELLWO MATTHEW J
FREEMAN BRANDON
HUMPHERYS SCOTT C
SPENCER RYAN RAY

TOGNONI GIOVANNI J
WHITE JEFFERY SCOTT

Pending

901041864
901072748
901127242
901131673

CE COURSES

A motion was made by Mr. Bennion to approve 59 continuing education courses and to deny one continuing education course. It was seconded by Dr. Cloonan. Motion carried.

APPROVED

CEU PLAN

PRINCIPLES OF CHLORINATION & DECHLORINATION
DECHLORINATION - GAS APPLICATION AND USAGE
INTRODUCTION TO UV TECHNOLOGIES
EMERGING WATERBOURNE PATHOGENS
TRICKLING FILTERS
WATER TREATMENT TECHNIQUES - COMPLETE COURSE
WTT: FILTRATION
SETTLING AND CLARIFICATION
WTT: ION EXCHANGE
WTT: MEMBRANE SEPARATION
TOXIC & HAZARDOUS MATERIAL HANDLING PROCEDURES
UV DISINFECTION - SIZING OF UV SYSTEM USING BIOASSAY
HISTORY OF ULTRAVIOLET DISINFECTION
LEAD AND COPPER RULE
ARSENIC
BFCS: TRANSITION FROM CRAFTSMAN TO SUPERVISOR
BFCS: EFFECTIVE SUPERVISORY COMMUNICATION
BFCS: LEADERSHIP / COACHING
BFCS: DELEGATION / MOTIVATION
TREATMENT PLANT MAINTENANCE AND ACCIDENT PREVENTION
TPMAP: OWNERSHIP OF EQUIPMENT
TPMAP: EQUIPMENT FAILURES AND HAZARDS
TPMAP: CHECKLISTS MEAN MORE THAN A CHECKMARK
TPMAP: SOLUTIONS CAN BE HEALTHY
PARASITES, PART 2
INTRODUCTION TO BASIC MICROBIOLOGY AND PARASITES
BASIC MICROBIOLOGY, PART 2
FILAMENTIOUS BACTERIA IDENTIFICATION & PROCESS CONTROL

INTRODUCTION TO WASTEWATER MICROBIOLOGY & PROCESS CONTROL
WASTEWATER MICROBIOLOGY & PROCESS CONTROL - PART ONE
INTRODUCTION TO BACKFLOW PREVENTION
INTRODUCTION TO THE HYDROLOGIC CYCLE AND AQUIFERS
WATER SHORTAGE, REUSE, AND RESOURCE MANAGEMENT: THE ST. PETERSBURG, FL EXPERIENCE
INTRODUCTION TO WATERSHEDS AND RIVERSHEDS
WASTEWATER MICROBIOLOGY & PROCESS CONTROL - PART TWO
CORROSION CONTROL
FOG: FATS, OILS AND GREASE
LABORATORY SAFETY: ELECTRICAL, FIRE AND RADIATION SAFETY
COLLECTION SYSTEM: GETTING TO THE ROOT OF THE SEWER PROBLEM
MATH FOR WATER PLANT AND DISTRIBUTION
LIME / SODA ASH SOFTENING FOR WATER PLANT OPERATORS
PUMP STATION MAINTENANCE
INTRODUCTION TO CONCRETE PRESSURE PIPE
GRIT REMOVAL
ERS: GENERATORS
TESTING A DCVA - DOUBLE CHECK VALVE ASSEMBLY BPD - 3 VALVE
TESTING A RPZ - REDUCED PRESSURE PRINCIPLE BPD - 3 VALVE
TESTING A PVB - PRESSURE VACUUM BREAKER BPD - 3 VALVE
TESTING A SPVB - SPILL RESISTANT PRESSURE VACUUM BREAKER BPD - 3 VALVE
COMMON PITFALLS IN CHEMICAL FEED
CLARIFIER OPERATION
REASONABLE SECURITY MEASURES TO PROTECT YOUR PLANT

FORSGREN ASSOCIATES

INTRODUCTION TO BACKFLOW PREVENTION
BACKFLOW PREVENTION FOR WATER SYSTEM OPERATORS
GAS CHLORINATION
INTRODUCTION TO GAS CHLORINATION

HAYDEN AREA REGIONAL SEWER BOARD

WASTEWATER TREATMENT REVIEW AND DISCUSSION

IDAHO RURAL WATER ASSOCIATION

REUSE 101: A COST SAVING ALTERNATIVE

NORTH IDAHO OPERATOR SECTION

DESIGN AND CONSTRUCTION OF A UASB SYSTEM

DENIED

EDUCATION AND TRAINING SERVICES

BASIC PUBLIC UTILITIES AND WATERWORKS MANAGEMENT INSTITUTE

NEXT MEETING was scheduled for August 6, 2014 at 8:30 AM.

ADJOURNMENT

A motion was made by Mr. Lee to adjourn the meeting at 4:15 PM. It was seconded by Mr. Holton. Motion carried.

Barry N. Burnell, Chair

Dr. Joan M. Cloonan

Bryan Lacy

John R. Lee

Jack V Bennion

Brad Don Andersen

Dion W Holton

Tana Cory, Bureau Chief