

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

Board Meeting Minutes of 8/3/2016

BOARD MEMBERS PRESENT: Barry N Burnell - Chair
Dr Joan M Cloonan
John R Lee
Brad D Andersen
Michael W Shepherd

BOARD MEMBERS ABSENT: Daniel J Messier
Bryan A Lacy

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Administrative Support Manager
Lori Peel, Investigative Unit Manager
Eric Nelson, Board Prosecutor
Maurie Ellsworth, General Counsel
Kellie LaBonte, Technical Records Specialist

OTHERS PRESENT: John Russ, Manager – Department of Labor
William Enders, Applicant

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

APPROVAL OF MINUTES

Dr. Cloonan made a motion to approve the minutes of 5/4/2016. It was seconded by Mr. Shepherd. Motion carried.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$400,051 as of 7/31/2016.

Mr. Shepherd made a motion to approve the Board Contract as presented and to authorize the Board Chair to sign. It was seconded by Dr. Cloonan. Motion carried.

DISCIPLINE

Mr. Nelson presented a memorandum regarding case number WWP-2016-3. After discussion, the Board gave recommendations for appropriate discipline.

INVESTIGATIVE REPORT

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

TO DO LIST

The Board reviewed the to-do list and no action was taken.

UPDATE FROM IRWA AND CTE

John Russ from Department of Labor provided updates for the Board about creating and implementing apprenticeship programs for drinking water and wastewater operators. The subcommittee will continue to meet and will update the Board as necessary. He also noted that Professional Technical Education (PTE) has changed its name to Career Technical Education (CTE).

UPDATE REGARDING EXAMINATION PROCESS

Mr. Burnell said that due to the fact that the Department of Labor is unable to continue proctoring the exams, the Bureau has been in contact with Association of Boards of Certification (ABC) and testing centers located within several community and technical colleges throughout the state to administer the computer based exams. Ms. Cory added that having the examinations administered at the testing centers would offer a range of examination dates offering flexibility to the operators and systems. Once approved, the operator would be able to contact the testing center to schedule the online exam. Discussion was held by the Board as whether to continue offering the written examination or not; as the testing centers will only be able to administer the computer based exams. If written examinations continue, significant changes in process will take place. The Board would like to have written notification go out to all licensees informing them of the changes and when the changes will take place. The information contained within that notification will also be posted on the Board's website.

Mr. Shepherd made a motion for written notification to be drafted and approved by the Board Chair notifying operators of the changes to the examination process. This information will also be placed on the Board's website. It was seconded by Dr. Cloonan. Motion carried.

BOARD ELECTIONS

A motion was made by Mr. Shepherd to nominate Dr. Cloonan as the Board Chair. It was seconded by Mr. Andersen. Motion carried.

A motion was made by Mr. Andersen to nominate Mr. Lacy as the Vice-Chair. It was seconded by Mr. Shepherd. Motion carried.

A motion was made by Mr. Burnell to close nominations for Chair and Vice-Chair. It was seconded by Mr. Andersen. Motion carried.

OPERATOR IN TRAINING UPGRADING PROCESSES

Discussion was held regarding Operator in Training applicants. Numerous applications for Class I licensure are being received, yet the system that is listed on the application is actually classified by DEQ as a very small water system. There is not an experience requirement for OIT licenses, systems are not listed on the OIT application. Ms. LaBonte requested a change to the instruction page that informs the applicant if a system is classified by DEQ as a very small water system, the OIT license cannot be upgraded to the Very Small Water System license. Mention was also made that the OIT license is issued for a three year time period. This allows for the OIT operator to obtain the required experience in terms of time and hours within that three year period.

Mr. Andersen made a motion to approve the changes to the OIT application. It was seconded by Mr. Lee. Motion carried.

APPLICATION PROCESS FOR SYSTEMS THAT REQUIRE NO LICENSED OPERATOR

Discussion was held regarding applications that list a system that is classified as non-community or transient. Mr. Burnell said that if an operator wants to apply for licensure for a system that is not required to have a licensed operator, the person needs to apply for either a very small water system operator license or a very small wastewater system operator license. The technical record specialist needs to continue to check with DEQ to see if any paperwork has been received regarding the named system listed on the application. Any email correspondence should be included with the application for Board review.

CORRESPONDENCE

The Board reviewed correspondence from Kim Parker with the Operator Certification Program in the State of Wyoming; as well as the various replies from other states in the northwest and Rocky Mountain States. This correspondence dealt with the issue of applicants applying by reciprocity or endorsement to avoid the licensing requirements of another state. The Board directed Ms. LaBonte to reply to Ms. Parker citing Idaho Code 54-2410 and Rule 400 regarding applying by endorsement.

The Board reviewed correspondence from Bill Thompson with Zarathom Online Training requesting that contact information be displayed on the Board's website under training and study materials. After viewing Zarathom's website, the Board agreed to post contact information for Zarathom Online Training.

The Board reviewed correspondence from DEQ. This email was sent to inform the Board that the way classifications of systems is determined has changed. Due to this change, some systems may change as a result up or down a level. DEQ indicated that they will work with the operators to see that they are licensed properly. No action was taken by the Board.

A letter from Mr. Hawker was reviewed by the Board. Mr. Hawker had several questions for the Board. The Board directed Ms. LaBonte to respond to Mr. Hawker with the answers the Board supplied.

EXECUTIVE SESSION

Dr. Cloonan made a motion that the Board go into executive session under Idaho Code § 74-206(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. Shepherd. The vote was: Mr. Burnell, aye; Dr. Cloonan, aye; Mr. Lee, aye; Mr. Andersen, aye; and Mr. Shepherd, aye. Motion carried.

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

APPLICATIONS

Mr. Anderson made a motion to approve 27 applications for licensure; to approve 70 applications for exam; to deny 8 applications; and to hold 10 applications pending more information. It was seconded by Dr. Cloonan. Motion carried.

Approved for Licensure

ALLEN DAVID J	WWC1-21378
ANDERSON TUI HONOLOA	DWD4-21231
AUSTIN MARK A	WWC1-21379
CLARK JAMES	DWD1-21369
COOK ANDREW	WWC1-21278
ENDERS WILLIAM C	BAT-21210
GARZA BRIAN	DWD1-21271
GRAHAM WILLIAM ROGER	DWD2-21308
HASENOEHRL STEVEN	DWD1-21239
LARSEN JAMES ALDEN	WWT1-21377

LARSEN JAMES ALDEN	WWC1-21376
LEGG RICK	DWD1-21301
LEGG RICK	DWT1-21366
LEGG RICK	WWC1-21367
LITTLEFIELD FRANK	BAT-21257
PATTERSON TIMOTHY J	DWD1-21236
POLEK TRAVIS JOHN	DWD1-21238
QUEZADA EFRAN	WWC1-21380
RUIZ ANDREW J	WWT4-21303
SCHULHOFF ROBERT	WWT1-21353
SCHULHOFF ROBERT	WWC1-21354
SMITH WILLIAM E	DWD1-21243
SUMPTER ADAM DAVID	DWD1-21237
THOMAS DANIEL JOSEPH	DWD1-21323
WADE DANIEL L	WWC1-21262
WEBSTER RYAN DENNIS	DWD1-21268
WOOD CHADWICK JAY	BAT-21382

Approved for Exam

ABERCROMBIE MIKE	WWL1
ANDERSON KELLY	DWD1
BAITY BERRY SCOTT	WWT2
BALLING ROBERT H	DWDVSWS
BEACHAM JOHN	DWD1
BENKO WILLIAM J	WWT3
BERGSTROM DOUG D	DWD4
BORTOLUZZI FLOYD	DWT1
BRANDT ANTHONY ROSS	WWTLA
BRAUBURGER JASON L	WWTLA
BRAUBURGER JASON L	WWC1
BRINKLY DUSTIN L	WWC2
BROWN JONATHAN	WWT2
BURCHAM LARRY	WWT3
BYRD RODNEY	WWT1
CAMP AARON MICHAEL	WWT2
CARTER NADINE LOUISE	DWDVSWS
CERNYAR NATHAN ELLIOT	WWC3
CERNYAR NATHAN ELLIOT	WWT3
COMBE TERRY WAYNE	DWT2
DARI ROBERT PETER	WWT2
EICH SPENCER	WWC1
ERICKSON JAMES DAVID	DWD3
EVERHART KENNETH NEAL	DWDOIT
FILKINS DAVID CLARK	WWC3
FREEMAN JASON	WWC1

FREEMAN JASON	DWD1
GAMEZ JONAS ALONSO	WWT2
GIOVE CODY JOSEPH	DWD2
GOAD DANNY	WWT1
GRANDELL LEO	WWC1
HASSELSTROM SCOTT J	DWD2
HENDERSON DAVID ALLEN	WWT3
HUFFMAN KYLE LEVI	DWDVSWS
HUNT JOSHUA D	WWT3
HUST JACOB R	DWT1
JAMES ANGELA	DWDVSWS
JOHNSON CHRISTIAN PAUL	WWT2
JOHNSON LEONARD ROY	WWC1
KETCHUM FRANK L	WWT0IT
KEYS BRETT ANDREW	WWL3
KIEFFER KRISTON AARON	DWD1
KISSIRE TRAVIS J	WWT0IT
LEFEVOR LINDSAY	WWT3
LOUGHMILLER JOSE M	WWC1
MARVIN CHRIS M	WWC2
MCCOY RUSSELL C	WWT1
MCDOWELL THOMAS JAMES	DWD1
MCMANUS MICHAEL J	WWC1
MERCER JERRY A	WWT1
MITCHELL MICHAEL B	WWT1
MOORE ALLEN K	DWD4
PAJAK CHRISTOPHER J	WWL2
PALMER THOMAS A	WWT2
PETERSON ERIK	DWD2
POTTER TREVOR ALAN	DWDVSWS
POTTER TODD DAVID	DWDVSWS
REGEHR BRYON D	DWD2
REGEHR BRYON D	DWT2
RICHARDS COREY L	DWT2
RUIZ JAKE	DWD2
SHELTON SEAN	WWC1
SWANSON WAYNE EDWARD	WWT1
TACKETT MICHAEL	WWT1
TANNER TERRY	WWC1
TANNER TERRY	WWT1
THIEME DUSTIN MICHAEL	WWL1
TOLBERT BRYAN KEITH	WWTL
VEENSTRA JAMES EVERETT	WWT2
ZARATE PATRICIA JOY	WWL2

Denied

BONNER EMMETT LEE
KEEN VICTOR JEWEL
KIMPTON JEREMY RAY
LOUGHMILLER JOSE M
MANGUM LARRY M
PRICE RANDY GREG
SHELTON SEAN
SUWANRIT FRANK S

Pending

901125226
901131069
901138315
901050667
901146608
901140143
901140143
901140143
901140143
901122543

NEXT MEETING is scheduled for November 2, 2016 at 8:30 AM.

ADJOURNMENT

Dr. Cloonan made a motion to adjourn the meeting at 1:03 PM. It was seconded by Mr. Shepherd. Motion carried.

Barry N Burnell, Chair

Dr Joan M Cloonan

John R Lee

Brad D Andersen

Daniel J Messier

Michael W Shepherd

Bryan A Lacy

Tana Cory, Bureau Chief