

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

Board Meeting Minutes of 11/2/2016

THIS IS A DRAFT DOCUMENT THAT HAS NOT BEEN APPROVED BY THE BOARD

BOARD MEMBERS PRESENT: Brad D Andersen
Daniel J Messier
Michael W Shepherd
Barry N Burnell

BOARD MEMBERS ABSENT: Dr Joan M Cloonan - Chair
John R Lee
Bryan A Lacy

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Administrative Support Manager
Lori Peel, Investigative Unit Manager
Maurie Ellsworth, General Counsel
Mitchell Toryanski, Legal Counsel

OTHERS PRESENT: Shelley Roberts, IRWA
Thomas Krasowski
Kenny Everhart

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

Dr. Joan Cloonan was unable to attend the meeting, so Mr. Shepherd made a motion to appoint Mr. Burnell as the Acting Chair. It was seconded by Mr. Andersen. Motion carried.

APPROVAL OF MINUTES

Mr. Andersen made a motion to approve the minutes of 8/3/2016 as amended. It was seconded by Mr. Shepherd. Motion carried.

PUBLIC COMMENT

Mr. Thomas Krasowski addressed the Board asking for clarification regarding backflow devices, lawn sprinkler system double check valves, and cross

connection control. Mr. Burnell said that when Department of Environmental Quality adopts a rule, that changes a component in any drinking water or wastewater system, it is not implemented retroactively. Any installation that was done previous to the newly adopted rule does not have to be updated to meet the new requirement unless the device failed an inspection or is not functioning properly. The Board directed Mr. Krasowski to seek additional input from the Plumbing Bureau.

LEGISLATIVE REPORT

Ms. Cory gave the legislative report. She said that there are no proposed law changes or proposed rule changes. Ms. Cory reminded the Board of the deadline dates should the need arise for the 2018 Legislative Session.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$400,605 as of October 31, 2016.

\$\$INVESTIGATIVE REPORT\$\$

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

TO DO LIST

Mr. Messier updated the Board regarding the subcommittee assigned to the prospective apprenticeship program. He said that there may be a need for the Board to submit a rule change in the future. No action was taken by the Board at this time.

Discussion was held regarding the Board members assigned to the apprenticeship subcommittee. Mr. Andersen made a motion to assign Bryan Lacy, John Lee and Dan Messier to this subcommittee. It was seconded by Mr. Shepherd. Motion carried.

ABC CONFERENCE 2017

Discussion was held to finalize who will be attending the conference. The Board confirmed that Mr. Andersen, Mr. Shepherd and Ms. LaBonte will attend the conference in Florida in January of 2017.

EXAM PROCESS IMPLEMENTATION

Ms. LaBonte stated that the Bureau has been in contact with various testing centers located within several community colleges, technical colleges and

universities to proctor online examinations; as the Department of Labor is no longer able to assist in proctoring the examinations.

Ms. LaBonte presented a draft letter informing all licensees of the change to the examination process. A letter will be sent out when the Bureau receives signed agreements from the various testing centers.

Ms. LaBonte presented additional draft letters that will be sent out to applicants upon Board approval once the new examination process is in place.

Ms. Cory stated that Mr. Ellsworth has drafted the agreements between the Bureau and the testing centers. Once the testing centers and the Bureau have the signed agreements in place, the letters will be sent to the licensees. Ms. Cory said that the target date for the Bureau to receive all signed agreements will be about a month from now. Ms. LaBonte has been able to speak to a few operators who have called informing them of this new process and the feedback has been positive.

The Board discussed how to handle written examinations as the testing centers will only be able to proctor online examinations. The Board determined that written examinations will be held twice per year; in Boise at the Bureau on the first Wednesday in the months of April and October.

Mr. Shepherd made a motion to accept the letters as amended and to have Bureau staff work with Dr. Cloonan for verbiage to add to the Board's website regarding the exam change once the signed contracts have been received. It was seconded by Mr. Messier. Motion carried.

SET NEXT MEETING DATE February 1, 2017 at 8:30 AM MST.

APPLICATION REVISIONS

Ms. Hall stated that due to the change in exam processes, applicants will now choose which exam location is preferred on the application form and she presented an example. The only change made to the application forms is in the upper right hand corner.

Mr. Messier made motion to approve the application revisions and to publish them to the website once the examination process is in place. It was seconded by Mr. Shepherd. Motion carried.

Mr. Messier stated that he receives many questions from operators who wish to upgrade to either a Class III or Class IV license regarding the requirements. He said he directs the operators to contact Ms. LaBonte for more information. Ms. LaBonte will track phone calls to see if there is a large volume of calls regarding

upgrading to Class III and Class IV licenses. Ms. LaBonte will keep the Board updated at future meetings.

CORRESPONDENCE

The Board reviewed an email asking for clarification regarding experience requirements for licensure for wastewater treatment and wastewater laboratory analyst. The Board directed Ms. LaBonte to reply to the email directing the individual to the Board's rules, specifically Rule 375.03.h.

The Board reviewed an email asking for clarification as to why an operator cannot upgrade from a drinking water distribution very small water system license to a Class I license. The Board directed Ms. LaBonte to inform this individual that there is not an opportunity to upgrade from a very small water system license and to reference Rule 328.02.

The Board reviewed a request for accommodations for examination along with appropriate paperwork. The Board directed Ms. LaBonte to have the individual complete the Application for Disability Accommodation to accompany the request.

EXECUTIVE SESSION

Mr. Shepherd 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. Andersen. The vote was: Mr. Burnell, aye; Mr. Andersen, aye; Mr. Messier, aye; and Mr. Shepherd, aye. Motion carried.

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

APPLICATIONS

The Board reviewed 111 applications. Mr. Shepherd made a motion to approve 12 applications for licensure; to approve 69 applications for exam; to deny 10 applications; and to hold 20 applications pending more information. It was seconded by Mr. Andersen. Motion carried.

Approved for Licensure

ANDERSON CODY	DWD1-21539
BUSH ROBERT THOMAS	DWD1-21420
GARDY RICHARD MICHAEL	BAT-21505
GUNDERSON JARED D	DWD4-21462

HOLTZEN KURTIS LANE	DWD1-21444
KECK RICHARD J	WWT2-21538
LACY BRYAN A	DWT1-21518
LUNDIN KEVIN DAVID	DWT1-21532
LUNDIN KEVIN DAVID	DWD2-21533
WALKER MATTHEW PAUL	WWC1-21395
WALKER MATTHEW PAUL	WWT1-21396
WALLACE LEONARD MICHAEL	DWD1-21543

Approved for Exam

ANDERSON DONALD W	DWDVSWS
BALTIERRA TONY R	DWT1
BAUGH BRIAN WADE	WWT1
BETTERLEY GUSTAV	WWT2
BRINKLY DUSTIN L	DWD2
BROWEN SCOTT WESLEY	DWD1
BROWN RUSTY LOREN	DWT2
BROWNE TONY A	DWT1
BURNETT JAMES VIRGIL	WWT1
BUSH ROBERT THOMAS	DWT1
COMBE TERRY WAYNE	DWD2
COMBS JACOB D	WWC1
EVERHART KENNETH NEAL	DWT1
FERGUSON NATHAN C	WWC1
FERGUSON NATHAN C	DWT1
FREEMYER STEVEN JAMES	WWT1
FREEMYER STEVEN JAMES	WWC2
GILSON JACK A	WWT1
HAGENBARTH JAMES F	WWT1
HARPER IVAN BRUCE	DWD2
HEAVYRUNNER KEITH R	DWT4
HENDERSON MATT	DWTOIT
HENRICKSEN MIKE J	WWC4
HERNANDEZ MIGUEL A	WWT2
HUBBARD KYLE LEE	DWDVSWS
HUNTER TODD A	DWT1
HUST JACOB R	DWT2
JACOBSON ARLYNN BLAIR	DWD2
JESSEN TIMOTHY LEE	WWT1
JOHNSON LEONARD ROY	WWT2
JONES ROBERT FRANK	DWD2
JORGENSEN BRIAN K	DWD1
KELLER KEVIN C	DWD1
KRASOWSKI THOMAS	DWT2
LAMB MICHAEL L	DWD1
LANCASTER JON	DWD3

LEAMON JEFF S	WWL2
LOFTUS RYAN J	DWD1
LORD MICHAEL ANDREW	WWC2
LORD MICHAEL ANDREW	WWT2
LYCAN JUSTIN A	DWD1
MAGANA JAIME	DWD3
MAHR JONNATHAN JAY	WWT2
MILLER BRANDON LEE	DWT3
PARSONS ADRIAN REX	WWT2
POLSON CODY JOHN	WWT1
ROBINSON SHAUN P	WWC2
RUIZ JAKE	DWT1
RUSSELL BRANDON EUGENE	DWD2
SHAUL PHILIP CARL	WWT1
SHURTZ RETT J	DWD1
SLACK KEITH DUANE	WWC4
SMITH DARIN M	WWT2
SMITH JASON DENNIS	DWT2
SMITH LAWRENCE H	WWC1
SMITH NATHAN WARREN	WWT3
SOWARDS RICHARD STEVEN	WWT1
TRIPP SEAN ALLEN	WWL1
TROGDEN JAMES KEITH	WWC1
VAUGHN TROY	WWC3
VESNESKE KATHERINE SUE	WWL1
WALKER MATTHEW PAUL	WWTLA
WEISS DOMINIK	DWD1
WISE ANTHONY D	DWD3
WOOTON DAVID	WWT2
WRIGHT BRADLEY C	DWD3
ZENOR TARREN JORDAN	DWD1

Denied

ABERCROMBIE ANDREW JOHN
BABCOCK DAVID A
BRUCE CHRISTOPHER JAMES
COSTNER NATHAN JOSEPH
DERBY JOSHUA MICHAEL
GARLAND DANIEL EDWARD
KUCHENSKI IAN CHRISTOPHER
SHAFFER THOMAS
TOLBERT BRYAN KEITH
WORLEYCHAD BYRON

Pending

901144650

901061847
901144332
901109579
901089716
901140144
901140144
901140144
901140144
901141612
901141612
901120978
901120978
901141265
901147920
901053707
901134442
901114302
901147935
901134464

ADJOURNMENT

Mr. Messier made a motion to adjourn the meeting at 1:55 PM MDT. It was seconded by Mr. Andersen. Motion carried.

Dr Joan M Cloonan, Chair

John R Lee

Brad D Andersen

Daniel J Messier

Michael W Shepherd

Bryan A Lacy

Barry N Burnell

Tana Cory, Bureau Chief