

MEETING MINUTES
BOARD OF CERTIFICATION OF OPERATING
PERSONNEL IN WASTEWATER TREATMENT FACILITIES

Date: Thursday, May 14, 2009
Place: 919 Ala Moana Blvd., 5th floor Conference Room, Oahu
Time: 8:30 a.m.

PRESENT: Charles Dawrs, Marshall Lum, Eassie Miller, Victor Moreland, Dana Riddle and Bert Uyeno

ABSENT: Kenneth Knapp, Myron Nomura

- I. Charles called the meeting to order at 8:33 a.m.
- II. Board members approved the March 12, 2009 meeting minutes, as amended.
- III. REVIEW BUDGET
 - a. Budget was accepted, as amended.
 - b. Discussed impact of Legislative Bill 884. The bill allows the director of finance to deposit short-term interest from short-term investments of monies in various special funds, revolving funds, and special accounts into the general fund during the period from July 1, 2009 and June 30, 2015. The Board's special funds are included among the 43 funds listed.
 - c. The Board's budget for computer equipment (\$3,000) may also be slashed by the recent budget cuts affecting state agencies due to the state of Hawaii's economy.
- IV. UNFINISHED BUSINESS
 - a. Letter was submitted to Albert Wah Keung Kung requesting additional information on his CEU credits and work experience claimed. No response received.
 - b. Evaluation of Target Safety online courses for CEUs is still pending receipt of Ken Knapp's report.
 - c. Denied Carl Saxer's renewal application because he was not able to furnish the documents requested by the Board.
- V. NEW BUSINESS:
 - a. "*Open Line*", Hawaii's Office of Information Practices newsletter (distributed electronically).
 - b. "*The Certifier*" ABC newsletter was not available.
 - c. "*The High Road*" Hawaii State Ethics Commission newsletter was not available.
 - d. Classified the following wastewater treatment plants:
 - Kona Coffee Villas, Grade 1
 - Haleakala National Park, Grade 1 Plant may be upgraded when the new recycle filtration system is installed.
 - e. Wesley Lim will fill the Oahu operator Board position for the term May 5, 2009 to June 30, 2012 once his confirmation papers are notarized. Confirmations for Dana Riddle (Hawaii) and Bradley Pierce (Maui) are still pending.
 - f. Approved Temporary Certification application for Ryan Bell, Grade 1.

- g. Allowed 0.5 CEUs for Kevin Nakamura's Marine Confined Space (3 days) course request. Earlier motion for 3 CEUs did not pass as the vote tallied: 2 for, 2 against and 2 abstain. Mr. Nakamura had taken a confined space class from the training center in 2001 and obtained 0.5 CEUs at that time.
- h. Agreed to post Charles Dawrs' 2009 ABC Conference Travel Report on the Board's website.
- i. Accepted Garrett Hiraoka's and Dexter Alpiche's Electrical Associate Degrees from Hawaii Community College as meeting the associate degree with 15 units of basic science requirement for operator exams.
- j. Discussed criteria for Certificates of Attendance vs. Certificates of Completion and decided that if an operator passed the course quiz but did not attend all of the training classes the operator would receive prorated CEUs based on actual contact training hours received.
- k. Reviewed County of Hawaii's letter submitting copies of the Certificate of Completion of County operators who completed the certification exam review course conducted by Brown Environmental and will forward the documents to the Statewide Wastewater Operator Training Center. County will be informed that in the future, the documents will be returned.
- l. Discussed the Board's last video teleconference meeting and agreed that it has potential, but requires some bugs to be worked out.
- m. Discussed HRS, section 340B-8 requirement relative to chapter 11-61, HAR, with the Deputy AG (Ted Bohlen). Board will request an informal opinion from the Deputy AG and then develop a policy.
Ted suggested delegating someone on the Board or forming a committee of Board members to investigate incoming complaints. Alternatively, the Board could ask DOH Wastewater Branch for assistance but could not delegate that function.
- n. Board requested guidance on how to proceed with interviewing individuals in conjunction with complaints. Ted advised that the Board may request interviews with individuals. If necessary, a subpoena would be the next step but the AG needed to research further whether the Board has the authority to do that for an investigation vs. a hearing. The Board can obtain the assistance of the DOH hearing officer to preside at a hearing.
- o. Additional information from James Okada's healthcare provider will be requested to verify his inability to work and receive training during his disability. Board's decision on his renewal application is pending receipt of this information.
- p. DRC notifications for Roy Constantino (Princeville WWTP) and various operators (Kailua Regional WWTP) will be returned for resubmission on the correct DRC Notification form.
DRC notification for John Poe Tyler, Kaupulehu, Lot 4A, Interim WWTP was accepted. DRC notification of John Poe Tyler for Synagro's In-Vessel Bioconversion Facility was not available for the Board's review. Item will be placed on the next meeting agenda.
- q. Approved reciprocity applications for: Ronald Hay, Grade 4 (New Mexico); Kathleen Lawson, Grade 4 (Virginia); Douglas Connell, Grade 4 (Maryland); Russell Bowles, Grade 2 (Colorado).
- r. Reviewed letter from Alaska's Certification Program Officer confirming operator certificate status for Guy Miller who will submit a reciprocity application.
- s. Agreed to not allow any CEUs for Clyde Kamana's automotive technology courses.
- t. Approved Wesley Pascua's renewal application.

- u. Reviewed letters from Waimea Water Services, Inc., the Department of Land and Natural Resources, and Wastewater and Pump Specialties in response to the Board's request for DRC information for the Honokohau Harbor South Side Comfort Station WWTP.
- v. Reviewed a partial disclosure of HIOSH records concerning the Sand Island WWTP H2S incident which was requested of by the Board. The Board is still waiting for a response from the City for documents relating to the complaint.
- w. Decided to remove Travis Hylton's name from the Board's mailing list.
- x. Reviewed August exam applications. Kauai County operator exam applications were received late. A motion to add the Kauai applications to the agenda passed. Motion passed to not accept Kauai's late applications because the applications were received after the application deadline, and it is the operators' responsibility to be aware of submittal deadlines for exam applications.
- y. Selected August 2009 certification exam questions for each grade level.
- z. Elected Charles Dawrs as Board Chair and Dana Riddle as Vice Chair for the next fiscal year 2009-2010.

VI. ADJOURNMENT 4:00 p.m.

MEETING MINUTES
BOARD OF CERTIFICATION OF OPERATING
PERSONNEL IN WASTEWATER TREATMENT FACILITIES

Date: Friday, May 15, 2009
Place: Statewide Wastewater Operator Training Center, Sand Island, Oahu
Time: 8:00 a.m.

I. CALL TO ORDER

II. UNFINISHED BUSINESS

III. NEW BUSINESS

- a. Discussion was held with City representatives: Silvestre Ulep, Allen Perry, and Wayne Salas regarding the recent Class 3 plant rating for Sand Island WWTP. The Board will evaluate its actions based on the information presented.
- b. Presentation was made by Curtis Crabbe concerning his operator exam application. Board approved his late submission of a high school diploma because he provided notification in his application of a delay in obtaining the information from his high school.
- c. Discussed Chapter 11-61, Hawaii Administrative Rules revisions.

IV. ADJOURNMENT

Next Meeting: Sept. 24-25, 2009

Location: Day 1- Statewide Wastewater Operator Training Center
Day 2- Possible video-teleconference

Time: 8:30 a.m.