

BOARD OF CERTIFICATION OF OPERATING PERSONNEL IN WASTEWATER TREATMENT PLANTS

MEETING MINUTES

Dates: Tuesday, May 6, 2014
Time: 9:00 am
Location: AAFES Bldg, Honolulu, Oahu, Rm 309 Conference Room
Attendees: Wesley Lim (WL), Chair, City and County of Honolulu
Dr. Roger Babcock (RB), Vice-Chair, University of Hawaii Faculty
Lee Mansfield, P.E. (LM), Professional Engineer in Private Practice
Kevin Nakamura (KN), Hawaii Water Environment Association
Loren Tanigawa (LT), County of Kauai
Ron Hay, P.E. (RH), Private Sector

Unable to attend: Virgilio Viernes (VV), County of Maui

MINUTES

A. Call to Order at 8:50 am May 6, 2014

B. Review March 6-7, 2014 Meeting Minutes

1. The minutes of the March 6-7, 2014 Board of Certification (BOC) meeting were approved.

C. Old Business

1. Covanta HRRV WWTP Oahu, Babcock to do classification – PENDING.
2. DRC notification needed for Gary Franger's two aerobic systems in Hauula – has been contacted by phone and email – PENDING.
3. Computer Based Testing (CBT).
 - a. CBT is now available. Four operators have passed using this method, no problems
 - b. A presentation will be made at the HWEA conference to pass on information.
4. February 13, 2014 Certification Exam results were received from ABC after the March meeting and were disseminated to examinees.
5. BOC Website Updates: Babcock will work with IT to make changes approved at last BOC meeting - PENDING.

D. New Business

1. Elect new chair/co-chair for 2014-15 – Kevin Nakamura was elected as Chair of the BOC beginning on July 1, 2014. Virgil Viernes was elected as

Co-Chair beginning on July 1, 2014. Roger Babcock will continue to prepare the Board meeting minutes.

2. License renewal notification: A letter was drafted to all operators stating that all licenses expire on October 15, 2014 and it will be sent to their last known address. Renewal applications must be submitted by September 12, 2014.
3. CEU Requirements for License Renewal in October 2014
 - a. To be included in renewal letter to all operators and posted on the website
 - b. All licenses earned in 2012 and earlier – 2 CEUs
 - c. For a first license earned in:
 - i. 2013 February – 1.5 CEUs
 - ii. 2013 August – 1 CEU
 - iii. 2014 February – 0.5 CEU
 - iv. 2014 August – No CEUs needed
4. August 14, 2014 Certification Test
 - a. Application – Forms 1 and 2 were modified and posted on the website in March by Kevin and Miles.
 - b. Notification letter – dates were modified in the letter which is sent out to notify of exam eligibility.
5. Requests for CEUs:
 - a. Charles Dawrs: Mr Dawrs attended the AMTA/AWWA conference in March 2014 in Las Vegas and submitted certificates showing 1.7 CEUs based upon 0.1 CEUs per contact hour. The BOC awards 1.7 CEUs.
 - b. James Honke: Attended WEFTEC 2013 conference in October in Chicago and received certificates for 10.53 hours. The BOC awards 1.3 CEUs.
 - c. Charles Donathan: Honolulu Community College transcripts reviewed. Awarded 4 CEUs for a technical writing course completed in May 2013. These can be used for license renewal.
 - d. Ben Martin: Submitted certificate for Ken Kerri course Volume 1. Awarded 6 CEUs.

6. DRC Notifications:
 - a. Oceanic Institute WWTP, Class II facility, DRC Jeff Harris grade 2. The DRC is not changed but the owner is changed to Hawaii Pacific University.
7. Requests for Reciprocity
 - a. Lee Rupert. Applied for Grade I by reciprocity from Wyoming. Reciprocity is approved pending receipt of \$50 certificate fee.
8. Requests for Temporary Certification:
 - a. Donna Teroka (CCH). Applied for a temporary Grade 1 license for work at Honouliuli WWTP under DRC Gary Okamura. Grade 1 temporary certificate approved for 2 years pending receipt of \$50 certificate fee.
 - b. Genaro Julian (CCH). Applied for a temporary Grade 1 license for work at Honouliuli WWTP under DRC Gary Okamura. Grade 1 temporary certificate approved for 2 years pending receipt of \$50 certificate fee.
 - c. Rambeau Gahan (CCH). Applied for a temporary Grade 1 license for work at Honouliuli WWTP under DRC Gary Okamura. Grade 1 temporary certificate approved for 2 years pending receipt of \$50 certificate fee.
 - d. Vincent Edmundson (CCH). Applied for a temporary Grade 1 license for work at Honouliuli WWTP under DRC Gary Okamura. Grade 1 temporary certificate approved for 2 years pending receipt of \$50 certificate fee.
 - e. William Lima (East Honolulu). Applied for a temporary Grade 1 license for work at East Honolulu WWTP under DRC Bruce Zhang. Grade 1 temporary certificate approved for 2 years pending receipt of \$50 certificate fee.
9. Wastewater Treatment Plant Classifications
 - a. None
10. Request for Course Evaluation for CEU approval
 - a. None
11. Budget for 2014-15: The BOC has requested expenditure records for the past year in order to work on the 2014-15 budget.

12. Planned meetings, exams, deadlines for remainder of 2014
 - a. Meetings: July 10 (Oahu), September 18-19 (Maui/Molokai), November 13 (Oahu), December 11-12 (Hilo)
 - b. Paper Exam: August 14 (apps due June 6)
 - c. License Renewals: All expire on October 15, 2014

E. Adjournment: May 6, 2014 – 2:00pm

Next BOC Meeting: July 10, 2014 (Oahu)