BOARD OF CERTIFICATION OF OPERATING PERSONNEL IN WASTEWATER TREATMENT PLANTS

MEETING MINUTES

Date: Thursday-Friday, December 10-11, 2015
Time: 10:00 am
Location: Department of Health, Maui State Office Building, 55 S High Street, 3rd floor, Conference Room A, Wailuku, Maui
Attendees: Kevin Nakamura (KN), Chair, Department of Health
Robert Souza (RS), Vice-Chair, City and County of Honolulu
Dr. Roger Babcock (RB), University of Hawaii Faculty
Lee Mansfield, P.E. (LM), Professional Engineer in Private Practice
Loren Tanigawa (LT), County of Kauai
Ron Hay, P.E. (RH), Private Sector
Virgilio Viernes (VV), County of Maui

MINUTES

A. Call to Order at 10:00 on December 10, 2015
B. Review October 2015 Meeting Minutes
   1. The minutes of the October 15-16, 2015 Board of Certification (BOC) meeting were approved.
C. Old Business
   1. Request for classification of Wailehua WWTP on Oahu. Babcock and Souza will do it. PENDING
   2. Separate Applications for CBT exams: New CBT-only application forms (I and II) will be created to allow operators to apply for CBT tests at any time. Viernes will modify the electronic files for BOC review and approval at next meeting. PENDING
   3. Owen Waltrip request to renew license. It is determined that Waltrip’s Grade 2 license was not renewed in Oct 2014 and his license expired at that time. Mr. Waltrip must retake the certification examination in order to become licensed again.
D. New Business
   1. February 2016 Certification Examination application review. COMPLETED
   2. Thomas Hackett, seeking Board review. PENDING
   3. Keith Rollins. Based on a review of the submitted information, he is eligible to take the Grade 1 examination. He is awarded no CEUs at this time.
4. CBT Exam Results.
   a. Between 10/14/15 and 12/9/15 there were 3 CBTs completed; 2 Gr 1 (2 pass) and 1 Gr 4 (fail).

5. Requests for CEUs:
   a. Leon Soong submitted his High School transcripts. No CEUs are awarded for high school.
   b. Shane Robins, awarded 6 CEUs for Ken Kerri, Volume 1.
   c. Lee Ruppert, awarded 0.5 CEUs for TF/SC course by WoodMark Consulting on April 7, 2015.
   d. Craig Tsutsumi, awarded 5 CEUs for Ken Kerri Vol 2.
   e. Mario Raquino, awarded 2.25 CEUs for Confined Space course.
   f. Roland Corpuz, awarded 5 CEUs for Ken Kerri Vol 2.
   g. Piilani Watts, awarded 22.7 CEUs for math courses completed at Honolulu Community College.
   h. Charles Johns, awarded 41 CEUs for Math, chemistry, physics and bioscience courses completed at Ohio State University.

6. DRC Notifications:
   a. Ching Young Villiage WWTP, Class II facility, DRC Norman Matsuura, Grade 4.
   b. Wahiawa Correctional Facility WWTP, Class II facility, Chantelle Clarke, Grade 4.
   c. Lihue Puhi WWRF, Class III facility, DRC Matthew Louis, Grade 4. Secondary DRC Herman Santos, Grade 4.
   d. Maui Lani Resort (Kala hui puua Lagoons) WWTF, Class II facility, DRC Wilfred Marquez, Grade 2.
   e. Mediterranean Gourmet, Class I facility, DRC Mansfield Dacay, Grade 4.
   f. DRC of Lihue Kauai WWTP (Dennis Nakamura) is retiring Dec 30 and will no longer be the DRC. A new DRC is needed.

7. Requests for Reciprocity:
   b. Allan Lacson. Applied for Grade 2 by reciprocity from California. Approved pending submittal of $50 certificate fee.
8. Requests for Temporary Certification:
   a. None.

9. Wastewater Treatment Plant Classifications
   a. Mediterranean Gourmet, Haena, Kauai, 6 pts, Class 1.
   b. Poipu Hyatt, Kauai, 51 pts, Class 2.

10. Request for Course Evaluation for CEU approval:
    a. Amanda Morgenthal, submitted for approval, EPA webinar entitled “Free Preparedness Tools & Resources for Drinking Water & Wastewater Utilities.” It is one contact hour. Approved for 0.1 CEUs.
    b. Marian Nakama, submitted for approval, HWEA 8th Biennial Collection Systems Conference. Approved for 1.0 CEUs per 8 hours of attendance.
    c. Chase Clements, submitted for approval, AllMax Software Training Courses. Three parts (Operator 10 Wastewater, Antero Maintenance, Synexus Pretreatment) are approved for 0.7 CEU each.
    d. Jordan Fahime, submitted for approval, 2016 Pacific Water Conference. Most session are approved for CEUs on the basis of 1 CEU/8 hours contact time. The approved sessions are marked on the attached program sheets.

11. Planned meetings, exams, deadlines for 2016
    a. Meetings: Jan 14 (Oahu), Feb 3 (at HWEA), Mar 10-11 (Hilo), May 5 (Oahu), June 23-24 (Kauai), Sep 22 (Oahu), Oct 27-28 (Maui), Dec 8-9 (Kona)
    b. Exams: Feb 11 (app due Dec 4); Aug 18 (app due Jun 17)
    c. License renewal: Oct 15 (app due Sep 15)

E. Adjournment: December 11, 2015 – 4:00 pm

Next BOC Meeting: January 14, 2016 (Oahu)
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<tr>
<th>Day</th>
<th>Time</th>
<th>Item Description</th>
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<tbody>
<tr>
<td>Wednesday</td>
<td>8:30</td>
<td>Opening / Welcoming &amp; Adoption of Agenda</td>
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<td>Voting Members: Orientation &amp; Acknowledgements of Minutes</td>
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<td>9:00</td>
<td>Consent Calendar: OCMC Amendment, Draft Annual Report, Draft Capital Improvement</td>
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<td>Plan, Draft Capital Improvement Plan Amendment, Draft 5 Year Capital Plan</td>
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<td>Audit / Performance Report, Variance Report, 5 Year Capital Plan Audit</td>
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<td>Draft / Adoption of Minutes</td>
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<td>12:00</td>
<td>Adjournment of Meeting / Next Meeting</td>
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- Meeting adjourned at 1:00 PM.