

BOARD OF CERTIFICATION OF OPERATING PERSONNEL IN WASTEWATER TREATMENT PLANTS

MEETING MINUTES

Date: December 5-6, 2019
Time: 9:30 am – 4:30 pm
Location: West Hawaii Civic Center
Mayor's Conference Room
74-5044 Ane Keohokalole Highway
Kailua-Kona, HI 96740

Board Members: Robert Souza (RS), Chair, City and County of Honolulu
Gary Hutchinson (GH) HWEA
Ron Hay, P.E. (RH), Private Sector
Virgil Viernes (VV), County of Maui
Emily Dong (ED), Professional Engineer in Private Practice
Jon Nakashima, County of Kauai
Roger Babcock, University of Hawaii

Guests: Greg Wilson, Aqua Engineers
Chelsea Faisca, Aqua Engineers

AGENDA

- A. Call to Order: Time – 11:00 AM** **By – Robert Souza**
- B.** Review minutes of the previous Board of Certification (BOC) meeting held on October 17-18, 2019. Approved 6/6.
- C. Old Business**
1. Plant tours discussed
- D. New Business**
1. Review August Exam Results, if available before the meeting
 - a. Completed in previous meeting.
 2. DRC Notification
 - a. Kaupulehu WWTP (Secondary DRC)
 - i. DRC notification form accepted for Nelson Llanes (Grade 2) as secondary DRC for Kaupulehu Wastewater Treatment Plant.
 3. Requests for Reciprocity
 - a. William Martin (Gr. 4) approved.
 4. CEU Approval (Operators)
 - a. None.

5. Request for CEUs (Courses)
 - a. Jade Learning: Electrical Safety, OSHA Safety, and 2017 NEC Changes. (provided materials).
 - i. Accepted for 0.5 CEUs for each 4 hour course.
6. Renewal Application
 - i. None.
7. Request for Temporary Certification
 - i. None.
8. Plant Classifications
 - a. Kaloko Palms WWTP classified as Grade 2.
9. CBT Exams
 - a. Review exam results between October 15, 2019 – December 3, 2019
 - i. Did not receive prior to meeting.
 - b. Gregory Jerves Jr, Gr. 2, Form 1
 - i. Approved to take Grade 2 Exam.
 - c. Skyler Ano, Gr. 2, Form 1
 - i. Approved to take Grade 2 Exam.
 - d. Steven Asselin, Gr. 3, Form 1
 - i. Denied to take Grade 3 Exam.
10. Other
 - a. Discuss Deputy AG interpretation of questions from the Board
 - i. **Significant Decision:**
If an operator already qualifies for an examination, would he/she be eligible for that grade of temporary certification as well?

Yes. Justification: The operator is qualified for that grade based on CEUs and experience and just needs to pass the written test to become permanent. The temporary certification is only valid for 24 months.

If an operator already took an examination, would he/she be eligible for that grade of temporary certification?

Yes. Justification same as above.
 - b. Allegation compromised Grade IV Test Questions and Answers

- i. Reviewed information and at this time there is no evidence the ABC test has been compromised.
- c. Discuss Temporary Certification Request
 - i. See (a.) above.
- d. Discuss Bachelor's degrees considered from an accredited college or university with a major related to the WWT field.
 - i. Accreditation outside US
 - ii. Majors such as electrical engineering, microbiology, etc.
 - iii. Detailed transcripts to be submitted to be considered for examination.
- e. Revisions to HAR 11-61
 - i. Running list of items to be created as potential revisions are found.
- f. Finalize forms
 - i. Continuing education unit(s) request checklist form has been approved.
 - ii. Dates to be updated on other forms.
- g. On CBT Exam Application, should we note the cost \$100?
 - i. Yes, approved.
- h. Inputting repeated UH Training course CEUS.
 - i. If repeated course, should I still input the full CEU or allowed CEUs after 6 years.
 - ii. No change.
- i. Lihue-Puhi
 - i. Tentatively resolved, waiting on follow up information from DOH.
- j. Discuss 2020 BOC Meeting Dates.
 - i. February 6, 2020 8AM – 9:30AM, 2020 Pacific Water Conference
 - ii. March 5-6, 2020 - Hilo, Hawaii
 - iii. May 8, 2020 - Pearl City, Oahu
 - iv. June 25-26, 2020 - Lihue, Kauai
 - v. August 20, 2020 - Written exam date. Applications due June 21, 2020.

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- vi. September 18, 2020 - Pearl City, Oahu
 - vii. October 29-30, 2020 - Maui
 - viii. December 10-11, 2020 – Kona, Hawaii
11. Plant Visits
- a. Palamanui Treatment Plant
 - b. Kaloko Palms
 - c. Kaiser Hospital Wetlands

E. Adjournment: Time - 2:00PM

By – Robert Souza

Next Scheduled BOC meeting: March 5-6, 2020 – Hilo
February 6, 2020 8AM – 9:30AM, 2020 Pacific Water Conference