

BOARD OF CERTIFICATION OF OPERATING PERSONNEL IN WASTEWATER TREATMENT PLANTS

MEETING MINUTES

Date: December 8, 2022

Time: 10:30 am – 4:30 pm

Location: West Hawaii Civic Center – Mayor’s Conference Room B2 (Elua)
74-5044 Ane Keohokalole Highway

Kailua-Kona, HI 96740 and via Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Or call in (audio only)

[+1 213-379-5743,,394286844#](tel:+12133795743394286844) United States

Phone Conference ID: 394 286 844#

Board Members: Robert Souza, Chair, City and County of Honolulu
Gary Hutchinson, HWEA
Virgil Viernes, County of Maui
Emily Dong, P.E., Professional Engineer in Private Practice
Jon Nakashima, County of Kauai
Roger Babcock, P.E., University of Hawaii
Kevin Nakamura, Private Sector
Maria Yamashita, Department of Health

Public Testimony

Written Testimony/comments – To ensure the public as well as the Board of Certification of Operating Personnel in Wastewater Treatment Plants members receive testimony in a timely manner, written testimony/comments should be submitted 24 hours prior to the scheduled meeting date and time. Any written testimony/comments submitted after this time cannot be guaranteed to be distributed in time for the meeting.

Written testimony may be submitted by one of the methods listed below:

- By email to: doh.wwb@doh.hawaii.gov
- By U.S. Postal Mail: State of Hawaii, Wastewater Branch, 2827 Waimano Home Road, Suite 207, Pearl City, Hawaii 96782

Members of the public are also welcomed to provide verbal testimony/comments at the stated above meeting location or via MS Teams when directed to do so. Public testimony is listed as Item B of the Agenda. Public testimony is limited to no more than three (3) minutes per individual.

AGENDA

- Call to Order: Time – 10:30 AM** **By – Robert Souza**
- Public testimony on agenda items (Executive Decision)

- C. Review minutes of the previous Board of Certification (BOC) meeting held on June 23, 2022 (note, update to October 27, 2022).
 - 1. Reviewed. No comments. October 27, 2022 meeting minutes accepted.

D. Old Business

- a. Michael Crutchfield (Gr. 1) – Renewal Application (Re-review)
 - i. Approved for Gr. 1 renewal.
- b. Randy Hanes (Gr. 3) – CBT Exam Application (Form 1)
 - i. Denied. Submit additional CEUs or months of experience.
- c. Raymond Manna (Gr. 3) – Reciprocity Application (Re-review)
 - i. Approved for Gr. 3 license by reciprocity.

E. New Business

- 1. Review August Exam Results, if available before the meeting.
- 2. DRC Notification
 - a. Kona Village WWTP
 - i. DRC notification acknowledged for Frank Rodrigues (Grade 4) as primary DRC and Steve Asselin (Grade 4) as secondary DRC for Kona Village WWTP.
 - b. 68-085 Akule Street
 - i. DRC notification acknowledged for Sidney A. Remiticado (Grade 4) as primary DRC for 68-085 Akule Street.
- 3. Requests for Reciprocity
 - a. None
- 4. CEU Approval (Operators)
 - a. None.
- 5. Request for CEUs (Courses)
 - a. Kahikina Kaae – Whittle – HRWA – Electrical Components
 - i. Deferred to obtain content to review.
 - b. Kahikina Kaae – Whittle – HRWA – Confined Space Safety – Refresher
 - i. Deferred to obtain content to review.

- c. Olivia Mouton – USEPA – Preparing for a Sanitary Survey for Water Operators.
 - i. Deferred for additional discussion.
 - d. Charlene Komondy – USEPA – Water Infrastructure and Cybersecurity Resilience Division
 - i. Deferred for additional discussion.
 - e. Adrienne Fung – AWWA – 2022 Water Reuse Conference
 - i. Approved for 0.125 CEUs per contact hour.
- 2. Request for Temporary Certification
 - a. None.
- 7. Plant Classifications
 - a. None.
- 8. CBT Exams
 - a. Review exam results between October 24, 2022 – December 5, 2022
 - i. Grade 1 = 0/1 = 0% passing rate
 - ii. Grade 2 = 1/4 = 25% passing rate
 - iii. Grade 3 = 0/1 = 0% passing rate
 - iv. Grade 4 = 1/2 = 50% passing rate
 - b. Form 1
 - i. Kimberly Kessler, Gr. 1 & 3 - Form 1. Approved to take Gr. 1 exam. Denied for Gr. 3 exam, submit additional CEUs and/or years of experience.
- 9. Renewal Application
 - a. Rowland Wong, Gr. 1. Denied for Gr. 1 renewal. Application was submitted after deadline.
- 11. Other
 - a. Ryan Saiki – DRC End of Term

i. Acknowledged.

12. Executive Session Discussion – An anticipated executive meeting may be held. The meeting may be convened for the purpose of discussing policies and procedures to maintain and increase consistency and efficacy.

iii. Adjournment: Time – 11:30 AM By – Robert Souza

Next Scheduled BOC meeting: February 6-7, 2023 – Pacific Water Conference, Oahu
March 23-24, 2023 – Hilo

Next meeting discussion items: Completed Plant Classifications
City and County of Honolulu Training Program CEUs

Next BOC Activity: WW Operator Examination – February 16, 2023 (Kauai only)

Note: Any person requiring an auxiliary aid/service or other accommodation due to a disability, please contact Sina Pruder (808) 586-4294 or sina.pruder@doh.hawaii.gov no later than 5 days prior to the meeting so arrangements can be made.