

**MINUTES OF THE MEETING**  
**BOARD OF CERTIFICATION**  
**PERSONNEL IN WASTEWATER TREATMENT FACILITIES**  
(Revised 10-8-09)

Date: Thursday, December 11, 2008  
Place: Statewide Wastewater Operator Training Center (SWOTC), Sand Island, Oahu  
Time: 8:00 a.m.

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

ABSENT: Kenneth Knapp

- I. Charles called the meeting to order at 8:20 a.m.
- II. Board members approved the October 1-2, 2008 meeting minutes.
- III. UNFINISHED BUSINESS:
  - a. Agreed to credit Charles Sloan's request to refund or credit his renewal application fee because the Board erred by indicating that his certificate would expire on October 15, 2008. He passed his Grade 2 exam in February 2008 which would allow his certificate to expire in 2010. The Board allows an individual who has not passed any certification exam before and passes an exam in February of the year that renewals are due an exemption from renewing their certificate that year.
  - b. Marshall indicated that Wesley Lim had not yet submitted his application to the Governor's office for the vacant Oahu operator Board position. Marshall will follow-up with the City.
  - c. Ken was unavailable to provide feedback on his evaluation of the Target Safety online courses. Members agreed to defer this item until the next meeting when Ken can provide a detailed listing of courses to be approved for "direct" or "indirect" CEU credits.
  - d. The budget was accepted.
- IV. NEW BUSINESS
  - a. Reviewed the November 2008, "*Open Line*" Hawaii's Office of Information Practices newsletter.
  - b. "*The Certifier*" ABC newsletter was not available for review.
  - c. Reviewed "*The High Road*" October 2008 Hawaii State Ethics Commission newsletter.
  - d. Discussed the following items in a conference call with Paul Bishop and Suzanne De la Cruz of ABC regarding web based testing services. ABC has partnered with a contractor, Applied Measurement Professionals, to conduct computer based testing services. Computer based testing can be done at a local H&R block center whereas, web based testing is managed by the Board association. Upon receipt of notification from the Board that an applicant is eligible to take a test, the applicant will be assigned a password and allowed access to the online exam

at the test center. Upon completion of the test, applicants are given immediate scoring results. Applicants are allowed to retake the tests as often as the Board allows. Costs are:

- \$36 per exam;
- One time set-up fee of \$1,000;
- \$250 per grade level exam (charged each time test questions are changed).

The Board currently pays \$55 per exam grade plus \$36 per answer sheet scored. Board members were concerned over the current setup of the program and the \$250 charge per grade level each time the test questions are changed. The Board prefers a pool of 500-1,000 questions that are randomly selected each time an exam is offered. Currently, the software program is not capable of doing this and the setup must be manually done. An applicant could take the same test again and again until the Board changes the questions 6 mos. later or sooner. This could be costly. ABC stated that in the future, the randomly selected questions could probably be done but not at this time. Board members felt that having an annual conference call with ABC would be beneficial.

- e. Classified the following wastewater treatment plants:

Coca-Cola	Grade 2;	Matsuoka Apartments	Grade 1
Seascape Phase 2	Grade 2;	Hokulia Phase 1	Grade 1

- f. Approved a contract with ABC for testing services again next year.
- g. Marshall presented a copy of the Board's Annual Report to be provided to the 2009 Legislature as required by law.
- h. Reviewed Joseph Jared's request to rescind his Grade 4 Temporary Certificate and to remove his name as the DRC for the Lahaina WWTP. Board noted that Jon Kostrick is the designated DRC on record and will request further information from Mr. Jared on his request.
- i. Accepted DRC notifications for the following plants: Schofield (Kevin Nakamura); Pukalani (Dominic Marino); and East Honolulu (Bruce Zhang).
- j. Deferred discussion on CEUs for first time course instructors to the next meeting.
- k. Approved motion to allow 1 CEU for the November 13, 2008 Septic Tank Operator/Pumper training course, and not allow future CEU credits for this course. Board felt that the operators who took this course did so with the understanding that the Board allowed 1 CEU and should not be penalized. Upon review of the course syllabus, Board members disallowed any CEUs for future courses. Board members felt that the course material is relevant to septic tank pumpers/operators and not wastewater treatment plant operators.
- l. Approved motion to classify the Synagro Facility following discussion with Synagro representatives Kenny Huy and Jim Carmichael, and City representatives. Based on presentation by Synagro that they are fully responsible for the operation of the Synagro operation, the Board considered the Synagro facility to be a stand-alone facility separate from the Sand Island plant which needs a certified operator in direct responsible charge (DRC) of the facility. Victor and Myron will conduct a classification inspection at a later date.
- m. Discussed Sand Island WWTP H2S related complaint with City representatives, Tim Houghton and Earl Ng. City agreed to share investigative reports, as allowed, conducted by HIOSH and the City when it is finalized.

- n. Agreed to accept other state certifying organizations acceptance of course CEUs submitted by operators for renewal purposes. Renewal applications for Joe Sagnis, Lewis Tindall, Martin Cross, and Dan Moreno were approved (Significant Decision).
- o. Agreed to send a letter to Jeffrey Harris indicating that Board records do not show that we owe him \$150 unless he can provide evidence. Also, approved his re-exam (Form 2) application.
- p. Discussed some ideas for the HWEA conference presentation. Discussion to be continued at the next meeting.
- q. Approved Cesar Rivera's renewal application based on similar situation noted for item n. above.
- r. Deferred Garrett Hiraoka's request for CEUs because no documentation was received.
- s. Reviewed renewal extension request from Mario Dacuycuy who was deployed to Iraq since August 2006. Board agreed to waive CEU renewal requirement for active duty personnel who were deployed to combat areas (Significant Decision).
- t. Reviewed James Okada's request for an extension of the renewal deadline based on being injured and having surgery. Board will request further information before making a decision.
- u. Reviewed big island operator letter concerning Honokohau small boat harbor wwtp and will request additional information from individual.
- v. Approved Ken Windram's reciprocity requests from Idaho and Washington.
- w. Denied Timothy Hare's reciprocity application from Georgia because he did not submit his application for employment in Hawaii, and Georgia's regulations are not compatible with Hawaii certification regulations.
- x. Reviewed e-mail from County of Hawaii regarding Board's approval of the Brown Environmental training course and clarified that Grade I and II operators will receive CEU credit for completing the course provided they had not taken the SWOTC's 202A certification exam refresher course before.
- y. Reviewed Lawrence Ojiri's letter requesting an extension on the renewal deadline. Marshall indicated that he had similar discussions with other operators and had sought the AG's opinion. The AG opined that the Board could have provided additional notification to the operators by letter of its renewal requirements even though the Board had informed many of the operators by other means. Based on this, the Board agreed to grant an extension of six (6) months to operators who made good faith efforts to obtain the 2 CEUs but were denied because of ineligible repeat courses, or certain courses recently denied CEUs.
- z. Agreed to approve applications from applicants who failed to document their overall total hours of work experience on their exam applications if the individual work experience had been properly documented and the applicant forgot to compute the overall total hours (Significant Decision).
- aa. Selected 100 certification questions for each Grade level exam.

V. ADJOURNMENT: 2:44 p.m.

Next Meeting:           Date: February 3, 2009 and February 4, 2009 (HWEA Presentation);  
                                   Time: 8:30 a.m.  
                                   Location: Statewide Operator Training Center, Oahu