

MINUTES OF THE MEETING
BOARD OF CERTIFICATION
PERSONNEL IN WASTEWATER TREATMENT FACILITIES

Date: March 15, 2007
Place: Kealahou Health Office
Time: 9:00 am

Present: Kenneth Knapp, Chair; Charles Dawrs; Marshall Lum; Eassie Miller;
Victor Moreland; Myron Nomura; and Wayne Salas

Absent: Mansfield Dacay

- I. Ken called the meeting to order at 10:27 am.
- II. Board members approved the February 6, 2007 meeting minutes as amended.
- III. OLD BUSINESS
 - a. Decision on Casey Mullin's request for determination of CEUs on Hazwoper Power Point course was deferred to the next Board meeting. Waiting on number of contact hours from Casey Mullins.
 - b. Budget was reviewed and members requested a breakdown on exam and renewal costs and an additional category for other incoming payments. Status on the Special fund balance should also be included in the budget.
- IV. NEW BUSINESS
 - a. "Open Line," "The Certifier," and "The High Road" were not available for the Board's review.
 - b. Classified the following wastewater treatment plants as Grade 1 plants: Ehukai Apartments, Hale Nanea, and Shawn Kelly WWTP which Marshall inspected. Board had agreed at its February 6, 2007 meeting to use DOH inspection reports to determine plant classifications in lieu of conducting separate Board inspections.
 - c. Approved the following online courses for CEU credits.

Montana Water Center's "Operator Basics 2005" course (9 contact hours);
CEU Plan (0.1 CEUs each); and
360 Water courses.

Deferred evaluation of Houston Industrial Training Institute's online courses to the next meeting.

- d. Reviewed February 12, 2007 letter from Augustine Sandoval regarding his Grade 3 certification renewal . Deferred decision until additional information can be obtained on whether his renewal application and fee was submitted.
- e. Accepted notification from Curtis Shimasaki that he is no longer the DRC for Kona Coffee Villas WWTP. Board will request information from the facility on who the replacement DRC is.
- f. Denied Aaron Ayakawa's request for Grade 4 temporary certification. He is currently a Grade 2 operator. Temporary certificates are only issued at the next higher grade level.
- g. Declined the Statewide Operator Training Center's offer to use its transportation vouchers in exchange for credit.
- h. A letter and documents from National Technology Transfer requesting CEU credits was not received in time for the Board's review.
- i. The following certification renewal and exam issues were discussed and agreed upon.

An applicant taking the certification exam for the first time in February of the renewal year is exempt from paying the renewal fee and needing 2 CEUs by the renewal deadline. For example, an applicant who passed a Grade 1 exam in February 2006 is not required to renew his certificate and obtain 2 CEUs by the October 15, 2006 deadline.

An operator will always retain the same certification number even if higher Grade level exams are passed. If an operator fails to renew his license and passes the next exam, he will be recertified with the same certification number.

If an applicant passes two exams (e.g., Grade 1 and 2) on exam day, then the operator will be issued only one certificate at the higher Grade level.

- j. Agreed that the Board's presentation at the 2007 HWEA conference could be improved with better organization in advance. Ken will follow-up with the PWO representative to ensure that a better time slot is obtained for next year's conference and also if the Board can have the opportunity to conduct a workshop.

- k. Reviewed certification exam results and applicant comments. Based on the comments received, the Board approved exam results as reported. Going forward, an ID number needs to be assigned to each applicant at the time admission slips are mailed out. Motion was made and approved to not allow applicants to take exams on the exam day if payment was not received by the requested deadline before the exam.
- l. The following items were added to the agenda.

Marshall mentioned that the Deputy Attorney General (DAG) suggested that a Treasurer be elected to sign off on payment requests. Board decided to request the DAG be present at a future meeting on Oahu to discuss Board issues.

Marshall reported that appointments for the vacant Hawaii Board member position and other positions are proceeding and being handled by the Governor's Office. For those neighbor island candidates who are unable to attend the confirmation hearings, a letter should be drafted and sent to the Committee Chair informing him/her of your interest in serving but unable to attend the hearing.

V. NEXT MEETING

Date: May 18, 2007

Time: 8:30 A.M.

Location: Kauai

VI. ADJOURNMENT 1:00 P.M.

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2nd Day Board Meeting

Date: March 16, 2007

Place: Hualalai Resort Construction Trailer Conference Room

Time: 9:25 am

Present: Kenneth Knapp, Chair; Charles Dawrs; Marshall Lum; Eassie Miller;
Victor Moreland; Myron Nomura; and Wayne Salas

Absent: Mansfield Dacay

Ken called the meeting to order and members discussed overall goals and objectives in drafting revisions to HAR Chapter 11-61. Detailed discussion followed on proposed changes to operator certification exam prerequisites (core requirements developed for Grade levels), temporary certificates, and a restructuring of how plant classifications are made. Plant classification rating criteria was developed based on consideration of risk of failure, impact to the environment, and process complexity. Discussion on revisions to Chapter 11-61 will be continued at proposed July 19-20 meetings on Oahu.

Meeting adjourned at 1:00 pm.