

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

Date: Friday, May 30, 2008  
Place: Kauai Civil Defense Center, 3990 Kaana St., Ste. 100, Lihue, Kauai  
Time: 1:00 pm

Present: Charles Dawrs, Kenneth Knapp, Marshall Lum, Eassie Miller, Victor Moreland, Myron Nomura, Dana Riddle, Wayne Salas, and Bert Uyeno

Absent: None

- I. Wayne called the meeting to order at 12:50 pm
- II. Approval of the March 13, 2008 meeting minutes was deferred because the minutes was not available for review.
- III. OLD BUSINESS:
  - a. Computer courses. Members agreed to allow a maximum of 2 CEUs for all computer related courses used to qualify for an exam or for certification renewal. Computer course CEU credits will be calculated at an indirect of an indirect basis (¼ credit allowed).
  - b. Website. Deputy Attorney General Ted Bohlen had indicated to Marshall that the Board has the option of using an outside vendor or DOH resources to design and maintain an interactive website. Funding issues are a concern because it will cost about \$12,000 to \$20,000 for an outside vendor. Eassie also noted that the Board could partner with HGEA on the website.
  - c. Staffing. Marshall found a job classification entitled, Regulatory Boards/Commissions Administrative Assistant I, II, and III which could be used to request the new staff position for the Board.
  - d. Budget. Reviewed status of the budget.
- IV. NEW BUSINESS:
  - a. “*Open Line*”, April 2008 and May 2008 Hawaii’s Office of Information Practices newsletters were distributed and reviewed by members.
  - b. “*The Certifier*”, January/February 2008, ABC newsletter was distributed and reviewed by members.
  - c. “*The High Road*”, May 2008, Hawaii State Ethics Commission newsletter was distributed and reviewed by members.
  - d. Members did not classify any new treatment plants and will classify the Waikoloa and Waimanalo plants at the next meeting.
  - e. Accepted notification of new mailing address from 360water.com.
  - f. Agreed to conduct a manual recount of Jose Orol’s exam answer sheet in response to his request for a recount.
  - g. Decided to request a course outline that indicates specific times allotted for coffee and lunch breaks from Barney Asato on the management workshop – The Leader as a Coach. Mr. Asato had requested CEU credits for this workshop.

- h. Agreed to allow 4.5 CEUs (indirect credits) for the Ken Kerri (California State University, Sacramento) Collections System course.
- i. Agreed to request further information from complainant, Thomas Young, before deciding whether to pursue investigation of his complaint.
- j. Reviewed, approved, and denied operator certification exam applications.
- k. Elected Charles and Myron as Co-Chairs for the Board during the next fiscal year.
- l. Deferred remaining issues on the agenda to the next meeting due to airline travel time constraints.
- m. Informational session with County representatives was held on April 30, 2008 to discuss exam passing rates and ways to improve passing rates.

V. ADJOURNMENT: Meeting adjourned at 2:15 p.m.

Next Meeting: July 9, 2008  
Location: 919 Ala Moana Blvd., 5<sup>th</sup> floor conference room, Honolulu, Hawaii  
Time: 8:30 a.m.