

Minutes of the Advisory Board of Examiners for Water and Wastewater Treatment Plant Operators May 21 and 22, 2003

Present for the meeting on May 21st were: Robert Brown, chair; Dail Hollopetter, member; Richard Lorenz, member; Chris Clark, member; Kirk Leifheit, secretary; Andrew Barienbrock, Certification Unit, and Karen Morr, Certification Unit.

Present for the meeting on May 22nd were: Robert Brown, chair; Debbie Metz, vice chair; Dail Hollopetter, member; Richard Lorenz, member; Chris Clark, member; Gayle Mitchell, member; Kirk Leifheit, secretary; Karen Morr, Certification Unit, Andrew Barienbrock, Certification Unit, and Susan Parkins, Certification Unit.

The meeting was called to order at approximately 10:00 a.m on May 21st, adjourned at 5:08 p.m. on May 22nd, and then reconvened on May 22nd at 8:45 a.m.. A motion was made by Dail Hollopetter, seconded by Chris Clark, to approve the minutes of the March 19th, 2003 meeting with amendments, and the minutes of the April 29th, 2003 meeting with no amendments. Motion carried.

Wednesday, May 21, 2003

10:00 a.m. Annual meeting with the Operator Training Committee of Ohio (OTCO) Board of Trustees regarding Operator Certification. (See attached notes)

1. Exam Revisions

Karen asked the Board to develop new questions for the November 2003 examinations. During the meeting it was also discussed that once “need to know” criteria are established for each classification the agency should request questions be drafted by interested parties. Debbie Metz indicated that she may be able to provide information regarding methods for developing questions.

2. Class IV, Part I

The Board reviewed the following Part I applications &/or additional information:

NAME	EMPLOYER	TYPE	ACTION
Greg S. Copeland	City of Geneva	Wastewater	Recommend approval.
Darrell S. Hollon	City of Greenville	Wastewater	Recommend approval.
Gary D. Hydingner	City of Geneva	Wastewater	Recommend approval.
Ramesh D. Kashinkunti	City of Cincinnati	Water	Hold for more information from the Office of Legal Services.
Andrew Patterson	North Baltimore	Water	Hold for more information from the Office of Legal Services.

James Reider	Geauga County	Wastewater	Recommend denial based on the lack of required experience time
Gregory A. Squire	Clermont County - Earth Tech	Wastewater	Recommend approval.
Gregory C. Widmer	Lake County	Wastewater	Recommend denial based on the lack of required experience time
Sandra Vozar	City of Elyria	Water	Hold for more information from the Office of Legal Services.
Hobart E. Wells	Village of Grafton	Wastewater	Hold for more information from the Division of Surface Water and the Office of Legal Services.

A motion was made by Chris Clark, seconded by Kirk Leifheit to hold the Class IV, Part I applications of Ramesh D. Kashinkunti, Andrew Patterson, Sandra Vozar, and Hobart E. Wells for additional information; to recommend approval of the Class IV, Part I applications of Greg S. Copeland, Darrell S. Hollon, Gary D. Hyding, and Gregory A. Squire; to recommend denial of the Class IV, Part I applications of James Reider and Gregory C. Widmer. Motion carried.

3. Class IV, Part II (new)

Randy Bruback, City of Painesville (Rec'd 4/14/03) - Wastewater
 Thomas T. Finan, City of Hamilton (Rec'd 4/6/03) - Wastewater
 Rick Fueston, Environmental Engineering Service (Rec'd 3/28/03) - Water
 Thomas W. Stickle, Earth Tech (Rec'd 4/1/03) - Wastewater
 Ralph E. Stickler, City of Mason (Rec'd 3/31/03) - Water
 John A. Wood, City of Urbana* (Rec'd 3/31/03) - Wastewater
 *Previous employer

4. Class IV, Part II (resubmittals)

Name	Location	Type	Rec'd Date	Number copies
William H. Beyer	Cincinnati MSD	WW	4/11/03	4
Donald J. McGrew	City of Orrville	WS	4/08/03	4
Weldon L. Potts	City of Urbana	WW	5/12/03	1

5. Class IV, Part II (action)

NAME	EMPLOYER	TYPE	ACTION
Tyrone Butler	Cleveland Division of Water	Water	Recommend approval.
Dennis Donadio	City of Niles	Wastewater	Return for Administration, Budget, Plant, System, Safety, Planning, Research, and Design.

John Hoff	City of Columbus	Wastewater	Return for Administration, Budget, Plant, System, Safety, Planning, Research, Design, and Staff Training and Development.
Anthony Hoholski	City of Lorain	Wastewater	Hold for information from the Office of Legal Services.
Richard S. Papp	Cleveland Division of Water	Water	Return for System, Planning, Research, Design and Staff Training sections.
Charles N. Yannucci	Brookfield	Wastewater	Ask him to come to the June 26, 2003 Advisory Board meeting to discuss his Part II submittals.

A motion was made by Richard Lorenz, seconded by Chris Clark, to recommend that the Class IV, Part II examination of Tyrone Butler be approved, to recommend that the Class IV, Part II examination of Anthony Hoholski be held for more information, and to recommend that the Class IV, Part II examinations of Dennis Donadio, John Hoff, and Richard Papp be returned for revisions. Motion carried.

6. Class IV, Part II (in review)

WATER

NAME, LOCATION	KL	CC	GM	RL	DH	DM	BB
Rick Fueston, Env. Engineering Service	**		**	**		**	
Donald J. McGrew, Orrville (resubmittal)	**		**	**		**	
Ralph E. Stickler, City of Mason	**		**	**		**	

WASTEWATER

NAME, LOCATION	KL	CC	GM	RL	DH	DM	BB
William H. Beyer, Cincinnati MSD (resubmittal)		**			**	**	**
Randy Bruback, City of Painesville	**	**			**		**
Thomas T. Finan, City of Hamilton		**		**	**		**
Anthony M. Hoholski, City of Lorain (resubmittal)	**	**			**		**
Weldon L. Potts, City of Urbana (resubmittal)					**		
Thomas W. Stickle, Earth Tech	**						
John A. Wood, City of Urbana - previous employer		**					
Charles N. Yannucci, Brookfield (resubmittal)		x	**		**		**

**denotes who currently has package

x denotes who has reviewed package

7. **OIT's**

NAME	EXAM TYPE	ACTION
Kevin G. Aller	WW 3	Needs additional information
Paul C. Anderson	WW 2	Needs additional time
Tod R. Avers	WS 1	Recommend for approval
Melanie Baker	WS 1	Recommend for approval
Brian J. Clark	WW 2	Recommend for approval
Scot A. Cook	WS 1	Recommend for approval
Herbert Lee Cotton II	WC 1	Recommend for approval
Roger P. Doerner	WW 1	Recommend for approval
Timothy A. Evans	WS 2	Recommend for approval
Mark P. Kemper	WW 1	Recommend for approval
Joseph W. Kolleth	WD 2	Recommend for approval
Gregory S. Lockhart	WS 1	Recommend for approval
Terry L. Mayle	WW 2	Recommend for approval
Mark A. Mays	WD 1	Recommend for approval
William M. Mays	WC 1	Needs additional time
Orin A. McMonigle	WS 3	Recommend for approval
Jeff L. Minshall	WD 2	Recommend for approval
Jeremey J. Ray	WS 1	Recommend for approval
Chad K. Ricketts	WS 1	Needs additional time
Randall J. Rothlisberger	WD 2	Needs additional information
Gary A. Zavatsky	WW 3	Needs additional time

A motion was made by Dail Hollopeter, seconded by Kirk Leifheit, to recommend approval of the OIT documentation and issue certificates to all of the above except Kevin G. Aller, Paul C. Anderson, William M. Mays, Chad K. Ricketts, Randall J. Rothlisberger, and Gary A. Zavatsky who need more experience time or additional information. Motion carried.

8. **Reciprocity**

None

9. Enforcement Cases

Kim Rhoads from the Office of Legal Services attended the meeting with Chris Hunt from the Southeast District Office of the Division of Surface Water to participate in the 2:00pm Executive Session on May 21, 2003.

The Advisory Board of Examiners recommended to the Director that he revoke Sam Green's Water Supply certificate for a period not less than 5 years based on information received by the Southeast District Office of the Division of Drinking and Ground Waters.

10. Operator Requests

Name	Request	Action
Frank J. Mortali	Request regarding the renewal of his expired Wastewater Class IV certificate to be reconsidered.	The Board's recommendation remains the same. He must take the Class III exam before he can retest as a Class IV.
James L. Norris	Wants an extension of time to submit his Class IV, Part II	Recommend approval
David M. Regan	Wants an extension of time to submit his Class IV, Part II	Recommend approval
Mark A. Richards	Wants an extension of time to submit his OIT documentation.	Recommend approval
William T. Simpkins	Wants an extension of time to submit his OIT documentation.	Recommend approval

A motion was made by Dail Hollopeter, seconded by Kirk Leifheit, to recommend approval of a two year extension for Mark A. Richards and William T. Simpkins to submit their OIT documentation forms and to recommend approval for a three month extension for James L. Norris and David M. Regan to submit their Class IV, Part II submittals. Motion carried.

11. Strategic Plan

The Board discussed Kirk's "to do" list and Mike Baker's priorities.

12. Contact Hour Update

Susan Parkins provided an update on Contact Hour approval status. The Director has approved 248 courses since March 13, 2003. The Board discussed the courses: Office Ergonomics, Certification Update, "Views of Cuba and Wastewaters", and Technical Learning Center courses and recommended approval. The Board also recommended that training about contact hours be limited to 45 minutes.

13. OpCert Database Update

Rick Magni gave an update on Thursday, May 22, 2003.

14. April Exam Statistics

Karen presented the exam question statistics and pass/fail percentages to the Advisory Board.

15. Other Business

The Board discussed possible changes to the Operator Certification Rules (Ohio Administrative Code 3745-7). Andy passed out copies of the Rules that are to be reviewed in 2003. He asked if a Board member would like to participate in the Rule Revision workgroup. The Board stated that they would like to review a draft of any changes for a chance to comment, but they do not feel that they need to be involved in writing the rule changes. A few changes that appear to be necessary in the Rules are to establish a timeline for the Class IV, Part II submittals, to establish a procedure for military personnel who are called into Active duty, and to establish a rule regarding the transfer of operator certification fees. Ohio Administrative Code 3745-7 will now be a permanent part of the Board agendas until further notice.

The Board will be working on the "Need to Know" criteria for the Class I exams for the June Board meeting.

The Agency committed to have test questions in an Excel database for Class I Water and Class II Wastewater exams. Chris Clark indicated he had already input most of the Class I Wastewater exam, and he will finish it by the next meeting.

Agency staff will look at November meeting notes and determine what actions have been completed.

Chris Clark presented an Excel database he has developed in order to improve the Board's ability to demonstrate impartiality in Class IV, Part II test evaluations. The presentation was very impressive and well received by the other Board members.

There being no further business to come before the Board, the meeting was adjourned at approximately 2:32 p.m. on Thursday, May 22nd, 2003. (Debbie Metz motioned, Chris Clark seconded. Motion carried.)

Respectfully submitted,

Kirk M. Leifheit
Secretary