MINUTES

WATER AND WASTEWATER FACILITY
OPERATORS CERTIFICATION BOARD

Colorado Department of Public Health and Environment
4300 Cherry Creek Drive South, Sabin Room

November 30, 2010 Meeting

Call to Order:

Allen Coyne called the meeting to order at 9:05 a.m.

Board members present:

Allen Coyne, Rich Hayes, Scott Leslie, Garth Rygh, Tom Schaffer, Tom Settle, Steve Walker and Bill Wright.

Board members absent:

Bill Hogrewe and Gary Parham.

Staff present:

Paul Frohardt, Administrator; Lori Moore, Division Liaison; Annette Quill, Assistant Attorney General and Heather Timms, Program Assistant.

Approval of Agenda:

The agenda was approved as published.

Public Comment:

Joe Cowan provided comments concerning the procedures and cost of testing for existing operators who have difficulty passing tests and must take them multiple times. He also expressed concern regarding the rule that high school seniors can take a certification exam only after graduation. Annette Quill will research the Board's options with respect to this latter issue and report back.

Administrator's Items:

1. Tom Settle moved for approval of the September 28, 2010 meeting minutes. Garth Rygh seconded the motion. The motion carried unanimously. Allen Coyne and Rich Hayes abstained.

2. The Board discussed the Walt Weers award subcommittee recommendation for 2010. Following discussion, Scott Leslie moved that the Board present an award to Betsy Beaver, as recommended by the Awards Committee, at its February 2011 meeting. Bill Wright seconded the motion. The motion carried unanimously.

3. The Administrator described the proposed process for updating the Board's contract with ABC. The plan is for the Board to act on a revised proposed contract at the February 2011 meeting. The Board also discussed the ABC follow-up memo regarding the September Board meeting discussion. Steve Walker moved that the Board go into executive session to receive legal advice regarding the exam security/conflict of interest issue raised by ABC in its November 3, 2010

memo. Tom Settle seconded the motion. The motion carried unanimously. An executive session discussion was held. Rich Hayes moved that the Board go out of executive session. Tom Settle seconded the motion. The motion carried unanimously. Following the executive session, Steve Walker moved that the Board request that by Jan 1 2011, CECTI and Certification Council provide a written explanation regarding how Sylvia Rottman's involvement with the Operator Certification Program Office will be structured and what procedures or processes will be used to avoid a conflict of interest regarding ECT's activities and to assure the security and confidentiality of ABC's exams, both online and hard copy. Garth Rygh seconded the motion. The motion carried unanimously. The Board also requested that the issue of ownership of exam questions be considered in addressing the proposed contract with ABC.

4. The Board reviewed the draft agenda for the February 2010 Board meeting.

Contractors' Report:

1. The Board discussed the recommendations regarding reciprocity requests provided by the Certification Council in a memo dated October 28, 2010. Tom Settle moved that the Board accept the recommendation from the Certification Council regarding the reciprocity request from James Harper. Bill Wright seconded the motion. The motion carried unanimously.

2. The Board discussed the recommendations regarding reciprocity requests provided by CECTI in the "July – November 2010" document included in the packets. Tom Settle moved that the Board accept the recommendations from CECTI regarding the reciprocity requests from R. Diane Arrigucci, Scott Brene, Dwight Briggs, Scott R. Duff, Derek Flynn, James Harper, Scott Kapala, Jill Monsauret, Phillip Rau, Gary Timchuck and Mark Tirone. Rich Hayes seconded the motion. The motion carried on a vote of six to one. Allen Coyne, Rich Hayes, Scott Leslie, Tom Settle, Steve Walker and Bill Wright voted in favor of the motion. Garth Rygh voted against the motion. It was agreed that CECTI will provide a memorandum along the lines of the usual reciprocity recommendation memoranda providing more explanation of the basis for the recommendations, both for these reciprocity requests and for future requests.

3. Ray Olson described the status of the contractors' review of the Training Topic Matrix. The contractors plan to provide an updated Matrix for Board review at its February 2011 meeting.

4. Ray briefed the Board regarding recent changes to streamline the timing of the certification renewal process.

Division Liaison's Report:

1. Lori Moore reported that there are no new disciplinary action issues to bring to the Board this month.

2. Dave Akers noted that the Division is working on development of a Disciplinary Action Policy. The Division plans to have a draft policy circulated prior to the February 2011 meeting, for discussion at that meeting.

Attorney General's Report:

There was no separate report from the Assistant Attorney General at this meeting.

The meeting adjourned at 11:25 a.m., November 30, 2010.