

**DEPARTMENT OF ENVIRONMENTAL PROTECTION
CERTIFICATION PROGRAM ADVISORY COMMITTEE
for Water and Wastewater Systems Operators
March 11, 2015**

Advisory Committee Members Present

John Ackerman, Chairman
Sophie Simon
Douglas Pike
Jerry Brown
Michael Henry
Jon Prawdzik
Darrel Hutchinson
Jestine Reider
David Smith
Jeffrey Culton

Advisory Committee Members Absent

David Eisenberger
Steve Martinez
Brenda Firestone
Jesse Weiss
Paul Zielinski
Edward Gulick
Jeffrey Staul

DEP Employees Present

Phil Consonery, Bureau of Safe Drinking Water
Cheri Sansoni, Bureau of Safe Drinking Water
Bill McNamara, Bureau of Safe Drinking Water
Gary Moyer, Bureau of Safe Drinking Water
Scott Sykes, Bureau of Safe Drinking Water
Mary Zeigler, Bureau of Safe Drinking Water
Dorena Tenaglia, Bureau of Safe Drinking Water
Roland Gensel, Bureau of Safe Drinking Water
Abby Cadden, Policy Office
William Cumings, Regulatory Counsel

Chairman John Ackerman called the Certification Program Advisory Committee (CPAC) meeting to order at 9 a.m. in Room 105 of the Rachel Carson State Office Building. There was a quorum.

Election of Committee Chairperson and Vice-chairperson

John Ackerman opened the floor for nominations for chairperson. John Ackerman nominated Paul Zielinski. Jon Prawdzik seconded. Sophie Simon nominated John Ackerman. John Ackerman respectfully declined. John Ackerman stated that he nominated Paul Zielinski by

email. Cheri Sansoni contacted Paul Zielinski, and he is willing to accept the position. There were no other nominations. John Ackerman then entertained a motion to close the nomination. Mike Henry motioned to close the nomination and Darrel Hutchinson seconded. By acclamation since there was just one candidate for chairperson, John Ackerman cast the single vote for Paul Zielinski. Paul Zielinski is the new chairperson.

John Ackerman opened the floor for nominations for vice-chairperson. Jerry Brown nominated John Ackerman for vice-chairperson and Sophie Simon seconded. The vote was unanimous and the motion carried. John Ackerman is the new vice-chairperson.

CPAC Roles and Responsibilities

Phil Consonery reviewed the highlights of the bylaws for CPAC. The State Board for Certification of Water and Wastewater Systems Operators (Board) will be soliciting CPAC's expertise through an external review report to identify strengths and weaknesses of the program.

Approval of January 11, 2011 Minutes

Dave Smith moved to approve the minutes from the January 11, 2011 minutes. Sophie Simon seconded. The vote was unanimous.

Internal Program Review Report

Phil Consonery, DEP employee and Board member, gave the report.

External Program Review

A requirement of the U.S. Environmental Protection Agency (EPA) involves conducting an external program review of a state's Operator Certification Program at least once every five years. The purpose of the review is to provide feedback on program implementation and strategic planning.

For this review, the committee members received a list of EPA's 15 elements for the external program review process. The elements listed were:

- Staffing
- Budget
- Exam Reviews
- Compliance Rate Determination
- Regulation Review

- Enforcement
- Status of Certified Operators and Trends
- Renewals
- Training and Testing
- Database Management (eFACTS, DEP's Enterprise Data System)
- Outreach
- Stakeholder Involvement
- State Regulation Changes
- Strategic Planning
- Primacy Agency Delegation and Changes

CPAC members were asked to rank the top three elements to focus on as a group for the review. They selected the following elements (in priority order):

Status of Certified Operators and Trends

- Tracking of operator certification and continuing education, statistics on examinees, distribution of operators across the state, etc.

Compliance Rate Determination/Enforcement

- Number and types of water systems with uncertified operators and inappropriately certified operators.
- DEP's enforcement strategy, which was identified as a weakness in our internal program review.

Strategic Planning

- This will involve DEP's and the Board's vision of where the program needs to go within the next 5 years.

On May 28, 2015, DEP's Bureau of Safe Drinking staff will provide updates to CPAC on the above priority elements.

Separately, DEP will be revising and distributing surveys to drinking water and wastewater certified operators, system owners, training and exam providers, and examinees during 2015. These surveys were originally developed in 2009 with substantial input from CPAC. The updated surveys will be provided to CPAC at the May 28th meeting. This year's round of surveys will be conducted electronically in lieu of paper surveys.

The meeting adjourned at 11:14 A.M.