

Minutes of the Operator Certification Advisory Council June 21, 2007

Present for the meeting on Thursday, June 21, 2007 were: Deborah Metz, member and chair; Robert Brown, member; Richard Lorenz, member; Dail Hollopeter, member; Chris Clark, member; Vui Chung, member; Kirk Leifheit, member; Dave Bornino, Certification Unit, Andrew Barienbrock, Certification Unit; Susan Parkins, Certification Unit; Jessica Dingman, Certification Unit. Jim Simpson, member, arrived at 9:21 a.m.

The meeting was called to order at approximately 8:30 a.m. Dail Hollopeter made a motion seconded by Kirk Leifheit that the minutes of the May 31, 2007 meeting be approved. Motion carried. Vui Chung abstained.

1) Class IV, Examinations (In Review)

WASTEWATER

NAME, LOCATION	KL	DM	RL	VC	JS	CC	DH	RB
Michael G. Cravens, Lucas County (resubmittal)	**				**	**		**
Carl Gatton, Warren Co., 1 copy		X		**	X			
Craig Pierce, City of Conneaut (resubmittal)	**				**	**		**

**** Denotes who currently has package x Denotes who has reviewed package**

2) Class IV Actions

WATER

NAME	EMPLOYER	TYPE	ACTION
Phillip A. Farrar	City of Clyde	WS	Return for additional information
Stephen N. Hainen	City of Columbus	WS	Return for additional information
Mark A. Petrie (resubmittal)	City of Lorain	WS	Return for additional information
Kenneth Yee (resubmittal)	City of Berea	WS	Return for additional information

WASTEWATER

NAME	EMPLOYER	TYPE	ACTION
John F. Augustine	NEORSD	WW	Return for additional information
Mark A. Chandler	Village of Byesville	WW	Return for additional information
Thomas S. Mirante	City of Youngstown	WW	Return for additional information
Billie R. Slaven	Clermont Co.	WW	Recommend Approval
Ronnie R. Spencer	Montgomery Co.	WW	Approval pending 4 th review

Chris Clark made a motion, seconded by Robert Brown that Billie R. Slaven be recommended for approval to receive his Class IV Wastewater Treatment certificate; that Ronnie R. Spencer be approved contingent upon the results of the fourth Council member's review; that Phillip Farrar, Stephen Hainen, Kenneth Yee, Mark Petrie, John Augustine, Mark Chandler and Thomas Mirante be returned for additional information. Motion carried.

3) OITs

NAME	EXAM TYPE	ACTION
Jonathan M. Allen	WS III	Recommended for approval
Donnell, Roger A.	WS III	Recommended for approval
Donnell, Roger A.	WW III	Recommended for approval
Giere, Corey	WS I	Recommended for approval
Gray, Richard	WC I	Recommended for approval
Gregory, Benjamin	WC II	Recommended for approval
Lochmeyer, Philip	WS I	Recommended for approval
Lozada, Eduardo E.	WC II	Recommended for approval
Rader, Mitchell	WD I	Recommended for approval
Spencer, Thomas	WC I	Recommended for approval
Sorace, Brian	WW I	Recommended for approval
Steimle, Robert	WC II	Recommended for approval
Strawser, Ruth A.	WW I	Recommended for approval
Telega, Timothy	WW II	Recommended for approval
Truesdell, James	WD I	Recommended for approval

Chris Clark made a motion, seconded by Kirk Leifheit, recommending that all of the above be issued certificates. Motion carried.

4) Other Business

The council reviewed the following courses for relevance: **Chipper/Chainsaw Operation** and **Chainsaw Maintenance** – Ohio LTAP; **Interviewing Skills**, **Civil Service Preparation**, and **Resume Writing** – Cleveland Division of Water. After reviewing and discussing the course information, Kirk Leifheit made a

motion, seconded by Robert Brown recommending the courses not be approved based upon the explanations provided. The subject matter does not appear to be relevant to Ohio's Operator Certification Program. Motion carried.

The Council was updated on a recent training event held at The Ohio State University, Center on Education and Training for Employment. The training, on a process called DACUM (Developing a Curriculum), taught Ohio EPA staff a process for coordinating and facilitating a job analysis. Ohio EPA has been coordinating with OSU and had developed three job analyses for certification classifications based on this process. During the training four panels of operators helped to produce four additional job analyses (Class IV Water Supply, Class IV Wastewater Treatment, Class II Wastewater Treatment and Class II Wastewater Collection). Once the project is completed Ohio EPA will be able to use the completed job analyses to assist in ensuring the relevancy of the certification exams, focus training efforts and document for decision makers the level of work necessary for an Operator of Record.

Andy Barienbrock indicated he had contacted the Association of Boards of Certification (ABC) and requested that they poll their contacts regarding the methods other states are using to determine experience credit associated with continuing education courses. Andy hopes to update the Council on the results next month.

The Council discussed the possibility of training related to the Class IV examination process. As an outgoing Council member, Deborah Metz volunteered to help participate in developing and presenting a two hour stand-alone training offered at no charge to interested parties. The Council discussed sending the current "generic" explanation of the plant section requirements sent with some Class IV wastewater examination returns with the application approval letter. The option of posting the language on the operator certification Web site and then reference it in the approval letter was also discussed. Ohio EPA will review the information and make a determination. Another possible topic for inclusion on the Web site would be the "Top Ten Common Mistakes Found on Class IV Part 2 Submittals."

Andy discussed that there may be a potential that Council members are vulnerable with regard to the computer back-up data device stolen from one of Ohio's DAS interns. Staff will make inquiries to see if this is a concern.

During the previous Council meeting Curtis Truss of OTCO had discussed concerns that the Water Environment Federation's Operation of Wastewater Treatment Plants (MOP 11) is no longer available for purchase in the book format and it is creating some concerns over what books they will use in their training courses. Curtis indicated that revisions are currently being made one chapter at a time and are only available on line for purchase. The purchase of each individual chapter online make obtaining the information cost prohibitive.

The Council discussed the impact that such a change may cause. Andy indicated that he would check around to see if other states were having similar concerns.

Since the May 31, 2007 Council meeting Class IV wastewater applications were approved for Carline Curry, City of Mansfield, Kerry R. Duncan, City of Celina, and Tracey M. Phelps, Medina County.

New officers: After a discussion about positions alternating between water and wastewater, Robert Brown nominated Chris Clark as Council Chairman and Richard Lorenz as Council Vice Chairman. Vui Chung seconded the motion. Motion carried.

Kirk Leifheit presented letters of appreciation from Director Korleski to Dail Hollopeter and Deborah Metz. Dail and Debbie have served on the Advisory Council for nine (9) years and eight (8) years respectively. During that time they have attended more than two hundred and twenty meetings (220), have actively participated in the validation and referencing of examination questions for both water and wastewater, helped develop the Need-to-Know Criteria, and helped implement changes in the certification process. It was noted that the review time for Class IV submittals has decreased dramatically since they have been Council members. Council members shared words of appreciation for the service of Mr. Hollopeter and Ms. Metz.

New Advisory Council members, Beth Darnell and Richard Reed, will begin their service by attending the July 19, 2007 meeting.

8) Adjournment

There being no further business to come before the Council, Dail Hollopeter made a motion, seconded by Chris Clark that the meeting be adjourned at approximately 11:00 a.m. on Thursday June 21, 2007. Motion carried. The next meeting will be held at 8:30 a.m. Thursday, June 19, 2007 in Conference Room A on the 6th Floor.

Council Approved: July 19, 2007