



STATE OF DELAWARE
DEPARTMENT OF NATURAL RESOURCES &
ENVIRONMENTAL CONTROL

DIVISION OF WATER

89 KINGS HIGHWAY
DOVER, DELAWARE 19901

BOARD OF CERTIFICATION

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**Board of Certification for Wastewater Operators
Tuesday, October 4, 2016
DNREC, Richardson & Robbins Building,
Conference Room B172
9:00 a.m.**

MEETING MINUTES

In Attendance:

Board: Brian Blackburn and Glenn Davis
DW: Nicole Smith and Faye Wheeler
Public: Jeff Deats and Sarah Smith

Chairman Blackburn called the meeting to order at 9:02 a.m.

- A quorum of the board is present.
- The agenda for the current meeting is approved.
- Minutes of the September 6, 2016 meeting are approved as submitted.

Old Business

- **Start Action Notice (SAN)**
 - SAN has had no changes since last meeting. Need to incorporate DOJ changes and set up workshop.
- **Chesapeake Bay Grant Funds for Training Upgrades**
 - Bryan Ashby sent agreement to Hilary Valentine this morning (a few minutes ago). The board reviewed agreement. Faye will scan and email.

New Business

- **Continuing Education Course Approvals/Denials September**
 - The Board was in agreement with the classification of all training classes submitted
- **Operator License Renewals/Certifications/Expirations September**
 - The Board reviewed renewals, certifications and expirations
- **License certifications and renewals audit for September**
 - Four folders were randomly pulled and reviewed by the Board – no issues were found.

On October 20, 2016, Glenn Davis and Nicole Smith will be presenting Operator Outreach training in the Delaware City Fire Hall. The training entitled “Knowing Your NPDES Permit” is being sponsored and hosted by the Delaware City Refinery, is open to all licensed wastewater operators and free lunch will be provided.

The next Board of Certification for Wastewater Operators meeting will be held on Tuesday, November 1, 2016 at 9:00 a.m.

Meeting was adjourned at 9:32 a.m.

Respectfully Submitted,
Faye Wheeler, CAP