



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, December 6, 2016
DNREC, Richardson & Robbins Building,
Conference Room B172
9:00 a.m.

MEETING MINUTES

In Attendance:

Board: Brian Blackburn, Jerry Esposito and Glenn Davis
DW: Nicole Smith and Melissa Kiser
Public: Sarah Smith, Hillary Valentine

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 October 4, 2016 meeting are approved as submitted.

Old Business

- **Start Action Notice (SAN)**
 - Incorporated DOJ changes, discussed recommended changes to verbiage. Glenn will need to meet with Kayli Spialter for another review. Glenn would like to set up a workshop tentatively for Wednesday January 25th at 6pm at the Department of Natural Resources and Environmental Control Richardson and Robbins Auditorium.
- **Chesapeake Bay Grant Funds for Training Upgrades**
 - Hilary Valentine stated she had submitted this to Bryan Ashby for review and signature but had not heard anything regarding the status. Melissa Kiser reported that it was received back from our Paralegal with recommended review and policy update yesterday. Glenn would follow up with Roy to find what exactly needs to be changed per the policy and email the Board with an update as soon as he find out.

New Business

- **Continuing Education Course Approvals/Denials October and November**
 - None were received
- **Operator License Renewals/Certifications/Expirations September**
 - The Board reviewed renewals, certifications and expirations
- **License certifications and renewals audit for September**

- Eight folders were randomly pulled and reviewed by the Board – no issues were found.

The next Board of Certification for Wastewater Operators meeting will be held on January 13th 2017 at 9:00 am. Delaware Technical & Community College- Terry Campus Corporate Training Center.

Meeting was adjourned at 10:30 a.m.

Respectfully Submitted,
Melissa Kiser