

*Texas Commission on Environmental Quality*  
**WATER UTILITY OPERATOR LICENSING ADVISORY COMMITTEE**  
**June 6, 2008**  
**9:30 a.m.**

**TCEQ**  
**12100 Park 35 Circle, Bldg. A, 1<sup>st</sup> Flr., Rm. 165**  
**Austin, Texas**

**MINUTES**

**Members Attending**

L. Russell Hamilton  
Richard E. Harbuck  
Ginger C. Laird  
Joseph G. Majdalani, P.E.  
H. Ted Neumann, Jr.  
Robert Rowell  
David Sanders  
Carola G. Serrato  
Larry West  
David L. Yohe

**Members Absent**

Carol V. Batterton  
George W. Patterson  
Robert T. Riley

**Others Attending**

James Fischer, TEEX

**TCEQ Staff Attending**

Christine Bergren, Small Business and Environmental Assistance (SBEA)  
Tamara Calhoun, Compliance Support Division (CSD)  
Brian Christian, SBEA  
Noreen Helmle, CSD  
Susan Hier, CSD  
Brian Lehmkuhle, CSD  
Patrick Marcyniuk, Field Operations Division  
Sandra Mota, CSD  
Stevency Telfort, CSD  
Terry Thompson, CSD  
Michelle Wilkinson, SBEA

Richard Harbuck, Chair, called the meeting to order at 9:30 a.m. A quorum was confirmed. The members, guests and TCEQ staff were introduced. The Minutes of the February 22, 2008 meeting were approved.

**Storm Water (SW) Update**

Patrick Marcyniuk, Field Operations Division (FOD), and Brian Lehmkuhle, Compliance Support Division (CSD) Training Approval, presented to the Committee with assistance from Stevency Telfort, CSD Summer Intern. Patrick gave an overview of FOD water

programs (e.g., SW, drinking water, on-site, TPDES) and related TCEQ staff. He also gave an overview of general SW topics/categories (e.g., types of authorizations, such as TPDES Multi Sector or construction permits; SW inspections). He also provided information regarding aspects related to SW regulation or compliance, such as discharging within limits and best management practices.

Brian Lehmkuhle discussed the possibility of training credits being approved towards TCEQ license for different types of SW training. The approval of presentations or other training depended on if and how concretely the respective SW content was directed toward knowledge and skills needed to perform licensee critical job tasks.

To this point, particularly regarding the SW construction category and SW inspections, the training program staff have recommended that most SW training is focused on activities that are in the periphery (if at all) of critical job tasks. Where we have approved SW topics for training credit (e.g., in conferences), we have done so only if being presented as a concise overview of the topics and for an hour or so training credit for each presentation. In approving the training, we would also want to understand that presenters in each session would plan to directly relate session information to wastewater licensee duties.

Committee members discussed these issues after the presentation. There were no firm determinations for Training Approval staff to consider. It was agreed that Training Approval and FOD staff could seek comments on SW duties and the nature of training that could be considered for training approval in the future.

### **Wastewater Record-keeping & Reporting**

Brian Christian, Michelle Wilkinson and Christine Bergren from Small Business and Environmental Assistance (SBEA) gave an in-depth presentation on the topic. A copy of the handout is with the original of these Minutes. Afterwards, all committee members discussed the issues with them. It was decided that this topic would be included in the 2009 Training Provider Seminar. Committee members expressed interest in seeing the SBEA workshop and other educational information on this topic. SBEA planned to make available a 1-2 page bulleted training agenda on the topic. They would consider producing and making available a CD or DVD of some or all of the current SBEA workshop. In addition, they would like to assist training providers who are not currently TCEQ approved and encourage them to seek approval.

### **Texas Small Public Water System Training Program**

Sandra Mota, Compliance Support Division, gave a brief update of the recent activities of the Texas Small Water Program. To date, 3,092 water systems and 5,756 operators have enrolled. There are currently 7 training providers participating in classroom training and 4 training providers participating in cluster training. Over 300 classroom courses have been offered since June 2, 2006. 445 cluster training classes have been offered since June 1, 2004. Approximately 50% of members have received Cluster Course I training. Cluster Course II Train-the-Trainer Workshop was held in February 2008. Over 500 How-Two Videos and Basic Water Manuals have been distributed to program members only. Effective February 4, 2008, the Program began offering online training for 4 courses. Approximately \$156,000 in licensing fees have been paid through the program.

### **Training, Licensing & Exam Update**

Terry Thompson expressed appreciation to the members for making time to serve on the committee. He recognized five members whose term expires on 8/31/08 for their valuable contributions to the committee and the TCEQ Licensing and Training Approval programs. This meeting is the last meeting for: Richard Harbuck, Ted Neumann, George Patterson, Robert Riley, and David Yohe. Terry told them they may be called upon in the future to serve on licensing work groups and he hoped that they would be available to do so.

Terry also announced that Juanita Lopez, Licensing Section Manager, would be retiring effective 8/31/08. He recognized her for her many contributions to the Licensing Section and encouraged members to stop by or call her to wish her well since she was unable to attend the meeting.

Terry presented the Water and Wastewater Licensing Quarterly Report to the members.

### **Class A Water License Issues**

Tamara Calhoun distributed a copy of Subchapter K, Public Water System Operators and Operations Companies, that became effective September 27, 2007. A copy of this is with the original of these Minutes. She initiated a discussion about what experience is acceptable for the issuance of a Class "A" Water License. Should someone having only distribution experience be eligible to obtain an A Water License? Currently, the Wastewater licensing program requires an individual to have half of the required experience in treatment and the other half can be substituted with collection experience at a 50% rate. Should the Water licensing program revise the rules requiring an individual to have half of the required experience in treatment (ground and/or surface) before any distribution experience is applicable? Or, should the rules be revised to reflect two

different license types as wastewater currently does? The members agreed to provide input in writing to Terry Thompson or Tamara Calhoun.

### **Computer Based Testing (CBT) Update**

Susan Hier updated the members on the progress of the computer-based testing (CBT) project. It is still on schedule. In May, a Joint Application Development (JAD) meeting was held with the contractor to design the windows. Specifications were signed off on and the contractors have started building the application. A Request For Information (RFI) was posted on 5/28/08 requesting information on proctor services. The RFI will close on 6/11/08. Reports to go with the system are in development. Intensive user testing will be conducted for two weeks in late July for 6 – 8 hours a day. This will include testing on a PC with JAWS (screen reader) which we have available for developers to use when testing for accessibility. She said that emphasis was being placed on user friendly, plain language instruction. The project is expected to be in production by 9/1/08. The members expressed an interest in whether or not oral exams could be given by computer. Susan said she would check into that.

### **Training Approval Update**

Brian Lehmkuhle gave a brief report on a few of their current projects. Rule implementation is underway regarding the revised 30 TAC Ch. 30 Rule (e.g., 30 TAC 30.28) and RG-373 effective 1/1/08. Training reviews have been conducted under the revised requirements. Training request application backlog is substantially less, thanks in large part to rule and RG revisions and other special projects of 2007-08 being completed. There are less than 20 applications in-house at present and more reasonable review times should be expected. The need for significant revisions to exams outside of water (i.e., MSW, Irrigation) are largely related to significant rule changes. This is having an affect on our ability to complete planned revisions to various water/wastewater exams. The Wastewater D exam has been started. Revisions to the A Water and Wastewater exams and B Surface Water exam will be next.

### **TCEQ Annual Water & Wastewater Training Provider Seminar**

Noreen informed the members that 30 registrations had been received so far for the Annual Training Provider Seminar set for June 30 – July 2, 2008.

### **Nominations for New Committee Members**

Noreen Helmle reported that 36 nominations were received for the 5 vacancies that will occur on the committee on 8/31/08. The documents requesting the appointments are

currently being drafted by Legal and then it will be set on the Commission's Agenda calendar.

**Other Business**

There was a brief discussion among the members regarding the definition of direct supervision. Terry Thompson stated that the Water Supply Division and the Field Operations Division were still developing guidance on this issue.

**Next Meeting Date**

An e-mail will be sent to members regarding the date of the next meeting. Russell Hamilton will be the new Chair effective September 1, 2008. He said that he would prefer to schedule the meeting after the appointment of the new members.

The meeting was adjourned at 11:45 a.m.