A meeting of the North Carolina Water Treatment Facility Operators Certification Board was called to order at 10:03 AM on December 15, 2015 by Danny Sloan, Chairman.

The following members and guests were present:

**Members Present:**
- Steve Scruggs
- Linda Raynor
- Wendell Pickett
- Danny Sloan
- David Schaad
- Leslie Carreiro

**Guests:**
- Stephen Denning
- Shawn Maier
- Steve Reid
- Heather Cagle
- Cindy Gall
- Allen Oldham
- Jay Frick
- Maureen Kinney

Danny Sloan read the Statement of Ethics and asked if anyone had any conflicts of interest with the day’s agenda items. Leslie Carreiro stated she had a conflict with the ORC request from William Ronnie Presley. Steve Scruggs stated he had a conflict with the ORC request from Justin Maurice.

The first item of Board business was to approve the minutes of the previous meeting. Danny Sloan called for a motion to accept the minutes. Wendell Pickett made a motion to accept the minutes and Leslie Carreiro seconded the motion. The motion passed.

Danny Sloan asked if there were any comments from the attending public. There were none.

**The next item of business was certification reinstatement requests. There were none.**

**The next item of business was ORC exception requests.**

The Board received a permission request from William Ronnie Presley for the following ORC designations:

- **Mills River WTP** 0111010 A-Surface Buncombe Co.
- **DeBruhl WTP** 0111010 A-Surface Buncombe Co.

David Schaad made a motion to approve the request. Linda Raynor seconded the motion. The motion passed. Leslie Carreiro recused herself from this vote.

The Board received a permission request from Henry Tripp for the following ORC designations:

- **Town of Bath** 0407030 C-Well Beaufort Co.
- **Town of Bath** 0407030 C-Distribution Beaufort Co.

Leslie Carreiro made a motion to approve the request. David Schaad seconded the motion. The motion passed.

The Board received a permission request from David Credle for the following ORC designations:

- **South Camden Co. Water And Sewer District** 0415015 B-Distribution Camden Co.
- **South Camden Co. Water And Sewer District** 0415015 Cross-Connection Camden Co.
- **Carolina Village MHP** 0427103 C-Distribution Currituck Co.
- **Carolina Village MHP** 0427103 C-Well Currituck Co.

Linda Raynor made a motion to approve the request. Steve Scruggs seconded the motion. The motion passed.

The Board received a permission request from Justin Maurice for the following ORC designations:

- **All-Spec Industries Inc.** 7065051 D-Distribution New Hanover Co.
- **CFPUA/Monterey Heights** 0465137 C-Well New Hanover Co.
- **CFPUA/NHC** 0465232 A-Well New Hanover Co.
Leslie Carreiro made a motion to approve the request. Linda Raynor seconded the motion. The motion passed. Steve Scruggs recused himself from this vote.

**The next item of business was temporary certification requests. There were none.**

**The next item of business was out-of-state requests.**

The Board received an out-of-state application from Harold Ignacio requesting to take a surface and distribution exam. Mr. Ignacio holds a Grade 1T and 2D in Arizona and has 11 years of experience. Danny Sloan recommended that Mr. Ignacio be allowed to take a C-Surface and a B-Distribution exam. David Schaad made the motion that Mr. Ignacio be allowed to take the C-Surface and B-Distribution exams within one year of the initial approval. Wendell Pickett seconded the motion. The motion passed.

The Board received an out-of-state application from Michael Garrity requesting to take a well, surface, distribution and cross-connection exam. Mr. Garrity holds grades A and E Water and Subclasses 7,8,9, and 12 in Pennsylvania and has 15 years of experience. Danny Sloan recommended that Mr. Garrity be allowed to take a C-Well and a C-Distribution exam, but that the surface and cross-connection portion be denied because of a lack of documented experience in those fields. Leslie Carreiro made the motion that Mr. Garrity be allowed to take the C-Well and the C-Distribution exams within one year of the initial approval, but to deny a surface or cross-connection exam. Steve Scruggs seconded the motion. The motion passed.

The Board received an out-of-state application from Aaron Keith Elliott requesting to take a well, distribution and cross-connection exam. Mr. Elliott holds a Grade D Water Operator and Backflow Prevention Assembly Tester license in Texas and has 3 years of experience. Danny Sloan recommended that Mr. Elliott be allowed to take a C-Well, a C-Distribution, and a Cross-Connection exam. David Schaad made the motion that Mr. Elliott be allowed to take the C-Well, C-Distribution, and Cross-Connection exams within one year of the initial approval. Steve Scruggs seconded the motion. The motion passed.

**The next item of business was other requests. There were none.**

**The next item of business was classification of water treatment facilities.**

The following new system classifications were submitted by the various regional offices for the board’s approval:

- Cottages of Boone – C-Well, C-Distribution
- Martin Co. Regional WASA – A-Surface
- Graystone SD – B-Distribution
- Blackstone Meadows – C-Well (<100 Connections)

Leslie Carreiro made a motion to approve the new classifications as submitted. David Schaad seconded the motion. The motion passed.

The following changed system classification was submitted by the Washington Regional office of PWSS for the board’s approval:

- Town of Maysville – C-Well, B-Distribution, adding Cross-Connection

David Schaad made a motion to approve the changed classifications as submitted. Wendell Pickett seconded the motion. The motion passed.
The next item on the agenda was Board Issues – Rules

Steve Reid was in attendance to update the board on several issues. Mr. Reid stated that approximately 22% of the water operators had renewed their certifications and that 25% of those were done so electronically through the new e-pay system. Mr. Reid also mentioned that changes were coming soon to the water operators website to allow for a more user friendly experience.

The next item of business was education.

The Board was given a copy of the exam formulas that were given out at the October exams. There were no recommended changes by the Board.

Danny Sloan asked the board members to review the exam results from the September 29th and October 29th exams. Danny Sloan asked for volunteers to proctor the February 25, 2016 paper exams. Danny Sloan volunteered to proctor the Morganton exam site and Leslie Carreiro said she would be available to proctor the Morganton exam site if she was not replaced by a new board member by that point, Steve Scruggs volunteered to proctor the Raleigh exam site and there were no volunteers for the Snow Hill exam site. Stephen Denning stated he would e-mail Scott Stevens to see if he would be available that day to proctor.

The next item of business was other.

Linda Raynor stated that Jessica Godreau, section chief of the Public Water Supply Section, requested that the Certification Board entertain the idea of waiving certification renewal fees for PWSS Central Office employees. David Schaad made the motion that PWSS Central Office employees not be required to pay annual certification renewal fees. Wendell Pickett seconded the motion. The motion passed.

Danny Sloan mentioned that the Governor’s office has still not informed him of any progress to replace Charles Brown and Leslie Carreiro with new board members. It was decided that due to the slow nature of the replacement process at this time, nominations of officers would still be open to board members scheduled to rotate off in June of 2016.

Danny Sloan called for nominations for chairman. Linda Raynor nominated Danny Sloan to continue as chairman. David Schaad seconded the nomination. There were no other nominations and Danny Sloan was re-elected as chairman unanimously.

Danny Sloan called for nominations for first vice-chair. Leslie Carreiro nominated David Schaad to continue as first vice-chair. Linda Raynor seconded the nomination. There were no other nominations and David Schaad was re-elected as first vice-chair unanimously.

Danny Sloan called for nominations for second vice-chair. Wendell Pickett nominated Steve Scruggs to continue as second vice-chair. Leslie Carreiro seconded the nomination. There were no other nominations and Steve Scruggs was re-elected as second vice-chair unanimously.

Danny Sloan asked for any comments from the attending public. There were no comments.

Danny Sloan stated the next meeting date would be March 15, 2016.

Danny Sloan asked for a motion to adjourn. David Schaad made a motion to adjourn the meeting. Steve Scruggs seconded the motion. The motion passed and the meeting adjourned.

Respectfully submitted,

Stephen Denning, Board Secretary