



**BOARD OF CERTIFICATION OF OPERATORS  
OF WASTEWATER TREATMENT FACILITIES**

Meeting Minutes: Wednesday, October 5, 2016

**Members in Attendance:** Paul Desrosiers, Frank McLynch, Bill Patenaude and Jon Schock

**Others in Attendance:** Bernie Bishop, Superintendent – W. Warwick WWTF  
David Gaipo, Regional Manager – Suez  
Paul Brouillette, Loss Prevention Specialist – The Trust  
Gregory Schultz, Esq., RI Attorney General's Office  
Christina Hoefsmit, Esq., and Traci Pena, RIDEM

The meeting was called to order at 9:30 a.m.

First to be discussed were the draft September 7, 2016 meeting minutes.

**Mr. Schock motioned to approve the minutes as amended. Mr. Desrosiers seconded the motion. The motion passed with all eligible members voting in favor. Mr. McLynch abstained as he was not at the September meeting.**

The next item to be discussed was Grade 4 Operator Information Request from the Town of West Warwick. Mr. Bishop was requesting a list of addresses of all Grade 4 license holder to send information regarding a job posting for the superintendent position at the West Warwick WWTF. They have placed ads and have only yielded 4 applicants who didn't meet the qualifications.

**After brief discussion, Mr. Patenaude motioned to allow communities to advertise a job position for superintendents and assistant superintendents with the assistance from the Board. The community would provide the job posting and the Board would provide a cover letter and then mail the information to specific license grades so that licensee addresses remain private.**

Mr. Bishop left the meeting at 9:45.

There were no applications to be reviewed.

Next item discussed was Enforcement Coordination between DEM and the Board. Mr. Patenaude raised concerns about recent Board enforcement decisions that appeared unenforceable under its regulations. Mr. Patenaude noted that the Board regulates individual licensees and that the DEM regulates facilities. Mr. Schock agreed that an action such as requiring an SOP should come from the DEM and not the Board. Mr. Schultz and Ms. Hoefsmit offered that the Board can correspond with the DEM and recommend that that agency take specific action. Mr. Patenaude asked the attorneys to draft a scope of what is allowed under the authority of the Board's regulations for the next meeting.

Mr. Paul Brouillette from the Rhode Island Interlocal Risk Management Trust was present to discuss training offered by that organization. The Trust, as it is more commonly known, insures municipalities. Mr. Brouillette provided the Board with a summary of courses that may meet CEU requirements. The training is meant to show an individual going above and beyond and not a requirement of employment.

**After discussion Mr. Patenaude motioned to approve the following the Trust training:**

- 1. Accident/Incident Investigation Reporting and Prevention**

2. Blood borne Pathogens Standard
3. National Safety Council's DDC-4 Defensive Driving
4. Housekeeping, including Slips, Trips and Fall
5. Safe Back 101/Body Mechanics

Mr. McLynch seconded the motion. With all members present voting in favor, the motion passed.

Mr. Brouillette left the meeting at 10:15.

Per §42-46-4 and §42-46-5(a)(4), Mr. Patenaude motioned to convene into executive session to discuss issues regarding Rhode Island wastewater treatment operator related to possible civil or criminal misconduct. Mr. Schock seconded the motion. The motion passed with the following roll call: Mr. Patenaude, Mr. McLynch, Mr. Desrosiers and Mr. Schock voting in the affirmative.

Mr. Schock motioned to table a request to have a Letter of Reprimand rescinded and visit the issue at a future executive session meeting. Mr. Desrosiers seconded. All members present voted in favor, as such the motion passed. Mr. Patenaude had abstained from the matter and was not present during the vote.

Mr. Schock motioned to revisit two operator's letters of reprimand and to draft additional language and to address SOPs. Mr. McLynch seconded the motion. All members present voted in favor as such the motion passed. Mr. Patenaude had abstained from the matter and was not present during the vote.

Mr. Schock motioned to approve the Executive session minutes of the September 7, 2016 meeting minutes, as amended. Mr. Desrosiers seconded the motion. The motion passed with all present voting in the affirmative.

Mr. Patenaude motioned to seal the October 5, 2016 executive session meeting minutes. Mr. Schock seconded the motion. The motion passed with all present voting in the affirmative.

Mr. Patenaude motioned to resume the meeting into open session. Mr. Schock seconded the motion. The motion passed with all present voting in the affirmative.

The discussion of Regulation updates are still on hold pending new formats to be issued by the State of Rhode Island's Office of Regulatory Reform.

Additional courses were discussed.

Mr. Patenaude motioned to approve the following 2 courses:

1. EPA – Free Preparedness Tools & Resources for Drinking Water and Wastewater Utilities
2. EPA – Pretreatment Coordinators Workshop

Mr. Schock seconded, all members present voted in favor, as such the motion passed.

Next item discussed was the issuance of Honorary Licenses for the US Army Civil Affairs Trainees.

After discussion, Mr. Patenaude motioned to issue honorary licenses to Kreig Martinek, Leah Serrano, Pierre Fevry, Juan Rodriguez, Andrew Swift, Blaine Flanders and John Mahoney. Mr. McLynch seconded all members present voted in favor as such the motion passed.

In new business, Mr. Patenaude reported that the Operations Challenge Team, which finished first in New England in June, had competed in the nationals in New Orleans. Mr. Patenaude would be sending a joint letter to the team on behalf on the Board with DEM director Janet Coit.

All other matters were tabled.

**Mr. Patenaude motioned to adjourn. Mr. Schock seconded the motion. The motion passed with all members present voting in favor.**

The next meeting is scheduled for Wednesday, November 2, 2016 at 9:30 at the RIDEM – Office of Water Resources, Room 280 located at 235 Promenade St., Providence, RI 02908.