

**MINUTES**  
**South Carolina Environmental Certification Board**  
**Board Meeting**  
**10:00 a.m., October 16, 2018**  
**Synergy Business Park**  
**Kingstree Building, Room 105**  
**110 Centerview Drive**  
**Columbia, South Carolina**

**Meeting Called to Order**

Chairman, Elizabeth Williams, of Sumter, called the regular scheduled meeting of the South Carolina Environmental Certification Board to order at 9:59 a.m. Other members participating in the meeting Included: Charles Cortez, of Pelzer, Robert G. Davis, Jr., of Hilton Head; Doug Kinard, of Prosperity; Ken Rentiers, of Columbia; James Rodgers, of Greenwood; Stacy Taylor, of Columbia; and Sidney K. Tuck, of Spartanburg

Staff members participating during the meeting included: Molly Price, Administrator; Meredith Buttler, Program Coordinator; Hardwick Stuart, Office of Advice Counsel; Mary League, Office of Advice Counsel Todd Bond, Office of Investigations; and Erin Baldwin, Office of Disciplinary Counsel.

Mrs. Williams announced that public notice of this meeting was properly posted at the S.C. Environmental Certification Board Office, Synergy Business Park, Kingstree Building, and on the board website and provided to all requesting persons, organizations, and news media in compliance with Section 30-4-80 of the South Carolina Freedom of Information Act.

**Invocation**

Mr. Cortez gave the Invocation

**Pledge of Allegiance**

**Introduction of Board Members and Others**

Board members and Board staff introduced themselves.

**Approval of Excused Absences**

**MOTION:** To approve the absence of Philip Thompson-King, due to work conflict.  
Cortez/Tuck/approved.

**Approval of the July 31, 2018 Minutes**

**MOTION:** To approve the minutes of the July 31, 2018 meeting.  
Davis/Tuck/approved.

### **Chairman's Remarks-Elizabeth Williams**

Ms. Williams welcomed Advice Counsel Hardwick Stuart back after medical leave. The Board and Board staff are all happy to have him back. Ms. Williams shared that Board Administrator, Molly Price, is slated to be the key-note speaker at the upcoming Operators Conference in Myrtle Beach.

### **Staff Reports**

Mrs. Price stated she is looking forward to the upcoming conference and her key-note talk will focus on examination trends and Board actions relating to it. On Friday, November 2, 2018, Ms. Price, Ms. Williams and Ms. Buttler will be speaking at a breakout session.

Mrs. Price reported the board's current account balance as of September 2018 is \$652,380.66. Currently the Board has 8,808 active licensees with 802 licenses lapsed from the 2018/2019 renewal cycle. The lapsed operators have until June 30, 2019 to renew. All renewals now must be mailed in with a check or money order and proof of completed Continuing Education during the 2015/2017 cycle.

The Continuing Education Audit will take place next renewal cycle. Several boards within LLR have moved to utilizing CE Broker, a free service to licensees. Ms. Price stated that the Environmental Board will be one of the last boards to move over to using this service due to the infrastructure that will need to be built to accommodate operators with multiple licenses. The move to CE Broker will mean all licensees will need to submit continuing education information in order to renew, thus bringing the board to a 100% audit.

The revised 2019 meeting dates have been posted in board members folders. Dates will be posted to the website after the meeting. If any conflicts arise with meeting dates, please notify staff as soon as possible.

Ms. Price offered congratulations to Charles Cortez and Bob Davis on their reappointments to the Board. Their terms will take them through 2021. If a board members has sent in their request for reappointment, please give the Governor's office some time as they are currently in the process of approving board seats.

Congratulations to Ms. Williams on being appointed to the 2019 ABC Board of Directors. Her term will begin January 2019.

The Board approved travel for two board members and two staff to the 2019 ABC Conference in Savannah, GA on January 8-11, 2019. Ms. Price asked that if board members are interested in attending, please contact the board office as soon as possible so that registration can be submitted.

As the SCRWA's conference in September was rescheduled due to the hurricane and Ms. Price is no longer available at the reschedule date, SCRWA has asked for Ms. Price to speak at the Decision Maker's Summit in Myrtle Beach on February 23-24, 2019. Travel approval for the conference will be added to the January 29, 2019 agenda.

Ms. Price reviewed the examination passing rates of the 2017 standardized exams for biological wastewater, water treatment, and water distribution. In comparing the pass rates, there continues to be an increase in passing rates for the distribution and biological wastewater exams. Water treatment passing rates remain steady. In addition to the passing rates, Ms. Price shared that the survey data is continuing to be compiled, with over 2,000 operator's feedback. The survey is showing trends such as an operator's chance of passing decreases with each attempt. Operators who continually retake the same examination without seeking additional study material or help, have been identified as one cause of the low passing rates. In response to this the Board is taking steps to assist the operators with the proposed assistance letter to be approved later in the meeting.

The next board meeting will be held on January 29, 2019 in room 105

Advisory Opinions, If Needed, Office of Advice Counsel

No advisory opinions were given during this meeting.

OIE Report-Office of Investigations and Enforcements

Todd Bond reported that as of this morning there is one active case.

IRC Report- Office of Investigations and Enforcements

The IRC did not meet prior to the board meeting as there are no cases to review.

ODC Report-Office of Disciplinary Counsel-Erin Baldwin

Ms. Baldwin reported that there are two pending cases.

**New Business**

a) Approval of Intent to Consider Form for ABC's 2019 Standardized Exams

Ms. Price shared that ABC sent out an email last week, informing boards that they will be rolling out the new 2019 exams in the spring. Ms. Price reached out the ABC for further clarification. Currently the exams are comprised of 100 graded questions with an additional 10 questions that are not part of the grading process. ABC will be removing select exam questions that are performing poorly and will replace them with questions from the current non-graded question bank. The replaced questions will not alter the Need-To-Know criteria. ABC sent out an "Intent to Consider" form for the Board to approve. The form does not require the board to adopt the new questions but notifies ABC that the board is willing to review the material. Ms. Price encouraged the board to move forward with looking at the revised content as it would mean an improved exam.

Chair Williams recused herself from the vote due to conflict of interest.

**MOTION:** To approve the Intent to Consider the ABC 2019 Standardized Exams.  
Cortez/Davis/approved.

## Unfinished Business

### a) Approval of Examination Assistance Letter

Board members were given copies for the proposed letter for biological wastewater, water distribution, water treatment and physical/chemical wastewater. The letter will be sent to operators upon their third failed attempt. After reviewing, board members suggested adding a sentence that directs operators on where to find information regarding additional training. Mr. Taylor also suggested additional language be added to clarify why the operator is receiving the letter.

**MOTION:** To approve the examination assistance letters with changes as discussed.  
Cortez/Kinard/approved.

## LLR Director's Remarks

LLR Director, Emily Farr spoke to the board, thanking the members for their service.

## Unfinished Business

### b) Approval of Recognition Initiative: Operator Work Experience Milestones

Board members were given a copy of the proposed Operator Work Experience letter. The letter will be accompanied by a certificate recognizing operators with over 40 years of licensed service. One operator has been licensed for 50 years and will be receiving a plaque and invited to the January board meeting for recognition. Per licensing records only biological wastewater, water treatment and physical/chemical wastewater operators have records going back over 40 years. Distribution licensing records date to 2000. An additional question will be added to the distribution renewals to ascertain the year they began operating. The Board will review the results and make a determination on how best to recognize distribution operators with work experience milestones. The board would also like to recognize well drillers with over 30 years work experience. Board staff will review the list of operators and include them in the recognitions. After the first round of recognition, board members agreed they would like to continue the recognition practice for key milestones, i.e. 40 and 45 years, on a yearly basis.

**MOTION:** To approve the recognition initiative as discussed.  
Taylor/Tuck/approved

## Application Hearing

**Mr. Gary Waring appeared before the Board for an Application Hearing. He was not represented by counsel. The Senior Distribution Manager of Charleston Water Systems, Mr. Darryl Thompson, served as a witness. All persons testifying were sworn in by the court reporter. Application hearings are recorded by a certified court reporter in the event a verbatim transcript is necessary.**

## Executive Session

**MOTION:** For the Board to enter into executive session to seek legal advice regarding application hearings.  
Tuck/Davis/approved.

#### **Return to Public Session**

**MOTION:** For the Board to return to public session.  
Tuck/Davis/approved.

Board Chairman, Elizabeth Williams, noted for the record that no votes or actions were taken while in executive session.

**MOTION:** To approve Mr. Waring to become a Water Distribution Trainee.  
Cortez/Kinard/approved

#### **Discussion Topics**

There were no discussion topics at this meeting

#### **Committee Reports**

There were no committee reports at this meeting.

#### **Public Comments**

There were no public comments at this meeting

#### **Adjournment**

**MOTION:** To adjourn the meeting.  
Taylor/Tuck/approved.

The October 16, 2018, meeting of the S.C. Environmental Certification Board adjourned at 10:54 a.m.

The next meeting of the S.C. Environmental Certification Board is scheduled for January 29, 2019, in room 105.