



State of Idaho
Division of Occupational and Professional Licenses
Idaho Board of Drinking Water and Wastewater
Professionals

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Minutes of 01/17/2024

Board Members	Stacy Stuart, Chair	Division	Jessica Spoja, Executive Officer
Present:	Bryson Ellsworth	Staff:	Don Morse, Investigative Pgm. Supv.
	Kyle Marine		Lea Kear, Legal Counsel
	Laurelei McVey		Renee Bryant, Board Support Supervisor
	Jerri Henry		Zack Trujillo, Board Support Specialist

The meeting was called to order at 9:00 AM MT by Chairman Stacy Stuart.

APPROVAL OF THE 06/29, 09/22, 10/02, and 11/29/2023 MEETING MINUTES

A motion was made and seconded to approve the 06/29, 09/22, 10/02, and 11/29/2023 minutes pending changes that were discussed and agreed upon. Board Member's McVey and Marine recused themselves of voting on the 06/29, 09/22, and 10/02/2023 minutes as they were not yet appointed to the Board when those meetings were held. The motion carried.

DIVISION BUSINESS

Finance Report: A financial report was provided that included the current and projected cash reserves for the WWP Board. Executive Officer Spoja explained what DOPL has proposed to the legislature for potential revenue streams to increase the cash reserve of the Board. More information on the expenses of the Board and an update on the new licensing system (OASIS) will be provided at the next meeting.

BOARD BUSINESS

Drinking Water Treatment Update: Board Member Henry would like operators to receive credit toward the upgrade of their licensure for the hours worked during a pilot project. Legal Counsel Kear suggested putting this idea into a guidance document so operators can check and see if their hours will count or not. The Board agreed and a guidance document will be drafted and reviewed at a future meeting.

Cross-Connection Control Specialist: Board Member McVey suggested the Board wait until their finances are under control before adding this new license. A further discussion will be held about this topic at the next meeting.

Guidance Documents: The guidance documents were provided at the meeting. The Board would like to review and discuss the documents at the next meeting.

Continuing Education (CE) Audits: Executive Officer Spoja addressed a question about the CE audit period; stating it stays with the renewal cycle currently in place.

Backflow Application: A motion was made and seconded to accept the Backflow Assembly Tester application with the changes the Board made. The motion carried unanimously.

Closure Memo: Investigation Supervisor Don Morse explained, in detail, the complaint memo on I-WWP-2024-1. A motion was made and seconded to send a documentation letter to the respondent and close case I-WWP-2024-1. The motion carried unanimously.

Public Comment: Shelley Roberts, Idaho Rural Water Association (IRWA), asked if there will be a detailed audit report of the Boards finances because stakeholders would like an explanation for the negative cash reserves and what their licensing fees are being spent on. Executive Officer Spoja will work on getting a report.

Nikki Summers, Veolia, asked what percentage of the testing fees go back to the WWP Board, and how many DOPL staff members are assigned to assist this board. The testing fees do not come back to the Board, as the provider keeps all the fees for its services. DOPL is working on cross-training employees to increase the number of staff that can assist the Board.

EXECUTIVE SESSION – APPLICATIONS

Motion to Enter Executive Session: A motion was made and seconded that the Board enter executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session is to consider documents relating to the fitness of an applicant to be granted a license or registration. Roll call: Stacy Stuart - aye; Bryson Ellsworth - aye; Jerri Henry - aye; Laurelei McVey – aye; and Kyle Marine - aye. The motion carried unanimously.

Motion to Leave Executive Session: A motion was made and seconded to leave executive session. The motion carried unanimously.

Motion(s) re: Applications: A motion was made and seconded to approve application WWP-26744. The motion carried unanimously.

ADJOURNMENT

There being no further business, the meeting adjourned at 11:32 AM.

01/17/2024/zjt