



State of Idaho

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

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Draft Board Meeting Minutes of 08/05/2026

Board	Laurelei Bakken, Vice-Chair	Division	Jessica Spoja, Executive Officer
Members	Jerri Henry	Staff	Greg Loos, Legal Counsel
Present:	Kyle Marine	Present:	Ryan Allstott, Licensing Supervisor
	Niki Summers		Amy Kohler, Education Program Specialist
			Amanda Lee, Board Support Specialist

The meeting was called to order at 9:01 AM MT by Vice-Chair Bakken.

Approval of 06/24/2026 Minutes:

A motion was made and seconded to approve the 06/24/2026 meeting minutes. The motion carried unanimously.

DIVISION BUSINESS

Financial Report: Executive Officer (EO) Spoja presented the Fiscal Year 2026, Quarter 4 Financial Report.

Universal Discipline: Legal Counsel Loos provided an overview of House Bill 703, codified at Idaho Code § 67-2616 (Universal Discipline), which took effect July 1, 2026, including the disciplinary enforcement tools available under the statute.

BOARD BUSINESS

License Base Report: Licensing Supervisor (LS) Allstott presented the July 1, 2026, to August 3, 2026, License Base Report.

Exam Report: Education Program Specialist Kohler asked for clarification on the data the Board would like to see on future exam reports.

Onsite Work Experience Discussion: LS Allstott provided a walkthrough of the changes currently in the works for the onsite work experience portion of the OASIS system. The Board suggested notices be sent to individuals whose licenses are being entered in the supervisor field.

Wastewater Land Application Requirements: The Board discussed the Wastewater Land Application Requirements, noting that the processing of the applications will remain the same and that applications of Operator-in-Training licensees will be brought before the Board for approval.

32-hour BAT Guidance Document: EO Spoja reviewed the 32-Hour Backflow Assembly Tester (BAT) Training Course Guidance Document and will bring a final draft to the next meeting for Board approval.

Idaho Rural Water Association Apprenticeship Program Presentation: The Idaho Rural Water Association (IRWA) presented course breakdowns for their proposed Class 4 RTI Drinking Water Track and Class 4 RTI Wastewater Track Apprenticeship Programs for Board consideration. A motion was made and seconded to approve the presented Apprenticeship Programs. The motion carried unanimously.

Idaho Manufacturing Alliance Apprenticeship Program Presentation: The Idaho Manufacturing Alliance presented an overview of their proposed Industrial Water Operations Specialist Apprenticeship Program for Board consideration. A motion was made and seconded to approve the presented Apprenticeship Program with the modifications outlined by the Board. The motion carried unanimously.

Negotiated Rulemaking: EO Spoja reviewed the Board's five-year cash balance projections and draft changes to the licensing fee table that include "Not to Exceed" language to allow for gradual fee changes. The Division will continue to work with the IRWA to develop and distribute a survey to gain community and industry feedback on progressive fee changes. A motion was made and seconded to adopt the draft language as discussed and to change the status from draft to proposed. The motion carried unanimously.

Public Comment: There were public comments.

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:35 AM.