



State of Idaho

Division of Occupational and Professional Licenses

Board of Drinking Water and Wastewater Professionals

BRAD LITTLE
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Draft Board Meeting Minutes of 09/15/2026

Board Bryson Ellsworth, Chair
Members Laurelei Bakken, Vice-Chair
Present: Jerri Henry
Kyle Marine

Division Jessica Spoja, Executive Officer
Staff Greg Loos, General Counsel
Present: Amanda Lee, Board Support Specialist

Board Niki Summers
Members
Absent:

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

Approval of 08/05/2026 Minutes:

The Board noted an error in the August 5, 2026, meeting minutes regarding the Wastewater Land Application Requirements discussion. The Board will review the corrected minutes at the next meeting.

DIVISION BUSINESS

32-Hr BAT Guidance Document: Executive Officer (EO) Spoja reviewed drafts of the Instructor Approval Application and the Course Approval Application for Backflow Assembly Testers Guidance Documents that are set to replace the 32-Hr BAT Guidance Document upon approval. The draft Instructor Approval Application includes an increase in BAT instructors' required work experience, requiring disclosure of any disciplinary action from any jurisdiction for instructors, and requiring instructors to renew their approval every 5 years.

The Course Approval Application reduced the minimum instructional hours to 30 and included the 2026 American Backflow Prevention Association's Need-to-Know Criteria as a reference in the curriculum guide. The board also discussed whether the course approval document should only cover the 32-hour training course or also include the practical examination and/or written examination. It was suggested to separate these into distinct approval processes with practical and written exam approval procedures to be addressed at the next board meeting.

EO Spoja will distribute both draft documents to all licensees under the Board and the key stakeholder organizations for public feedback prior to the next meeting.

EXECUTIVE SESSION

A motion was made and seconded for the Board to enter into executive session under Idaho Code section 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public

Records Law, Idaho Code section 74-106(9). The purpose of the executive session is to discuss documents relating to the fitness of a licensee to obtain or retain a license or registration. Roll call: Chair Ellsworth-Aye, Vice Chair Bakken-Aye, Board Member Marine-Aye, and Board Member Henry-Aye. The motion carried unanimously.

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

MOTIONS RESULTING FROM THE EXECUTIVE SESSION

Motions Regarding Applications: A motion was made and seconded to approve application number 2083609. The motion carried unanimously.

A motion was made and seconded to approve application number 2103748 pending the receipt of additional information as discussed in Executive Session. The motion carried unanimously.

A motion was made and seconded to deny application number 216966 with the option to withdraw within 30 days of notice. The motion carried unanimously.

Motions Regarding Discipline: A motion was made and seconded to authorize staff and retained legal counsel to prepare a stipulated order as discussed in Executive Session for case numbers 2086122 and 2064090. The motion carried unanimously.

A motion was made and seconded to authorize staff and retained legal counsel to prepare a stipulated order to be signed by the Board Chair pursuant to the discussion in Executive Session for case number 2077688. The motion carried unanimously.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:57 PM.

The next meeting is on November 4, 2026.