

**MINUTES
OF
THE ON-SITE SEWAGE CERTIFICATION BOARD**

December 12, 2000

Members Present:

Scott Uhlich, Environmental Health State Office Program Manager, Chairman
Virgil Fancher, Environmental Health State Office Program Consultant, Secretary
C. Dewayne Tanner, Environmental Health County Manager, Chatham Co. Health Department
Deborah Glover, Environmental Health and Injury Control Branch
Don Barfield, AAA Concrete Products Corporation, Vice-Chairman
C.L. Tidwell, Bartow Precast/Tidwell Plumbing

Members Absent:

Yvette Daniels, Division of Public Health Legal Services Officer

Guests Present:

Gregory Harless, Environmental Health State Office Program Consultant
Bob Dehart, DHR District 1-1 Environmental Health Program Manager

The meeting was called to order at 10:10 a.m .by Chairman Scott Uhlich

Virgil Fancher was introduced as the new employee that will assume the position as Secretary of the Certification Review Committee.

Mr. Greg Harless was introduced as a new employee in the Land Use and Engineering Unit.

The Minutes of the April 19, 2000 meeting were distributed for review and correction.

Ms Debbie Glover noted the misspelling of Ms. Angela McGowen's name in the Old Business section of the Minutes (spelled McDowell)

With that correction, Dewayne Tanner made the motion to accept the minutes from the April 19, 2000 meeting. A second was offered by Debbie Glover. Motion was passed unanimously and the Minutes have been accepted and approved.

Mr. Scott Uhlich, Chairman of the Soil Certification Committee, is resigning and recommending Bob Dehart as his replacement. A motion was made by Scott Uhlich to approve Bob Dehart as his replacement. A second to the motion was offered by Dewayne Tanner. Motion was passed unanimously pending approval by the Commissioner.

OLD BUSINESS:

Mr. Scott Uhlich distributed a Draft copy to the **By-laws for the Certification Review Committee**. The following issues pertaining to the by-laws document were decided:

- Article III; Section 1 Membership - Setting time limits for membership. Following discussion, members requested the following term limits: District Environmentalist - 4 years, Septic Tank

Contractors-One 5 year and a 3 year term, State Environmentalists - One 3 year and a 5 year limit, Attorney - Infinite, and the County Environmentalist - 4 years.

- New members have to be approved by the Commissioner.
- Article III, Section 1 Membership - add attendance clause stating "members' attendance is required at least twice a year".
- Article IV; Section 3 Elections -wording change to " Officers of the Certification Review Committee shall be elected at the First Quarterly Meeting of the calendar year".
- Article V, Section 2 Special Meetings - add Special meetings may be called by chairperson or vice-chairperson.
- Article V, Section 5 Voting - voting by the Chairman is permitted without limitations.

Scott Uhlich stated that he would incorporate these changes into the by-laws document for distribution and a vote at the February meeting.

Scott Uhlich redistributed a draft copy of **Rules of Practice and Procedure** document. This document reflects the wording change from "Board" to "Committee". No reply from legal counsel to date. Ms. Yvette Daniels absent from this meeting, and will be asked to review for input at the next meeting.

Scott has received questions on the issue on what to do about complaints against septic contractors. He instructed the environmentalists to enforce the rules as before. (i.e. through the County Boards of Health (BOH)). We, the Certification Review Committee, are not set up to hear evidence in the matter of misconduct. The BOHs will decide what legal remedy it will pursue.

Discussion about de-certification of installers were discussed as a function of the committee, and the consensus was that it is under the purview

Scott Uhlich distributed the **Guidelines for Continuing Education Credit** for review and comments. He reviewed his process (and distributed his document titled "Guidelines for Continuing Education Credit") of reviewing and assigning CEUs. Issues pertaining to assigning partial credit for training not directly related to the on-site sewage industry was discussed. This also included requests of credit hours for breaks and vendor displays. The motion to give an hour of continuing education credit for each hour of continuing education directly related to the installation, inspection or maintenance of on site sewage management systems and a half hour credit given to indirect but pertinent information presented was made by Dewayne Tanner. A second was offered by Mr. Barfield. Motion passed.

Scott Uhlich distributed a letter from Mr. George Beaver of Southeastern Building Trades Associates, Inc. The letter requested continuing education credit hours for training that deals with the history of septic systems and ethic. Mr. Uhlich requested clarification on the Committee's view on offering credit for these subjects. After discussing the issue thoroughly, the committee agreed that partial credit should be awarded. Mr. Beaver will have to add times to his training schedule before CEUs can be determined.

A second letter from the Association for Installers and Manufacturers requesting additional continuing education credit for a September Training Session was distributed by Scott Uhlich. The request included an agenda from the training session, and a detailed description of the topics discussed. The request is to include refreshment breaks in Exhibit Hall in the CEU calculation. The committee agreed that refreshment breaks does not warrant CEUs. Administering continuing education units will be left up to the discretion of the Chairman. If the need for clarification arises, the Chairman has the authority to call a special meeting, or wait until a regularly schedule meeting to obtain input from the committee on awarding continuing education units.

Scott Uhlich raised the issue of Installer Certification. It is apparent that some Installers are intending to let their certification lapse with the intent of only re-taking the test. In their opinion, this exempts them of having to meet the continuing education requirements. The committee decided to require Installers whose certification lapses to meet the continuing education requirements, as well as re-taking the certification exam (s). A motion was made by Mr. Barfield to accept these requirements. A Second was offered by Mr. Tidwell. Motion passed unanimously.

Discussion concerning Pumper continuing education units were initiated by Scott Uhlich. With input from the Committee, the continuing education units for pumpers will wait until changes to the Onsite Sewage Manual are final. This may take care of the Pumper continuing education issue. A draft of the changes to Section N of the Onsite Sewage Manual will be presented at the next meeting for review. Mr. Tidwell expressed an interest in having training sessions given on Saturdays to limit the financial hardship to companies.

NEW BUSINESS:

Inspector Level I Certification

Scott Uhlich distributed a memo addressed to the Certification Review Committee dated November 21, 2000. The letter noted a change in Section N of the Onsite Sewage Manual. The change was a result of a request from the Environmental Health District Directors to provide an alternative to the three month work experience requirement for recently employed environmentalists wishing to take the Level I exam. Although a paragraph was replaced, the major change involved the addition of a clause allowing the satisfactory inspection of fifty onsite-sewage management systems in place of the three-month training period. Mr. Barfield made a motion to accept the three month/fifty inspection training requirement for inspectors. Dewayne Tanner offered a second. Motion passed.

Next meeting scheduled for February 6, 2001 at 10:00 am.

With no other pending business, M Tanner moved that the meeting be adjourned. Mr. Tidwell seconded.

Meeting adjourned at 12:15 pm.

Minutes were recorded, transcribed and respectfully submitted by

Virgil Fancher, MPH
Secretary - Certification Review Board