

**Georgia State Board of Examiners for Certification of Water & Wastewater Treatment
Plant Operators and Laboratory Analysts
Teleconference Board Meeting Minutes – April 22, 2020
Professional Licensing Boards Division, 237 Coliseum Dr., Macon, GA 31217**

Members Present:

Margaret Doss, Chair
Kenny Green
Kim Hembree
Gilbert “Gil” Shearouse
Debra “Debbie” Wright

Others Present:

Brad Coman, Executive Director
Carla Murray, Licensing Supervisor
Cindy Groves, Licensing Analyst
Alexis Hardy, Board Support Specialist
Betsy Cohen, Assistant Attorney General

Members Absent:

Kartik Bhatt

Note: Visitors are excused during Executive Session unless scheduled for a personal appearance.

Margaret Doss, Chair, noted a quorum was present, called the meeting to order at 10:00 a.m., and declared the meeting to be “open” pursuant to the Open and Public Meeting Act, O.C.G.A. §§50-14-1 et seq.

OPEN SESSION:

Agenda:

Kenny Green moved, Debbie Wright seconded, and the Board voted to approve the April 22, 2020 Agenda.

Minutes:

Kim Hembree moved, Gil Shearouse seconded, and the Board voted to approve the following minutes:

- February 26, 2020 Open Session Meeting minutes and Executive Session minutes.

Ratification List:

Licenses Issued through 02/24/2019– 04/19/2020 (Total – 83):

License #	Licensee
W2-015286	Brandon Scott Garrett
W2-015287	Dustin Kane Bailey
W2-015288	Mason Galloway
W2-015289	Christopher R Hernandez
W2-015290	Quenton Christopher Tate
W2-015291	William Clayton Beck
W3-016746	Jose Francisco Ocegüera
W3-016747	Aaron Matthias Zimmerman
W3-016748	Theresa Jade Freeman
W3-016749	Andrea Nicole McLain
W3-016750	Kaitlin Wilson Gibson
W3-016751	David C Parris
W3-016752	Eric Joseph Fears
W3-016753	Neil Patrick
W3-016754	Justin Smith
W3-016755	Darryl Stacey Crooke
W3-016756	Laura E Walker
W3-016757	William Stuart Taylor

License #	Licensee
W3-016758	Zachary Tristan Yawn
W3-016759	Stephen Lyle
W3-016760	Vanessa Tigert Birrell
W4-002766	Stephen Bjork
WD016718	Adam Ross Franklin
WD016719	Antonio Wallace
WD016720	Robert Leigh
WD016721	Adam Flynn Heintz
WD016722	Michael Brent Arnette, Jr.
WD016723	Richard Trent Shepherd
WD016724	Danny Ray Freeman
WD016725	Bradley Robert Hansel
WD016726	Dontay Jermaine Newton
WD016727	William Jonathan David Poss
WD016728	Christopher W Alvey
WD016729	Edward Joseph Dickson
WD016730	James Emory McCray
WL014664	Jennifer Anne Medina

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License #	Licensee
WL014665	Andrew Hearn Clark
WL014666	Willie James Walker, Jr
WL014667	Amanda Shea Rothenbusch
WL014668	Shannon Marie Grzandziel
WL014669	Taryn Nanette Griffin
WL014670	Xxavious Derrelle Robinson
WL014671	William Lawrence Bradley
WW1-015273	John Royce Abbott
WW1-015274	Rakesh G Darji
WW1-015275	Clinton Lee Kilpatrick
WW1-015276	Fred Leeroy Gaunce, IV
WW2-015463	Francis Kimani Ironjo
WW2-015464	Michael Caulie Exum
WW2-015465	Hilary Crook
WW3-017986	Sebron Kenneth Partridge, III
WW3-017987	Scott Loren Southwick
WW3-017988	Joey Lee Williams
WW3-017989	Cyle Eugene Sapp
WW3-017990	Richard E Bodaford, III
WW3-017991	Christopher Adrian McClain
WW3-017992	Arlie Weber
WW3-017993	Austin Krnyaich
WW3-017994	Ciera Lynn Fralix

License #	Licensee
WW3-017995	Patrick Joseph Simmons
WW3-017996	Justin Emory Briard
WW3-017997	William Payton Dorsey
WW3-017998	William Lee Duffey
WW3-017999	Casey Dawn Kearns
WW3-018000	Cody Marshall Grant
WW3-018001	Justin Cody Brown
WW3-018002	Thomas Anthony Mcfarland
WW3-018003	Auxana Marie Malmgren
WW4-000207	Zachary Szemborski
WWC033483	Nathan D Giddens
WWC033484	Alcides Josue Ruiz-Briceno
WWC033485	Michael James Blevins
WWC033486	Dwight Harris Morrow
WWC033487	Juan M Barrera
WWC033488	Zachary Gaddis
WWC033489	Brandon Eric Rakestraw
WWC033490	Gregory Bryce Atcheson
WWC033491	Patrick Michael Murphy
WWID032230	Zachary Payne
WWL014865	Erin Clifford
WWL014866	Robert Krehl Whitney, Jr.
WWL014867	Jillian Amurao
WWL014868	Dallas Edward Rutland

Gil Shearouse moved, Kim Hembree seconded, and the Board voted unanimously to ratify the licenses issued between meetings by application and reinstatement that were issued in accordance with Board Rules and Policies.

Rules Adoption Hearing:

Margaret Doss called the rule adoption hearing to order at 10:04 a.m. A court reporter was present. Brad Coman noted that no comments regarding the proposed rules had been received, nor were there any visitors to offer comments regarding the proposed rules.

BOARD RULE 750-1 ORGANIZATION

The Board believes it is necessary to amend 750-1 to remove any conflict with similar Environmental Protection Division (EPD) Rules and remove asymmetries by deleting extraneous wording. The amendment also updates terminology related to the Professional Licensing Board's (PLB's) organizational structure. This the most succinct way to word the information while adhering to requirements in the statute, acknowledging EPD's role in classifying water and sewerage systems, and properly referencing PLB staff. This amendment is necessary to ensure that the Rule contains language consistent with updates in the PLB's organization and the EPD's mission. EPD is the entity responsible for classifying systems, but how and why they systems are classified may change with advances in technology and environmental

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regulations. Those details do not need to be expressed in this Board's Rules. This change only impacts the members of the Board.

Gil Shearouse moved that the formulation and adoption of these rules does not impose excessive regulatory cost on any licensee and any cost to comply with the proposed rules cannot be reduced by a less expensive alternative that fully accomplishes the objectives of the applicable laws as required by O.C.G.A. § 50-13-4. Kim Hembree seconded the motion and it carried unanimously.

Kim Hembree moved to adopt 750-1. Kenny Green seconded the motion and it carried unanimously.

Chapter 750-1 ORGANIZATION

Rule 750-1-.04 Meetings

The Board shall meet at least two times a year to carry out regular business. The chairperson or the Professional Licensing Board's Division Director may call special meetings. Notice of the meeting shall be given to all members at least ten days prior to date of the meeting. Parliamentary procedure shall be according to Robert's Rules of Order, latest edition.

Authority: O.C.G.A. §§ 43-1-4, 43-1-7, 43-1-9, 43-1-19, 43-1-24, 43-1-25, 43-51-5, 43-51-6, 43-51-6.1, 43-51-7, 43-51-8, 43-51-9, 43-51-10, 43-1-1(2), 43-1-2, 43-51-3(d), 43-51-4.

Rule 750-1-.06 Classification of Public Water Supply Systems and Wastewater Treatment Plants

The ~~d~~Division shall classify all public water ~~supply~~ treatment systems and wastewater treatment ~~plants~~ systems. ~~with due regard to the size, type, character of water or wastewater to be treated and other physical conditions affecting such systems or treatment plants, according to the skill, knowledge, and experience that the operator in responsible charge must have to operate the facilities successfully so as to protect the public health and welfare and prevent unlawful pollution.~~

Authority: O.C.G.A. §§ 43-1-4, 43-1-7, 43-1-9, 43-1-19, 43-1-24, 43-1-25, 43-51-5, 43-51-6, 43-51-6.1, 43-51-7, 43-51-8, 43-51-9, 43-51-10.

BOARD RULE 750-2 DEFINITIONS

The Board believes it is necessary to amend 750-2 to clarify the definitions of terms to agree with the proposed rule changes. This amendment is necessary to ensure that language in other rules are clear and to ensure that language is consistent with statute. The Board considered multiple variations and alternate terminology and sentence structure for definitions, and the changes proposed are believed by the board to be the clearest representation of terms that agrees with the individual rule changes, and avoids conflicting definitions or nomenclature. The definition changes will affect all licensees and candidates to the extent that the individual rule changes affect them. The Board asked for input from stakeholders (the Georgia Rural Water Association and the Georgia Association of Water Professionals) as it went through this process. The Board received support from the organizations to make the Rules easier to read and interpret.

Kim Hembree moved that the formulation and adoption of these rules does not impose excessive regulatory cost on any licensee and any cost to comply with the proposed rules cannot be reduced by a less expensive alternative that fully accomplishes the objectives of the applicable laws as required by O.C.G.A. § 50-13-4. Debbie Wright seconded the motion and it carried unanimously.

Kenny Green moved to adopt 750-2. Gil Shearouse seconded the motion and it carried unanimously.

Chapter 750-2 DEFINITIONS

Rule 750-2-.01 Definitions

The following words or phrases as used in these Rules shall, unless a different meaning is required by context, have the following meaning:

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- (a) "Act" means the certification of Water and Wastewater Treatment Plant Operators and Laboratory Analysts Act, approved April 8, 1969, and as hereafter may be amended.
- (b) "Board" or "Board of Examiners" means the State Board of Examiners for Certification of Water and Wastewater Treatment Plant Operators and Laboratory Analysts.
- (c) "Certificate" or "Certification" means a document issued by the Board stating that the operator or laboratory analyst has met the requirements for the specified classification of the certification program.
- ~~(e) "Class IV Public Water Supply System" means any very small public water supply system in this state which is a ground water system serving a population of less than 1,000.~~
- (d) ~~"Course(s) work" and "Courses" means educational curriculum as approved by the Board.~~
- (e) "Division" means the Environmental Protection Division of the Georgia Department of Natural Resources.
- (f) "Laboratory analyst" means any person who performs a laboratory test in conjunction with the operation of a public water system or wastewater treatment plant.
- (g) "Laboratory test" means any test performed in conjunction with the operation of a public water supply or wastewater treatment plant that is required for regulatory reporting purposes excluding dissolved oxygen, pH, chlorine residual, turbidity, temperature and specific conductance. ~~Also excluded are those tests performed in a commercial environmental laboratory that is approved under the Division's "Rules for Commercial Environmental Laboratories" are also excluded.~~
- (h) "Operational/analytical topics" means topics of instruction that directly relate to the performance of the duties of a water operator, wastewater operator, distribution operator, collection system operator, or laboratory analyst.
- (i) "Operator" means any person who performs operation duties, as defined by the Board, at wastewater treatment ~~plants systems~~, wastewater collection systems, water distribution systems, public water ~~supply~~ systems, or water treatment ~~plants systems~~.
- (j) "Operator in responsible charge" means any operator who has direct general charge of the day-to-day field operation of a wastewater treatment ~~plant system~~, wastewater collection system, water distribution system, or public water ~~supply~~ system, and who is responsible for the quality of the treated water or wastewater effluent.;
- (k) "Operation duties":
 - 1. for a wastewater treatment ~~plant system~~ and for a water treatment ~~plant system~~ means day-to-day process control decisions which may affect the treatment and, therefore, quality of the treated water and/or wastewater effluent; and
 - 2. for a wastewater collection system or ~~for a~~ water distribution system means the on site supervision of the cleaning, maintaining, and repairing of the system.
- (l) "Points" means continuing education credits requirements required by the ~~b~~Board as a condition of ~~for~~ certificate renewal. ~~The number of points awarded by the Board for a course or conference may or may not be the same as the number of contact hours in the course or conference.~~
- (m) "Process Control decisions" means decisions which may affect the treatment and, therefore, quality of the treated water and/or wastewater effluent.
- (n) "Public water supply system" means the system of pipes, structures, and facilities through which water is obtained and treated, to be offered to the public for household use or for any other public consumption.
- (o) "Supervision" means accountability for the work of the supervise person being supervised.
- (p) "System" means all integral unit operations and processes, including conduits, appurtenances, machine, control elements and laboratory functions.
- (q) "Trainee" means an individual engaged in a training period. A trainee is not required to hold a certificate and may not perform operation duties or perform laboratory test, unless under the direct supervision of a certified operator or a certified laboratory analyst.
- (r) "Training period" means a period of time during which a trainee is learning operator or laboratory analyst duties under the direction of a certified operator or laboratory analyst. ~~Any uncertified person who was operating an industrial wastewater treatment plant on or before July 1, 1991, may provide training to a trainee at that plant until June 30, 1996.~~
- ~~(e) "Very small public water supply system" means any public water supply system in this state which is a ground water system serving a population of less than 1,000.~~
- (s) "Wastewater collection system" means the system of sanitary sewers, pipes, manholes, pumps, and other such apparatus used to convey sewage to wastewater treatment plants.
- (t) "Wastewater treatment" means any biological, physical/chemical, or settling processes which remove pollutants from industrial or domestic wastewaters prior to discharge to a stream, sewer or land. It includes only those processes permitted by the Division or an approved local government under the Georgia Water Quality Control Act or its successor. It excludes those processes that consist solely of one or more of the following: screening, pH

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adjustment, sedimentation processes without mechanical solids removal, septic tanks, grease traps or oil-water separators, unless specifically required in a permit.

- (u) "Wastewater treatment plant" means the facilities provided for the treatment and disposal of wastewater, including industrial process wastewater, as classified by the Division.
- (v) "Wastewater treatment system" means the combination of a wastewater collection system and a wastewater treatment plant.
- (w) "Water distribution system" means the system of pipes, pumps, valves, and other such apparatus used to distribute water to the public.
- (x) "Water treatment plant" means the portion of the water supply system which in some way alters the physical, chemical, or bacteriological quality of the water as classified by the Division and as defined in the Act.
- (y) "Water treatment system" means a public water supply system as classified by the Division and as defined in the Act.

Authority: O.C.G.A. §§ 43-1-4, 43-1-7, 43-1-9, 43-1-19, 43-1-24, 43-1-25, 43-51-5, 43-51-6, 43-51-6.1, 43-51-7, 43-51-8, 43-51-9, 43-51-10, and 43-51-6(d).

BOARD RULE 750-3 CLASSIFICATIONS AND REQUIREMENTS

The Board believes it is necessary to amend 750-3 to clarify the individuals to which the rule applies, the types of degrees required for each level of experience, and that the Board will consider other degrees not specifically identified to determine satisfaction of the experience requirements. The rule amendments serve only to clarify requirements of the existing rule. The Board asked for input from stakeholders (the Georgia Rural Water Association and the Georgia Association of Water Professionals) as it went through this process. The Board received support from the organizations to make the Rules easier to read and interpret. The amended Rule pertains to applicants for licensure, but does not change the licensure requirements.

Kim Hembree moved that the formulation and adoption of these rules does not impose excessive regulatory cost on any licensee and any cost to comply with the proposed rules cannot be reduced by a less expensive alternative that fully accomplishes the objectives of the applicable laws as required by O.C.G.A. § 50-13-4. Debbie Wright seconded the motion and it carried unanimously.

Kenny Green moved to adopt 750-3. Gil Shearouse seconded the motion and it carried unanimously.

Chapter 750-3 CLASSIFICATIONS AND REQUIREMENTS

Rule 750-3-.01 Mandatory Certification

- (1) Public Water Supply System Operators and Biological Wastewater Treatment System Operators. ~~All operators~~ must be certified; ~~provided, however, that~~ each industrial wastewater treatment or pretreatment facility, shall be required to have only one operator in responsible charge obtain such a certification; and
- (2) Water Distribution System and Wastewater Collection System Operators. ~~All operators~~ must be certified; ~~provided~~ however, ~~that~~ each industrial wastewater collection system or distribution system shall be required to have only one operator in responsible charge obtain such a certification; and
- (3) Water and Wastewater Laboratory Analysts. ~~All laboratory analysts~~ must be certified; ~~provided, however, that~~ any industrial wastewater or pretreatment plant shall be required to have only one responsible analyst obtain such certification, and ~~any~~ other analysts in that facility shall be supervised by that person.

Authority: O.C.G.A. §§ 43-1-4, 43-1-7, 43-1-9, 43-1-19, 43-1-24, 43-1-25, 43-51-5, 43-51-6, 43-51-6.1, 43-51-7, 43-51-8, 43-51-9, and 43-51-10.

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Rule 750-3-.02 Operator in Responsible Charge

The operator who is in responsible charge of a public water supply system or wastewater treatment system shall hold a certificate of a class equal to or higher than the class of the plant or system ~~being operated~~ that the operator is currently operating.

Authority: O.C.G.A. §§ 43-1-4, 43-1-7, 43-1-9, 43-1-19, 43-1-24, 43-1-25, 43-51-5, 43-51-6, 43-51-6.1, 43-51-7, 43-51-8, 43-51-9, and 43-51-10.

Rule 750-3-.04 Requirements

~~In order to be certified~~ For certification in a particular class or category, an applicant must meet ~~requirements as set forth below.~~ the following:

- (a) ~~Current Certification. Applicants must hold the following certificates before taking an examination for the next level of certification:~~

CERTIFICATE APPLIED FOR	CURRENT CERTIFICATE
Public Water Supply System Operator	-
Class IV	None
Class III	None
Class II	Class III
Class I	Class II
Biological Wastewater Treatment System Operator -	
Class IV	None
Class III	None
Class II	Class III
Class I	Class II
Industrial Wastewater Treatment System Operator	None
Water or Wastewater Laboratory Analyst	None
Water Distribution System Operator	None
Wastewater Collection System Operator	None

- (b) ~~Experience.~~

1. ~~The amount of experience that is required is dependent upon the applicant's education, as follows:~~

CERTIFICATE APPLIED FOR	EXPERIENCE	EXPERIENCE	EXPERIENCE
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	With H.S.School Diploma or GED Certificate	With Accredited A.S. Degree in Biology, Chemistry, Engineering, or an equivalent Degree	With Accredited B.S. Degree in Biology, Chemistry, Engineering, or an equivalent Degree, or a current Class I certificate in another category
Public Water Supply System Operator	-	-	-
Class IV	1 month	1 month	1 month
Class III	3 months	3 months	3 months
Class II	24 months	18 months	12 months
Class I	36 months	30 months	24 months
Biological Wastewater Treatment System Operator	-	-	-
Class IV	1 month	1 month	1 month
Class III	3 months	3 months	3 months
Class II	24 months	18 months	12 months
Class I	36 months	30 months	24 months
Industrial Wastewater Treatment System Operator	3 months	3 months	3 months
Water or Wastewater Laboratory Analyst	3 months	3 months	3 months
Water Distribution System Operator	3 months	3 months	3 months
Wastewater Collection System Operator	3 months	3 months	3 months

2. Applicants for the following licenses may take the exam before the experience requirement is met, but they shall not apply for the license until they have completed the requisite experience in the actual system operation:

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- ~~* Public Water Supply System Operator Class IV~~
- ~~* Public Water Supply System Operator Class III~~
- ~~* Biological Wastewater Treatment System Operator Class IV~~
- ~~* Biological Wastewater Treatment System Operator Class III~~
- ~~* Industrial Wastewater Treatment System Operator~~
- ~~* Water Laboratory Analyst~~
- ~~* Wastewater Laboratory Analyst~~
- ~~* Water Distribution System Operator~~
- ~~* Wastewater Collection System Operator~~

3. ~~Applicants for the following licenses must have completed experience in the actual system operation prior to taking an examination:~~
 - ~~* Public Water Supply System Operator Class II~~
 - ~~* Public Water Supply System Operator Class I~~
 - ~~* Biological Wastewater Treatment System Operator Class II~~
 - ~~* Biological Wastewater Treatment System Operator Class I~~
4. ~~For those applicants who have a high school diploma or GED certificate, the Board may consider other factors, including post secondary education and other training and experience, to determine satisfaction of the experience requirements.~~
5. ~~Applicants must apply for a certification within 12 months of passing an examination.~~

- (c) ~~Education. Every applicant must have earned a minimum of a high school diploma or GED certificate prior to taking the examination and must provide proof of education when he/she submits his/her application for certificate to the Board.~~
- (d) ~~Course Work. Applicants must have completed the required course work prior to taking the examination and provide proof of completion of course work when they submit their application for certificate to the Board. The Board may evaluate, on a case by case basis, post secondary education to determine satisfaction of the course work requirements.~~

~~CERTIFICATE APPLIED FOR COURSE WORK~~

Public Water Supply System Operator	-
Class IV	6 hours basic water operator course work
Class III	40 hours basic water operator course work
Class II	48 hours advanced water operator course work
Class I	No additional

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~~Biological Wastewater Treatment
System Operator~~

~~Class IV 6 hours basic waste stabilization pond operator course work~~

~~Class III 40 hours basic wastewater operator course work~~

~~Class II 48 hours advanced wastewater operator course work~~

~~Class I No additional~~

~~Industrial Wastewater Treatment
System Operator~~

~~27 hours industrial wastewater operator course work~~

~~Water Laboratory Analyst~~

~~27 hours basic water laboratory course work or Associate Degree or higher in
Biology, Environmental Science, Chemistry, or an equivalent degree~~

~~Wastewater Laboratory Analyst~~

~~27 hours basic wastewater laboratory course work or Associate Degree or higher in
Biology, Environmental Science, Chemistry, or an equivalent degree~~

~~Water Distribution System
Operator~~

~~27 hours water distribution course work~~

~~Wastewater Collection System
Operator~~

~~27 hours wastewater collection course work~~

~~(e) Examination. An applicant must pass a written examination in order to receive a certificate.~~

- ~~(a) **Education.** Applicants must have earned a minimum of a high school diploma or GED certificate and must provide proof of education when submitting the application for certification to the Board.~~
- ~~(b) **Course(s).** Applicants must have completed Board-approved course(s) prior to taking the examination and must provide proof of such when submitting their application for certification to the Board, unless otherwise noted in this rule. The Board may evaluate, on a case-by-case basis, post-secondary education to determine satisfaction of the course requirements. The course requirements are as follows:~~
 - ~~1. Public Water Supply System Operator~~
 - ~~Class IV – 6-hour basic water operator course~~
 - ~~Class III - 40-hour basic water operator course~~
 - ~~Class II - 48 hours of advanced water operator courses~~
 - ~~Class I - No additional courses~~
 - ~~2. Biological Wastewater Treatment System Operator~~
 - ~~Class IV - 6-hour basic waste stabilization pond operator course~~
 - ~~Class III - 40-hour basic wastewater operator course~~
 - ~~Class II - 48 hours of advanced wastewater operator courses~~
 - ~~Class I - No additional courses~~
 - ~~3. Industrial Wastewater Treatment System Operator - 27-hour industrial wastewater operator course~~

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4. Water Laboratory Analyst - 27-hour basic water laboratory course or, a minimum of an Associate Degree in Biology or Chemistry, or, at the Board's discretion, other degrees containing sufficient courses in biology or chemistry
 5. Wastewater Laboratory Analyst - 27-hour basic wastewater laboratory course or, a minimum of an Associate Degree in Biology or Chemistry, or, at the Board's discretion, other degrees containing sufficient courses in biology or chemistry.
 6. Water Distribution System Operator - 27-hour water distribution course
 7. Wastewater Collection System Operator - 27-hour wastewater collection course
- (c) **Experience.** Required experience for certification is dependent upon the applicant's education, as follows:
1. Public Water Supply System Operator or Biological Wastewater Treatment System Operator
 - (i) High School Diploma, GED
Class IV - 1 month of experience; Class III - 3 months of experience;
Class II - 24 months of experience; Class I - 36 months of experience
 - (ii) Accredited Associate Degree in Biology, Chemistry, or, at the Board's discretion, other degrees containing sufficient courses in biology or chemistry
Class IV - 1 month of experience; Class III - 3 months of experience;
Class II - 18 months of experience; Class I - 30 months of experience
 - (iii) Accredited Bachelor of Science Degree in Biology, Chemistry, or, at the Board's discretion, other degrees containing sufficient courses in biology or chemistry
Class IV - 1 month of experience; Class III - 3 months of experience;
Class II - 12 months of experience; Class I - 24 months of experience
 2. Industrial Wastewater Treatment System Operator or Water or Wastewater Laboratory Analyst or Wastewater Collection System Operator or Water Distribution System Operator
 - (i) High School Diploma, GED, Accredited Associate Degree in Biology, Chemistry, or, at the Board's discretion, Accredited Bachelor of Science Degree in Biology, Chemistry, or other degrees containing sufficient courses in biology or chemistry - 3 months experience required
- (d) **Examination.**
1. An applicant must pass a written examination in order to receive a certification.
 2. Applicants must apply for a certification within twelve (12) months of passing an examination.
 3. A designated agent of the Board may administer the examinations. Examination shall be offered at least six (6) times annually.
 4. The Board, through its designated agent, will provide reasonable accommodations to a qualified applicant with a disability in accordance with the Americans with Disabilities Act. The request for an accommodation by an individual with a disability must be in writing to the designated agent of the Board prior to the application deadline, along with appropriate documents, as indicated in the Request for Disability Accommodation Guidelines.
- (e) **Current Certification.** Applicants must hold the following certificates before taking an examination for the next level of certification:

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1. Public Water Supply System Operator
 - (i) No previous certification needed to take examination for Class IV
 - (ii) No previous certification needed to take examination for Class III
 - (iii) Must hold Class III prior to taking examination for Class II
 - (iv) Must hold Class II prior to taking examination for Class I
 2. Biological Wastewater Treatment System Operator
 - (i) No previous certification needed to take examination for Class IV
 - (ii) No previous certification needed to take examination for Class III
 - (iii) Must hold Class III prior to taking examination for Class II
 - (iv) Must hold Class II prior to taking examination for Class I
 3. Industrial Wastewater Treatment System Operator or Water or Wastewater Laboratory Analyst or Wastewater Collection System Operator or Water Distribution System Operator
 - (i) No previous certification needed to take examination
- (f) Applicants for the following certifications may take the examination before the experience requirement is met, but shall not apply for the certifications until completing the requisite experience in the actual system operation:
1. Public Water Supply System Operator Class IV;
 2. Public Water Supply System Operator Class III;
 3. Biological Wastewater Treatment System Operator Class IV;
 4. Biological Wastewater Treatment System Operator Class III;
 5. Industrial Wastewater Treatment System Operator;
 6. Water Laboratory Analyst;
 7. Wastewater Laboratory Analyst;
 8. Water Distribution System Operator;
 9. Wastewater Collection System Operator.
- (g) Applicants for the following certifications must have completed experience in the actual system operation prior to taking an examination:
1. Public Water Supply System Operator Class II;
 2. Public Water Supply System Operator Class I;
 3. Biological Wastewater Treatment System Operator Class II;
 4. Biological Wastewater Treatment System Operator Class I.
- (h) For those applicants who have a high school diploma or GED certificate, the Board may consider other factors, including post-secondary education and other training and experience, to determine satisfaction of the experience requirements.

Authority: O.C.G.A. §§ 43-1-4, 43-1-7, 43-1-9, 43-1-19, 43-1-24, 43-1-25, 43-51-5, 43-51-6, 43-51-6.1, 43-51-7, 43-51-8, 43-51-9, and 43-51-10.

BOARD RULE 750-4 APPLICATIONS

The Board believes it is necessary to amend 750-4 to consolidate wording and remove items that did not conform to prior rule changes. The purpose is to make the rule more straightforward and easier to read and interpret. It does not change the requirements in the rule itself, but cleans up the existing language. These changes would remove asymmetries by removing extraneous wording as well as wording that is no longer applicable due to technological changes. The Board considered several variations of this Rule and determined the wording chosen was the most concise while communicating the intent of the Rule. The Board asked for input from stakeholders (the Georgia Rural Water Association and the Georgia Association of Water Professionals) as it went through this process. The Board received support from the organizations to

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make the Rules easier to read and interpret. The amended Rule pertains to applicants for licensure, but does not change the licensure requirements.

Kim Hembree moved that the formulation and adoption of these rules does not impose excessive regulatory cost on any licensee and any cost to comply with the proposed rules cannot be reduced by a less expensive alternative that fully accomplishes the objectives of the applicable laws as required by O.C.G.A. § 50-13-4. Debbie Wright seconded the motion and it carried unanimously.

Gil Shearouse moved to adopt 750-4. Debbie Wright seconded the motion and it carried unanimously.

Chapter 750-4 APPLICATIONS, EXAMINATIONS AND ENDORSEMENT

Rule 750-4-.01 ~~Applications for Examination~~

~~(1) — All applications for examination and re-examination, together with the required fee shall be submitted to the designated agent of the Board. Completed applications for examination and re-examination must be received by the designated agent no later than 45 days before the scheduled examination.~~

~~(2) — The Board through its designated agent, will provided reasonable accommodation to a qualified applicant with a disability in accordance with the Americans With Disabilities Act. The request for an accommodation by an individual with a disability must be in writing and received by the designated agent of the Board by the application deadline along with appropriate documentation, as indicated in the Request for Disability Accommodation Guidelines.~~

Successful completion of Basic and Advanced courses taught by Board-approved education providers are required in order for applicants to sit for certification examinations, unless otherwise noted in these rules.

Authority: O.C.G.A. §§ 43-1-4, 43-1-7, 43-1-9, 43-1-19, 43-1-24, 43-1-25, 43-51-5, 43-51-6, 43-51-6.1, 43-51-7, 43-51-8, 43-51-9, and 43-51-10.

Rule 750-4-.02 Application for Certificate

~~Upon passing the examination described in this chapter, a A qualified applicant may apply for ~~certificate~~ a certification by submission to the Board of a completed application; and non-refundable application fee; ~~and~~ . ~~The application must be submitted to the Board accompanied by documentation that the course work, education, and experience requirements were met prior to taking the examination, as reported by the applicant on the application for examination. A non-refundable application fee must be submitted with the application for certificate.~~~~

No application for certification will be considered by the board for approval without documented evidence that all of the following certification requirements have been met:

- (a) passage of the appropriate examination;
- (b) documentation of education, in accordance with Board Rule 750-3-.04(1);
- (c) completion of the required course(s), in accordance with Board Rule 750-3-.04(2);
- (d) completion of the required experience, in accordance with Board Rule 750-3-.04(3).

Authority: O.C.G.A. §§ 43-1-4, 43-1-7, 43-1-9, 43-1-19, 43-1-24, 43-1-25, 43-51-5, 43-51-6, 43-51-6.1, 43-51-7, 43-51-8, 43-51-9, and 43-51-10.

Rule 750-4-.03 Certification by Endorsement

- (1) The Board may, upon application, issue a certificate without examination to any person who holds a certificate in good standing issued by another country or by any state, territory, or possession of the United States when the following criteria are fulfilled:
 - (a) ~~The~~ country, state, territory, or possession of the United States has, in the opinion of the Board, requirements substantially similar to those of the Board;
 - (b) ~~The applicant must submit~~ an written application for certification by endorsement on a Board-approved form ~~forms which will be provided by the Board;~~

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- (c) ~~An endorsement form must be~~ a verification of certification completed by the country, province, state, territory, or possession of the United States ~~of certification and is~~ submitted to the Board specifying that the applicant has a current certification and is in good standing;
 - (d) ~~The applicant must have earned~~ holds at a minimum of a high school diploma or GED certificate and ~~must~~ provides proof of education ~~such~~ when he/she submits his/her ~~submitting an~~ application to the Board;
 - (e) ~~The applicant must submit~~ the appropriate non-refundable application fee. (See refer to Fee Schedule.)
~~The application fee is non-refundable.~~
- (2) ~~In the event that the~~ If an applicant cannot satisfy the standards above, the applicant may apply for certification under Rule 750-3-.04 entitled Requirements.
 - (3) ~~The Board shall maintain a written list of current approved countries, provinces, and states, territories, and possessions of the United States from which applicants may be endorsed. Such list may be furnished upon request.~~

Authority: O.C.G.A. §§ 43-1-4, 43-1-7, 43-1-9, 43-1-19, 43-1-24, 43-1-25, 43-51-5, 43-51-6, 43-51-6.1, 43-51-7, 43-51-8, 43-51-9, and 43-51-10.

Rule 750-4-.04 Examinations Repealed

- ~~(1) Examinations shall be offered at least six times annually at time and location designated by the Board.~~
- ~~(2) An applicant must pass a written examination in order to receive a certificate.~~

Authority: O.C.G.A. §§ 43-1-4, 43-1-7, 43-1-9, 43-1-19, 43-1-24, 43-1-25, 43-51-5, 43-51-6, 43-51-6.1, 43-51-7, 43-51-8, 43-51-9, and 43-51-10.

BOARD RULE 750-5 OPERATIONAL ACTIVITIES WITHOUT FURTHER CERTIFICATION

The Board believes it is necessary to amend 750-5 to correct grammar and clarify that the Board does not have authority to define system classification. The rule amendment reduces the possibility that a sewerage system will employ the wrong class of operator due to misunderstanding of the system classification. The Board considered different variations and believes the rule change is the simplest clarification of authority to define system classification. The amendment does not change the rule, it only clarifies the rule to prevent misinterpretation. The rule change clarification is for the benefit of the smallest class of municipal system. The amended Rule will not have any economic impact on businesses in Georgia.

Debbie Wright moved that the formulation and adoption of these rules does not impose excessive regulatory cost on any licensee and any cost to comply with the proposed rules cannot be reduced by a less expensive alternative that fully accomplishes the objectives of the applicable laws as required by O.C.G.A. § 50-13-4. Kenny Green seconded the motion and it carried unanimously.

Debbie Wright moved to adopt 750-5, Gil Shearouse seconded the motion and it carried unanimously.

Chapter 750-5 OPERATIONAL ACTIVITIES WITHOUT FURTHER CERTIFICATION

Rule 750-5-.01 Operational Activities Without Further Certification

- (1) Certified Class I, II, or III Public Water Supply System Operators may operate water distribution systems without further certification.
- (2) Certified Class I, II or III Biological Wastewater Treatment System Operators may operate wastewater collection systems without further certification.
- (3) Certified Class I, II or III Biological Wastewater Treatment System Operators may operate industrial wastewater treatment plants without further certification.
- (4) Certified Industrial Wastewater Treatment System Operators may operate industrial wastewater treatment plants and/or collection systems tributary to their plant.
- (5) Certified Class I or II Public Water Supply System Operators may perform the duties of a water laboratory analyst ~~and certified~~. Certified Class I or II Biological Wastewater Treatment System Operators may perform the duties of a wastewater laboratory analyst in conducting certain tests for reporting purposes as defined by the Board without further certification.

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- (6) Certified Class IV Very Small Water System Operators may operate only very small public water supply systems and their distribution systems.
- (7) Certified Class IV Wastewater Treatment System Operators may operate only Class IV Wastewater Treatment Systems and their collection systems, as defined by the Division.

Authority: O.C.G.A. §§ 43-1-4, 43-1-7, 43-1-9, 43-1-19, 43-1-24, 43-1-25, 43-51-5, 43-51-6, 43-51-6.1, 43-51-7, 43-51-8, 43-51-9, and 43-51-10.

BOARD RULE 750-6 EXPIRATION, RENEWAL, AND CONTINUING EDUCATION

The Board believes it is necessary to amend 750-6 to consolidate wording from other sections, change the late renewal period to be in-line with the Joint Secretary Rules, clarify the requirements for certification renewal, clarify general requirements for dual certification, and clarify the requirements for providers of certification courses. The purpose of these changes is to provide clarity for existing rules. The Board has considered multiple variations of the rule amendment, and determined the wording chosen was the most concise and least restrictive, while communicating the intent of the Rule. The Board asked for input from stakeholders (the Georgia Rural Water Association and the Georgia Association of Water Professionals) as it went through this process. Those organizations are in support of the changes. Changes to the late renewal period will affect licensees during renewal, who previously had a three-month renewal period followed by a three-month late renewal period, and will now have a three-month renewal period followed by a one-month late renewal period. The amended Rule will not have any economic impact on businesses in Georgia.

Debbie Wright moved that the formulation and adoption of these rules does not impose excessive regulatory cost on any licensee and any cost to comply with the proposed rules cannot be reduced by a less expensive alternative that fully accomplishes the objectives of the applicable laws as required by O.C.G.A. § 50-13-4. Kim Hembree seconded the motion and it carried unanimously.

Kim Hembree moved to adopt 750-6. Gil Shearouse seconded the motion and it carried unanimously.

Chapter 750-6 EXPIRATION, RENEWAL, AND CONTINUING EDUCATION

Rule 750-6-.01 Expiration Date Repealed

~~All certificates expire June 30 of odd-numbered years.~~

Authority: O.C.G.A. §§ 43-1-4, 43-1-7, 43-1-9, 43-1-19, 43-1-24, 43-1-25, 43-51-5, 43-51-6, 43-51-6.1, 43-51-7, 43-51-8, 43-51-9, and 43-51-10.

Rule 750-6-.02 Expiration and Renewal of a Certificate

- (1) Certificates expire on June 30 of odd-numbered years and must be renewed every two (2) years.
- (2) ~~(3) An individual who passes an examination required by the Board for certification is~~ Applicants approved for initial certification are exempt from all continuing education requirements for that certificate for the their first renewal period after initial issuance of the certificate.
- (3) ~~(1) An Application for r~~ Renewal of a certificate must be accompanied by a renewal application fee (See Fee Schedule), and attestation of Board-approved continuing education (“CE”) points accumulated completed since the last renewal period. The following chart lists the required number of points for each renewal certification is as follows:-

CURRENT CERTIFICATION HELD CONTINUING EDUCATION / REQUIRED CE POINTS / SPECIFICATIONS

Class I Operator Water & Wastewater / 24 CE Points / At least 50% of the points must be in course(s) coursework approved for Water, Wastewater, or ~~for~~ both.

Class II Operator Water & Wastewater / 18 CE Points / At least 50% of the points must be in course(s) coursework approved for Water, Wastewater, or ~~for~~ both.

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Industrial Wastewater Operator / 18 CE Points / At least 50% of the points must be in course(s) coursework approved for Water, Wastewater, or ~~for~~ both.

Laboratory Analyst Water & Wastewater / 18 CE Points / At least 50% of the points must be in course(s) coursework approved for Water, Wastewater, or ~~for~~ both.

Class III Operator Water & Wastewater / 12 CE Points / At least 50% of the points must be in course(s) coursework approved for Water, Wastewater, or ~~for~~ both.

Water Distribution System Operator / 12 CE Points / At least 50% of the points must be in course(s) coursework approved for Water, Wastewater, or ~~for~~ both.

Wastewater Collection System Operator / 12 CE Points / At least 50% of the points must be in course(s) coursework approved for Water, Wastewater, or ~~for~~ both.

Class IV Operator Water & Wastewater / 6 CE Points / All of the points must be in course(s) coursework approved for Water, Wastewater, or ~~for~~ both.

~~(2) — The biennial renewal fee is due and payable by June 30 of odd numbered years. A surcharge will be added for payments, which are received within a three month penalty period, between July 1 and September 30 of odd numbered years. (See Fee Schedule) Any continuing education points acquired to renew that certificate during the penalty period may not be used again during the next renewal cycle.~~

- ~~(4) If more than one continuing education course is needed to equal the required continuing education points to be eligible for a renewal, then the same course cannot be attended more than once to equal the required continuing education points in the same renewal period. However, the same continuing education course can be attended during a different renewal period. Points must be earned from a Board-approved continuing education course. The same course shall not count more than once during a renewal period in meeting the total points required for certificate renewal.~~
- (5) Certificates may be renewed during the late renewal period between July 1 and July 31 of odd-numbered years with submission of a renewal application, renewal fee, and penalty fee as noted on the Fee Schedule. Continuing education points acquired to renew that certificate during the penalty period may not be used again during the next renewal cycle.
- (6) Proof of continuing education as required by Rule 750-6-.05(1) must be retained by the certificate holder for three (3) years and shall be submitted to the Board upon request.

Authority: O.C.G.A. §§ 43-1-4, 43-1-7, 43-1-9, 43-1-19, 43-1-24, 43-1-25, 43-51-5, 43-51-6, 43-51-6.1, 43-51-7, 43-51-8, 43-51-9, 43-51-10, 43-51-6(d).

Rule 750-6-.03 Renewal of More Than One Certificate

- (1) An operator may maintain current certification in only one class of a category. When a person receives a higher class certificate, their lower class certificate shall be rendered void.
- (2) An operator or analyst who holds more than one certificate must submit the following:
 - (a) Renewal application for each certificate;
 - (b) ~~R~~renewal fee for each certificate; and
 - (c) ~~A~~attestation of completion of the required continuing education points for the highest level of currently held certificate the highest number of continuing education points which are required to renew any of the Operator's or Laboratory Analyst's certificates (i.e., 24, 18, 12, or 6). A maximum of 18 points total could be required. Beginning on July 1, 2013 and effective for renewal period June 30, 2015 and all renewal periods thereafter, a maximum of 24 points total could be required to renew a certificate. Refer to Rule 750-6-.02 for the number of points required to renew a certificate effective July 1, 2013.
 1. Course(s) Training course work which are approved for a specified number of recertification points and are required to be eligible for eligibility to sit for an examination, which has also been approved by the Board for a specified number of recertification points, may be used for renewal of a currently held certificates certificate. If the currently held certifications require a higher number of continuing education points for renewal than the course work was approved for, then additional

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~~continuing education points must be acquired to fulfill the full amount of continuing education points required for renewal of currently held certifications.~~

2. ~~Beginning on July 1, 2013 and effective for renewal period June 30, 2015 and all renewal periods thereafter, an operator~~ Operators who holds hold dual certificates (i.e., a water certificate and a wastewater certificate) is are required to obtain continuing education points in each discipline. Such operator must obtain a minimum of 25% of the required continuing education points in each discipline to satisfy renewal requirements.

Authority: O.C.G.A. §§ 43-1-4, 43-1-7, 43-1-9, 43-1-19, 43-1-24, 43-1-25, 43-51-5, 43-51-6, 43-51-6.1, 43-51-7, 43-51-8, 43-51-9, 43-51-10, and 43-51-6(d).

Rule 750-6-.04 ~~Basic, Advanced, and Continuing~~ Education Providers, Courses, and Points

- (1) The Board shall maintain a list of currently approved course providers in accordance with eligibility criteria published by the Board. Course providers must be approved by the Board or its designee in order for applicants to receive credit. The Board may also elect to approve individual courses. A request by a course provider for approval must be submitted on a form that may be obtained from the Board and must be accompanied by the appropriate fee and supporting documents as required by the Board (See Fee Schedule). Effective July 1, 2013, course providers shall agree to provide rosters in electronic format of all attendees for all courses approved by the Board. The Professional Licensing Boards Division shall provide the electronic format for use in submitting rosters. All course approvals shall expire on or before January 31 of even-numbered years.
- (2) Providers of Basic and Advanced courses must teach such courses in a traditional classroom setting. These courses are required for applicants to be eligible to sit for a certification examination.

~~(3) Basic and Advanced Courses:~~

 - (a) ~~Basic and Advanced courses are those courses necessary for applicants to be eligible for an examination for certification.~~
 - (b) ~~Basic and Advanced coursework shall be taught in a traditional classroom setting.~~
- (3) Education Providers desiring Board consideration for approval must submit to the Board a completed Registration Form and required information to the Board; and
- (4) The Board may conduct an audit of Education Providers and education courses to ensure compliance.
- (5) The Board may require Education Providers to submit an electronic roster of attendees for all courses approved by the Board.
- (6) Continuing Education Courses. ~~(4) Criteria for Approval of Continuing Education Courses:~~

Approved education courses expire January 31 of even numbered years. Courses shall be approved The Board may approve continuing education courses for Management Safety, for Water, for Wastewater, or for both Water and Wastewater, which are offered in person, online, through correspondence courses, and Webinars and Webcasts subject to the following:-

 - (a) Submission of completed application and appropriate fee; and
 - (b) ~~Continuing education courses may be taught through an online format.~~
 - (c) ~~Operator association conferences will be considered as operational/analytical coursework, and will also be approved for both Water and Wastewater.~~
 - (d) ~~Criteria for Approval of Webinars and Webcasts:~~
 - (b) ~~Webinars and webcasts must be pre-approved by submission of the appropriate application with complete documentation of the~~ documentation of topic(s) to be taught, indicating hours of instruction for each topic; and
 - (c) ~~the credentials of the educators/presenters involved; and~~
 - (d) ~~the name of the local moderator~~ documenting who will ensure on-site attendance/registration.
 - (e) ~~2-~~ Only operational or regulatory topics will be approved for webinars or webcasts.
 - (f) ~~3-~~ Certificates of completion must be presented to attendees who complete the webinar or webcast.
- (7) Determination of Continuing Education Points. ~~(Beginning on July 1, 2013 and effective for renewal period June 30, 2015 and all renewal periods thereafter)~~

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(a) "~~Operational/analytical topics~~" refer to topics of instruction that directly relate to the performance of the duties of a water operator, wastewater operator, distribution operator, collection system operator, or laboratory analyst. ~~Safety and management topics are not considered operational/analytical topics.~~

- (a) ~~(b)~~ Points shall be awarded in whole numbers. No partial points shall be awarded for courses that total less than whole hours.
- (b) ~~(c)~~ Traditional classroom courses on operational, analytical, safety and management topics ~~are~~ shall be granted one point per contact hour up to a maximum of 6 points per day and 12 points per event.
- (c) ~~(d)~~ Online courses on operational, analytical, safety, and management topics ~~are~~ shall be granted one-half point per contact hour up to a maximum of 6 points unless the course provider demonstrates greater credit is justified through beta testing results (IACET – International Association for Continuing Education and Training).

Authority: O.C.G.A. §§ 43-1-4, 43-1-7, 43-1-9, 43-1-19, 43-1-24, 43-1-25, 43-51-5, 43-51-6, 43-51-6.1, 43-51-7, 43-51-8, 43-51-9, and 43-51-10.

Rule 750-6-.05 Documentation of Continuing Education Repealed

- ~~(1) Each operator or laboratory analyst shall maintain for three years their own record of the continuing education activities which they have completed. The Board will not maintain continuing education files.~~
- ~~(2) Applicants shall attest on their biennial renewal application that they have satisfied the continuing education requirements set out in these Rules. Documentation of these activities should be retained by the applicant and not sent to the Board (unless required to do so under section 750-6-.05(3) below). False attestation of satisfaction of the continuing education requirements on a renewal application shall subject the applicant to disciplinary action, including revocation.~~
- ~~(3) The Board may conduct an audit of the renewal applications to insure compliance with requirements. Applicants who are audited will be required to document their continuing education activities. Documentation must be in the form of a certificate of attendance, a statement signed by the provider verifying participation in the activity, or official transcript. Failure to provide the Board with documentation of the hours attested to on the renewal application shall be grounds for disapproving the application for renewal or, if the certificate has been renewed, revoking the certificate.~~

Authority: O.C.G.A. §§ 43-1-4, 43-1-7, 43-1-9, 43-1-19, 43-1-24, 43-1-25, 43-51-5, 43-51-6, 43-51-6.1, 43-51-7, 43-51-8, 43-51-9, and 43-51-10.

BOARD RULE 750-7 REVOCATION AND REINSTATEMENT FOR FAILURE TO RENEW

The Board believes it is necessary to amend 750-7 to consolidate wording and comply with Federal Safe Drinking Water Act requirements. The purpose is to make the rule more straightforward and easier to read and interpret and to ensure Georgia complies with requirement in the Federal Safe Drinking Water Act regarding reinstatement of operators whose licenses were lapsed for more than 2 years. This would remove asymmetries by removing wording that is no longer applicable and adding wording to comply with the Safe Drinking Water Act reinstatement requirements. The Board considered several variations of this Rule and determined the wording chosen was the most concise while communicating the intent of the Rule. The Board also considered how other states are accomplishing the requirements of the Federal Safe Drinking Water Act, and this Rule follows the criteria that most other states are using. The Board asked for input from stakeholders (the Georgia Rural Water Association and the Georgia Association of Water Professionals) as it went through this process. Those organizations are in support of the changes. The amended Rule will pertain to applicants for licensure by reinstatement.

Gil Shearouse moved that the formulation and adoption of these rules does not impose excessive regulatory cost on any licensee and any cost to comply with the proposed rules cannot be reduced by a less expensive alternative that fully accomplishes the objectives of the applicable laws as required by O.C.G.A. § 50-13-4. Kim Hembree seconded the motion and it carried unanimously.

Kenny Green moved to adopt 750-7. Gil Shearouse seconded the motion and it carried unanimously.

Chapter 750-7 REVOCATION AND REINSTATEMENT FOR FAILURE TO RENEW

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Rule 750-7-.01 Revocation for Failure to Renew

Failure to renew a certificate by October 1 of renewal year shall have the same effect as revocation of the certificate and reinstatement is required.

Authority: O.C.G.A. §§ 43-1-4, 43-1-7, 43-1-9, 43-1-19, 43-1-24, 43-1-25, 43-51-5, 43-51-6, 43-51-6.1, 43-51-7, 43-51-8, 43-51-9, 43-51-10, and 43-1-19(l)

Rule 750-7-.02 Reinstatement

(1) Certificates that have ~~not been renewed~~ been lapsed for less than 2 years may be reinstated at the discretion of the Board as follows: ~~An operator or analyst may not be issued more than one certificate number in a class or category.~~

(2) ~~Applications for reinstatement shall be accompanied by:~~

(a) ~~A reinstatement fee established by the Board (See Fee Schedule);~~

(a) Submission of a reinstatement application and reinstatement fee (see Fee Schedule); and

(b) ~~Evidence of the completion, since the last renewal, of the total number of continuing education points which would have been required if the certificate had been maintained in a current status;~~ and

(c) ~~Evidence of meeting the minimum current education requirements for that class and category of certificate.~~

(2) Certificates that have been lapsed for over 2 years may be reinstated at the discretion of the Board when the applicant has met the following criteria:

(a) Retaken and passed the examination for the certificate requesting to be reinstated; and

(b) submitted a reinstatement application and reinstatement fee.

~~(3) If a certificate has lapsed for a period of more than 2 years, the Board shall require, as a prerequisite for reinstatement, passage of an examination for that category of certificate in lieu of the continuing education in paragraph (2)(b) of this rule.~~

Authority: O.C.G.A. §§ 43-1-4, 43-1-7, 43-1-9, 43-1-19, 43-1-24, 43-1-25, 43-51-5, 43-51-6, 43-51-6.1, 43-51-7, 43-51-8, 43-51-9, 43-51-10, and 43-1-19(l)

BOARD RULE 750-8 CHANGE OF NAME OR ADDRESS

The Board believes it is necessary to amend 750-8 to remove the reference to a required fee to process a name change request, as the agency no longer requires a fee for these requests. The Board considered several variations of this Rule and determined the wording chosen was the most concise while communicating the intent of the Rule.

Gil Shearouse moved that the formulation and adoption of these rules does not impose excessive regulatory cost on any licensee and any cost to comply with the proposed rules cannot be reduced by a less expensive alternative that fully accomplishes the objectives of the applicable laws as required by O.C.G.A. § 50-13-4. Kim Hembree seconded the motion and it carried unanimously.

Debbie Wright moved to adopt 750-8. Kim Hembree seconded the motion and it carried unanimously.

Chapter 750-8 CHANGE OF NAME OR ADDRESS

Rule 750-8-.01 Change of Name or Address

(1) Change of Name. The holder of a certificate shall notify the Board office, in writing within 30 days of a change in their name and must accompany such notice with a certified copy of the marriage certificate, court order, or other documentation of a legal name change, ~~with the appropriate fee. See Fee Schedule.~~

(2) Change of Address. The holder of a certificate shall notify the Board office, in writing within 30 days of a change in their mailing address.

Authority: O.C.G.A. §§ 43-1-4, 43-1-7, 43-1-9, 43-1-19, 43-1-24, 43-1-25, 43-51-5, 43-51-6, 43-51-6.1, 43-51-7, 43-51-8, 43-51-9, and 43-51-10

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BOARD RULE 750-9 FEES

The Board believes it is necessary to amend 750-9 to provide clarity. These rule amendments are strictly housekeeping and have no other affect. The Board considered several variations of this rule and determined the wording chosen was the most concise while communicating the intent of the rule. The amended rule will not have any economic impact on businesses in Georgia.

Kim Hembree moved that the formulation and adoption of these rules does not impose excessive regulatory cost on any licensee and any cost to comply with the proposed rules cannot be reduced by a less expensive alternative that fully accomplishes the objectives of the applicable laws as required by O.C.G.A. § 50-13-4. Gil Shearouse seconded the motion and it carried unanimously.

Kim Hembree moved to adopt 750-9. Kenny Green seconded the motion and it carried unanimously.

Chapter 750-9 FEES

Rule 750-9-.01 Fees and Returned Checks

- (1) A schedule of fees, as established by the Board, shall be published on the Board's website. The schedule of fees may be amended periodically. Refer to the Fee Schedule for appropriate fees payable to the Board or its agent. Fees may be reviewed and changed at the discretion of the Board.
- (2) An indebtedness to the Board caused by a returned check will be dealt with in accordance with Code Section 16-9-20 of the Criminal Code of Georgia.

Authority: O.C.G.A. §§ 43-1-4, 43-1-7, 43-1-9, 43-1-19, 43-1-24, 43-1-25, 43-51-5, 43-51-6, 43-51-6.1, 43-51-7, 43-51-8, 43-51-9, and 43-51-10.

BOARD RULE 750-10 DISCIPLINE

The Board believes it is necessary to amend 750-10 to clarify the type of complaints the Board has authority to investigate. This is designed to reduce the number of non-related complaints received by the Board. The intent of the existing rule does not change. The amended Rule will not have any economic impact on businesses in Georgia.

Gil Shearouse moved that the formulation and adoption of these rules does not impose excessive regulatory cost on any licensee and any cost to comply with the proposed rules cannot be reduced by a less expensive alternative that fully accomplishes the objectives of the applicable laws as required by O.C.G.A. § 50-13-4. Kenny Greene seconded the motion and it carried unanimously.

Debbie moved to adopt 750-10. Kim Hembree seconded the motion and it carried unanimously.

Chapter 750-10 DISCIPLINE

Rule 750-10-.01 Disciplinary Procedures

Disciplinary proceedings will be in accordance with Chapter 13 of Title 50 of the Georgia Administrative Procedures Act, O.C.G.A. 43-1-19, and O.C.G.A. 43-51-9.

- (a) The Board may revoke or suspend the certificate of an Operator or Laboratory Analyst, following a hearing conducted in accordance with Chapter 13 of the Title 50, the "Georgia Administrative Procedure Act."
- (b) The Board may, upon its own motion or upon the verified complaint in writing of any person, investigate the actions of any Operator or Laboratory Analyst or anyone who shall assume to act in such capacity, if the Board has reason to believe a violation of the Laws and Rules regulating Water and Wastewater Plant Operators or Laboratory Analysts may have occurred. Complaints ~~which that~~ the Board may investigate include, ~~but are not limited to,~~ that the Operator or Laboratory Analyst may have practiced fraud or deception; that reasonable care, judgment, or the

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application of his or her knowledge or ability was not used in performance of his or her duties; or that the Operator or Laboratory Analyst is incompetent or unable to perform his or her duties properly.

(c) The Board may impose any sanction authorized in O.C.G.A. 43-1-19.

Authority: O.C.G.A. §§ 43-1-4, 43-1-7, 43-1-9, 43-1-19, 43-1-24, 43-1-25, 43-51-5, 43-51-6, 43-51-6.1, 43-51-7, 43-51-8, 43-51-9, and 43-51-10.

The rules adoption hearing was adjourned at 10:22 a.m.

EXECUTIVE SESSION:

Kim Hembree moved, Debbie Wright seconded, and the Board voted to enter Executive Session at 10:23 a.m. in accordance with O.C.G.A. §§ 43-1-19(h) and 43-51, for the purpose of reviewing application’s and complaints and to hear the Attorney General’s report.

At the conclusion of Executive Session, Margaret Doss, Chair, declared the meeting to be “open” at 10:55 a.m. pursuant to the Open and Public Meeting Act, O.C.G.A. §§ 50-14-1 et seq. No votes were taken during Executive Session.

OPEN SESSION:

Gil Shearouse moved, Kenny Green seconded, and the Board voted unanimously to ratify the following recommendations made during Executive Session:

Application:

2858420 – Nathan Hester – Approved.

Complaint:

WW200006 – Table – Refer to Investigations to get statements and supporting documents from complainants.

Attorney General’s Report:

The Board reviewed and accepted the Attorney General’s report, which included information on any cases referred for action or requests for advice. The Board made the recommendation to release the Attorney General’s Memorandum of Authority for Amendments to Rules 750-1 through 750-10.

Continuing Education:

Debbie Wright moved, Kenny Green seconded, and the motion was carried by the Board to accept the Continuing Education Committee’s recommendations as follows:

Continuing Education Applications and Results:

Program Provider/Sponsor	Course Title / Notes	Points
GWWI	Backflow Prevention Workshop and Expo	6 W/WW
DdM Professionals, LLC	Water Treatment Plant Operation- Basic Course	40 BAS, 12 W
DdM Professionals, LLC	Troubleshooting & Problem-Solving Water Treatment Plant Operation	6 W
DdM Professionals, LLC	Troubleshooting & Problem-Solving Wastewater Treatment Plant Operation	12 WW
DdM Professionals, LLC	Troubleshooting & Problem-Solving Sludge Digestion Operation	6 WW
DdM Professionals, LLC	Troubleshooting & Problem-Solving Activated Sludge Process	6 WW
DdM Professionals, LLC	Instrumental & Control of Water/Wastewater Plant Operations	6 WW
DdM Professionals, LLC	Water Hydraulics 101 for Water/Wastewater Operators	6 W WW

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Program Provider/Sponsor	Course Title / Notes	Points
DdM Professionals, LLC	Basic Applied Math Workshop - Wastewater Treatment	12 WW
DdM Professionals, LLC	Advanced Applied Math Workshop - Wastewater Treatment	12 WW
DdM Professionals, LLC	Basic Applied Math	12 W
DdM Professionals, LLC	Cyber Security 101 for Water Utilities	12 MS
DdM Professionals, LLC	Principles and Practices of an Effective Dist. O&M Program	6 W
DdM Professionals, LLC	Water Distribution System Operation	27 BAS, 12 W
DdM Professionals, LLC	Condition Assessment Technologies - Distribution Systems	6 W
DdM Professionals, LLC	Level Sensing Controls and SCADA 101	6 W/WW
DdM Professionals, LLC	Safety 101 at Wastewater Treatment Plants	6 MS
DdM Professionals, LLC	Safety 101 at Water Treatment Plants	6 MS
DdM Professionals, LLC	Safety 101 in Water Distribution Systems	6 MS
DdM Professionals, LLC	Safety 101 in Wastewater Collection Systems	6 MS
DdM Professionals, LLC	Wastewater Collection System O&M - Basic Course	27 BAS, 12 WW
DdM Professionals, LLC	Water & Wastewater Plant Administration & Supervision	6 MS
DdM Professionals, LLC	Operation Control of the Activated Sludge	12 WW
DdM Professionals, LLC	WTPP Operation: Operator Process Control Training	12 WW
DdM Professionals, LLC	WTP Operations: Operator Process Control Training	12 W
DdM Professionals, LLC	Troubleshooting Water Distribution Systems	12 W
DdM Professionals, LLC	Coagulation-Flocculation Process Workshop	6 W
DdM Professionals, LLC	Fluoridation	6 W
DdM Professionals, LLC	GA Safe Drinking Water Act & Code of Federal Regulations	6 W
DdM Professionals, LLC	Optimizing the Filtration Process	12 W
DdM Professionals, LLC	Water Laboratory Workshop for Operators	12 W
DdM Professionals, LLC	Water Treatment Plant Operation - Advanced Training	24 ADV, 12 W
DdM Professionals, LLC	Advanced Water Treatment Techniques	24 ADV, 12 W
MGM Environmental	Anaerobic Digestion a three stage multistep process for Methanogens	5 WW
Technical Learning College	Activated Sludge	8 WW
Technical Learning College	Basic Electricity	6 W/WW
Technical Learning College	Basic Plumbing	4 W
Technical Learning College	Chemical Contaminants 201	6 W/WW
Technical Learning College	Chemical Handling	5 MS
Technical Learning College	Chlorination 101	4 W/WW

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Program Provider/Sponsor	Course Title / Notes	Points
Technical Learning College	Collection Construction	6 WW
Technical Learning College	Cross-Connection Identification	6 W/WW
Technical Learning College	Disinfection Basics	6 W/WW
Technical Learning College	Distribution 404	6 W
Technical Learning College	Distribution Advanced Study	6 W
Technical Learning College	Distribution Basics	5 W
Technical Learning College	Distribution Basics (2 nd addition)	5 W
Technical Learning College	Hazard Communication	5 MS
Technical Learning College	Hydraulic Principles	4 W/WW
Technical Learning College	Modern Disinfection	24 ADV, 12 W/WW
Technical Learning College	Laboratory Safety	6 MS
Technical Learning College	Nutrients and Microbes	6 WW
Technical Learning College	Operator Math Review	6 W/WW
Technical Learning College	Operational Management	5 MS
Technical Learning College	Pathogens 101	6 W/WW
Technical Learning College	Pretreatment 101	6 WW
Technical Learning College	Plumbing 101	4 W
Technical Learning College	Pumping Principles	6 W
Technical Learning College	Pumps and Meters	6 W/WW
Technical Learning College	Storage Facilities	4 W/WW
Technical Learning College	Tertiary Treatment	6 WW
Technical Learning College	Valves and Controls	3 W
Technical Learning College	Water Chemistry	6 W/WW
Technical Learning College	Water Quality	6 W
Technical Learning College	Wastewater Treatment Water Quality	6 WW
Technical Learning College	Wastewater Treatment	5 WW
Technical Learning College	Wastewater Collection	5 WW
Technical Learning College	Water Treatment	5 W
Technical Learning College	Water Treatment Process Control	12 W
Technical Learning College	Water Treatment Utilization	6 W
Technical Learning College	Water/Wastewater Sampling	12 MS
Technical Learning College	Water Treatment 404	6 W

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Program Provider/Sponsor	Course Title / Notes	Points
Technical Learning College	Wellfield Operations	6 W
Technical Learning College	Wet Lab Procedures	6 W/WW
GRWA	Wastewater Preliminary Treatment	3 WW
GRWA	Water Disinfection	3 W
American Ground Water Trust	Georgia PFAS Workshop	6 W
US EPA	AWIA Guidance for Small Systems	1 W
US EPA	Compliance Lessons Learned	1 W

OTHER BUSINESS:

Docketed Orders:

Kim Hembree moved, Debbie Wright seconded, and the Board voted to ratify the docketed orders as presented:

Type	Licensee	License #	Docket #	City
Consent Agreement	Christopher Adrian McClain	WW3-017991	2020-0431	Atlanta
Consent Agreement	Justin Smith	W3-016754	2020-0467	Sylvester

Proposed Emergency Rule Changes:

Upon finding that the coronavirus pandemic is of imminent peril to the public health, safety, or welfare; and, upon Governor Kemp’s executive order declaring a public health emergency in the state of Georgia; and based upon the fact that in-person Basic or Advanced training has been canceled, making applicants unable to complete the necessary training for certification; and based upon the fact that in-person continuing education has been cancelled, making it difficult for certificate holders to obtain continuing education, Gil Shearouse motioned, Debbie Wright seconded, and the Board voted unanimously to adopt Emergency Board Rule 750-6-0.1-.04. The formulation and adoption of this rule does not impose excessive regulatory cost on any licensee and any cost to comply with the proposed rules cannot be reduced by a less expensive alternative that fully accomplishes the objectives of the applicable laws as required by O.C.G.A. § 50-13-4.

Rule 750-6-0.1-.04 Emergency Rule on Basic, Advanced, and Continuing Education Courses

Due to the State of Emergency regarding COVID-19, in addition to the traditional classroom setting, Basic and Advanced coursework and Continuing Education courses on operational, analytical, safety, and management topics may also be taught by live webinars. Live webinars must be instructor led with student interaction, and student participation must be monitored by a required webcam feed. This rule shall be in effect for the duration of the Georgia State of Emergency and for a period of not more than one-hundred twenty (120) days thereafter.

- (1) The Board shall maintain a list of currently approved course providers in accordance with eligibility criteria published by the Board. Course providers must be approved by the Board or its designee in order for applicants to receive credit. The Board may also elect to approve individual courses. A request by a course provider for approval must be submitted on a form that may be obtained from the Board and must be accompanied by the appropriate fee and supporting documents as required by the Board (See Fee Schedule). Effective July 1, 2013, course providers shall agree to provide rosters in electronic format of all attendees for all courses approved by the Board. The Professional Licensing Boards Division shall provide the electronic format for use in submitting rosters. All course approvals shall expire on or before January 31 of even-numbered years.
- (2) Determination of Continuing Education Points. (Beginning on July 1, 2013 and effective for renewal period June 30, 2015 and all renewal periods thereafter)
 - (a) "Operational/analytical topics" refer to topics of instruction that directly relate to the performance of the duties of a water operator, wastewater operator, distribution operator, collection system operator, or laboratory analyst. Safety and management topics are not considered operational/analytical topics.
 - (b) Points shall be awarded in whole numbers. No partial points shall be awarded for courses that total less than whole hours.

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- (c) Traditional classroom courses on operational, analytical, safety and management topics are granted one point per contact hour up to a maximum of 6 points per day and 12 points per event.
- (d) Online courses on operational, analytical, safety, and management topics are granted one-half point per contact hour up to a maximum of 6 points unless the course provider demonstrates greater credit is justified through beta testing results.
- (3) Basic and Advanced Courses.
 - (a) Basic and Advanced courses are those courses necessary for applicants to be eligible for an examination for certification.
 - (b) Basic and Advanced coursework shall be taught in a traditional classroom setting.
- (4) Criteria for Approval of Continuing Education Courses.
 - (a) Courses shall be approved for Water, for Wastewater, or for both Water and Wastewater.
 - (b) Continuing education courses may be taught through an online format.
 - (c) Operator association conferences will be considered as operational/analytical coursework, and will also be approved for both Water and Wastewater.
 - (d) Criteria for Approval of Webinars and Webcasts.
 - 1. Webinars and webcasts must be pre-approved by submission of the appropriate application with complete documentation of the topic(s) to be taught, the credentials of the educators/presenters involved, and the name of the local moderator who will ensure on-site attendance.
 - 2. Only operational or regulatory topics will be approved for webinars or webcasts.
 - 3. Certificates of completion must be presented to attendees who complete the webinar or webcast.

Authority: O.C.G.A. Secs. 43-1-19, 43-1-24, 43-1-25, 43-51-5, 43-51-6, 43-51-6.1.

Correspondence:

The Board received correspondence inquiring about allowing Basic and Advanced courses to be taught online due to restrictions resulting from the current pandemic. The Board noted they voted to adopt emergency rule changes to address this issue, which will be posted to the Boards website once approved.

COVID-19 Update:

The Board discussed the affects that COVID-19 has had on licensees and applicants, and discussed any emergency rules that the Board should consider now or in the future.

Executive Directors Report:

The Board reviewed the Executive Director's report, which provided the Board with data relevant to the applications received, pass rates for exams, lapsed licenses due to non-renewal, and active license for calendar year 2019.

There being no further business, Margaret Doss, Chair, declared the meeting adjourned at 12:02 p.m.

The next meeting of the Georgia Board of Examiners for Certification of Water & Wastewater Treatment Plant Operators and Laboratory Analysts will be held on Wednesday, June 24, 2020 at 10:00 a.m.

Minutes recorded by: Alexis Hardy, Board Support Specialist

Minutes reviewed and edited by: Brad Coman, Executive Director

Minutes approved on: June 24, 2020


Margaret Doss, Chair


Brad Coman, Executive Director

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1/1/2019-12/31/2019

Operator Class	Applicants ¹	Applicants by Exam ²	Exam ³ Candidates	First Time Candidates	% Pass for First Time	Repeat Candidates	% Pass for Repeat	Licenses Issued ⁴	Lapsed for Non-Renewal	Active Licenses
Water Operator Class I	38	33	119	45	26.7%	74	28.4%	37	47	790
Water Operator Class II	45	44	81	47	61.7%	34	32.4%	42	55	405
Water Operator Class III	131	119	245	146	50.0%	99	34.3%	110	131	890
Water Operator Class IV	51	51	69	57	77.2%	12	50.0%	42	148	610
Water Distribution Operator	157	148	297	187	48.1%	110	36.3%	134	206	1730
Water Laboratory Analyst	37	37	40	34	85.3%	6	83.3%	34	62	537
Wastewater Operator Class I	38	25	120	25	12.0%	95	20.0%	32	85	935
Wastewater Operator Class II	50	45	154	74	23.0%	80	26.3%	43	54	405
Wastewater Operator Class III	185	177	538	255	31.0%	283	28.6%	154	232	1423
Wastewater Operator Class IV	2	2	8	7	57.1%	1	0.0%	2	15	44
Wastewater Collection Systems Operator	123	120	184	140	61.4%	44	61.4%	111	165	1265
Wastewater Industrial Operator	34	32	97	52	36.5%	45	17.8%	29	30	275
Wastewater Laboratory Analyst	56	56	79	52	69.2%	27	48.1%	45	87	602

¹ This number includes applications by Reciprocity, Endorsement, Examination, and Reinstatement.

² This number only includes individuals that have applied for licensure with the Secretary of State's Professional Licensing Boards Division.

³ This number only reflects the amount of people that took the test and includes individuals who have not yet applied for licensure.

⁴ This number includes licenses issued by Reciprocity, Endorsement, Examination, and Reinstatement.