



NEVAD NEVADA CERTIFICATION BOARD FOR WATER PROFESSIONALS



Adrian J. Edwards, Chairman • Joe Crim, Jr., Vice Chairman
John Solvie • Jennifer Mason • James Koloskie • Stephanie Kapfenstein • Brian Watts

MEETING MINUTES

The Nevada Board of Certification for Water Professionals held a public meeting on **Monday March 11, 2024** at the Palace Station Casino. In compliance with the contract between the Nevada Division of Environmental Protection and the Nevada Water Environment Association, the Notice of Public Meeting and Agenda were posted before 09:00 AM at least three (3) working days prior to the meeting.

1. Call to Order

Chairman Edwards called the meeting to order at 9:06AM.

2. Roll Call and Introduction of Guests

Board Position	Name	NWEA Representation	Present	Zoom	Absent
Chairman	Adrian Edwards	Wastewater Treatment Plant Operator certified at the highest level (Clark County).	X		
Vice Chairman	Joe Crim	Member At-Large	X		
Member	Brian Watts	Owner of Publicly Owned Treatment Works	X		
Member	James Koloskie	WWTPO with 3+ Years of Experience	X		
Member	Jennifer Mason	Member At-Large	X		
Member	Stephanie Kapfenstein	WWTPO with 3+ Years of Experience	X		
Member	John Solvie	Owner of Publicly Owned Treatment Works	X		
Program Administrator	Ashley Jacobson	Program Administrator	X		

Guest	Representing
Sabrina Rivera	NWEA Executive Board
David Williams	NWEA Executive Board
Michael Rawlins	NWEA Executive Board
Cody McDougal	NWEA Executive Board
Andrew Dixon	NDEP
Ben Kahue	NDEP
Brandon Breach	NDEP



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Sarah Yates	NDEP
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3. Public Comment (Current Agenda Items)

No public comment

4. Approval of Agenda

A motion to approve the agenda was made by Member Koloskie and seconded by Member Mason. Chairman Edwards called for a vote; motion approved.

5. Approval of Meeting Minutes from March 11, 2024

A motion to approve the meeting minutes was made by Member Mason and seconded by Vice Chair Crim. Chairman Edwards called for a vote; motion approved.

6. Policies and Procedures

- Update sections per Certification Board Member review
- Mason * Testing Eligibility
- Crim * Written Exam
- Watts * Computer Exams
- Solvie * Upgrades
- Edwards * Repeat exam failure clarify 3rd failure
- Koloskie * Renewals
- Workshop * Disciplinary *Workshop*
- New Policy or update policy to change PMT to water/wastewater
- *Send to NDEP once Certification Board reviews to give approval*
- *Resend out to Certification Board to review and approve sections*

7. Program Administrator’s (PA’s) Report

7.1. Budget Review current and 24/25 Budget

- No Comments on current budget report
- NWEA Certification Board to pay the Insurance add \$3,000 to new budget, make separate line item in budget (insurance)
- NDEP addressed that if the need arises, and we need a modification to the contract there is an option. *Contract authority*

7.2. Certification Examination Update

- PA Jacobson discussed 4 written exams but examinees are opting for the computer.

7.3. Continuing Education Units (CEUs) Update

- PMT can use Water or Wastewater course for Initial education or renewals, PA Jacobson updated applications to reflect Water or Wastewater.
- Updated CSO exam application added %



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7.4. Standard Operating Procedure (SOP) Update

- 30% will need to update when Certemy is started and PA Jacobson learns how to use.

7.5. Certification Board Update

- No comment

7.6. Exam Results Summary & Analysis

- PA Jacobson reviewed results with Certification Board – No comments

7.7. Certification Board Update

- Vice Chair Crim reinstated and Member Kapfenstein newly appointed
- Certemy update – working with Certemy to get the backend completed so it can go live in the next couple of weeks
- Wastewater will only have access to a small portion
- Discussed issues Certemy and paper based (old way)

8. Association of Boards of Certification (ABC) Updates

- WPI updated the Wastewater Exam Grade 4, PA Jacobson will reach out to WPI to see what NWEA needs to do to implement the new updated questions

9. Nevada Division of Environmental Protection (NDEP) Update / Regulatory Update

- New Contract started February 13, 2024
- 4 years and 1 day with option to extend for 2 years total \$240,000
- NDEP wants to be more involved in certification, Andrew and Ben to come to Certification Board Meetings
- Meeting after to streamline process and have a better understanding
- Policies and Procedures, NDEP is requesting to approve all Wastewater formally

10. New Business

- Sabrina discussed awards and updating to consolidate, making it a little more general
 - a. Admin Support
 - b. Board/Volunteer Award
 - c. Water Professional of the Year

11. Next Board Meeting

- The next Board meeting will be June 2024 (TBD) up North

12. Public Comment

- WPI possibly changing to computer to remote proctoring, Member Solvie explained the Certification Board will need to have more discussions with NDEP before they could do approvals. How the actual process works and concerns about how that would work, Member Solvie will reach out to WPI to see where they are at with the process.



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13. Adjournment

- A motion to adjourn was made by Member Mason and seconded by Member Koloskie. Chairman Edwards called for a vote; motion approved. Chair Edwards adjourned the meeting at 11:44 pm.