



MEETING AGENDA

May 4, 2017
9:00 AM
195 North 1950 West, Room 3116

I. CALL TO ORDER

II. APPROVAL OF MEETING MINUTES FROM FEBRUARY 23, 2016

III. FINANCIAL REPORT BY SANDY PETT

IV. BART SIMONS

V. NEW COMMISSION MEMBER

Mike Carlson

VI. COMMISSION TERMS

- a. Quinn Fenton 2016
- b. Mark Clark 2016
- c. Gary M. Larsen 2016
- d. Brett Chynoweth 2016
- e. James Callison 2017

VII. VICE CHAIR

VIII. NEW STAFF

D'yani Wood, Program Coordinator

IX. WATER SYSTEM OPERATORS

- a. 03021 Trenton Town
- b. 04055 Conoco Philips
- c. 07070 Reid Ranch
- d. 11012 Escalante Valley
- e. 14008 Lynndyl Town
- f. 15007 Monte Verde
- g. 21008 Glenwood
- h. 28037 Aspen Ranch
- i. 29071 Snow Basin (Due Sept)

X. ACCOMPLISHMENTS

- a. Forms & Brochures
- b. Lending Library
- c. Math Conversions
- d. OpenLine Newsletter
- e. Equipment
- f. Exam Booklets
- g. Email Correspondence
- h. Renewal Process
- i. Wallet Cards
- j. Autodialer
- k. Scanning Process
- l. AWWA Mailings

XI. WEBSITE

- a. Operator Certification
- b. New Training Coalition Calendar
- c. Shopping Cart
- d. Web Submission

XII. WATERLINK DATABASE

- a. CSV Reports
- b. CEU Data Entry
- c. Certification Report
- d. Edocs Folder Link

XIII. GOALS

- a. FAQ & Tools Webpages
- b. Math Screencast
- c. Public Notary
- d. Renewal Tracking

XIV. WALLET CARDS

XV. WATER SPECIALIST

- a. Eliminate specialist confusion
- b. Utilize update employer form

XVI. POLICIES

- a. 30 days between exams
- b. Fees waived for local health departments
- c. Require certification numbers for CEUs
- d. Confirm previous policies

XVII. LEVEL REQUIRED FOR WATER SYSTEMS

XVIII. NOTIFICATION OF REINSTATEMENT WITHIN GRACE PERIOD

XIX. FAIL LETTERS FOR ONLINE EXAMS

XX. APRIL EXAM DATE CHANGE

XXI. EXCLUDE OVERALL STATISTICS FROM MAILING

XXII. REQUIRE SIGNATURES FOR EXAMS

XXIII. EXAM REVIEW SCHEDULING AND ISSUES

XXIV. 2016 VALIDATION WORKSHOP

XXV. EXAM STATISTICS

XXVI. SUGGESTIONS FROM THE COMMISSION

XXVII. DATE OF THE NEXT COMMISSION MEETING

XXVIII. ADJOURNMENT