MEETING MINUTES

May 21, 2020
9:00 a.m.
Virtual Meeting

Commission Members Present: Terry Smith, Chris Bowles, Jesse Sharp, Brett Christiansen, Mark Jenkins, Travis Christensen, and Jesse Wilder.
Division Staff Present: Gary Rager
Guests Present: Kris Hunter, Greg Hand, and Jim Callison

I. CALL TO ORDER

a. Gary Rager called the meeting to order at 9:01 a.m.
b. The Commission, Division staff, and guests introduced themselves.
c. Gary Rager welcomed the new Commission members Jesse Wilder, Mark Jenkins, and Jesse Sharp.
d. The Commission reviewed the meeting minutes from October 31, 2019.
   i. Terry Smith motion to approve the meeting minutes. Chris Bowles second. The motion was carried unanimously by the Commission.

II. COVID-19 IMPACTS ON CCC PROGRAM

a. Gary Rager announced a guidance for COVID-19 was distributed to emphasize that protecting public water supply is an essential service; to continue to address backflow issues, administer cross-connection-control programs, and to test backflow devices while following Centers for Disease Control (CDC) guidelines.
b. Gary Rager detailed how the Program Administrator continuing education courses quickly converted to online and how the trainings were a success.
c. Gary Rager reported the Program Administrator certification courses were postponed or cancelled due to COVID-19. Online courses and examinations options were discussed.
d. Gary Rager and the Commission anticipate possibly extending the deadline for requiring a certified Program Administrator for Community systems with a population of below 500 due to the impacts of COVID-19 on the certification courses.
e. Gary Rager reported Backflow Tester certification courses have been postponed or cancelled due to COVID-19. Concerns regarding the challenges of classroom trainings in the future with social distancing, presenting with masks, and limits on class sizes were considered.
f. Gary Rager informed the Commission that American Backflow Prevention Association (ABPA) may offer extended expiration dates for their certifications and proposed a policy matching the extension. Gary will notify the Commission if ABPA provides an extension.
g. Gary Rager introduced Jim Callison an Associate Environmental Professor at the Utah Valley University. Jim summarized the benefits of on-site and online trainings. Jim described asynchronous training, hybrid training, and instructor’s interaction with students.

III. UPDATE ON RESULTS AFTER RULE CHANGES
   a. Gary Rager summarized the success of the Program Administrators obtaining Continuing Education Units (CEU’s) for renewal.

IV. CROSS CONNECTION CONTROL ANNUAL REPORT FOR WATER SYSTEMS
   a. Gary Rager introduced the cross-connection-control report for water systems to submit annually. An advisory team was assembled to formulate a report to achieve optimal compliance and provide a guideline for the five elements of an effective cross-connection-control program.
   b. The Commission and guests discussed the benefits and provided recommendations. Gary Rager will compose a rule to require an annual report with the form for the Commission to review in the next meeting.

V. REQUEST TO PROVIDE CERTIFICATION PROGRAM IN UTAH
   a. Gary Rager informed the Commission he was approached by American Society of Sanitary Engineers (ASSE) regarding requirements for becoming a certification provider in Utah. Gary Rager reported back to ASSE that the curriculum will need to be based on the USC-FCCHR 10 edition for course and examination. Gary Rager will report to the Commission if a formal submittal is received.

VI. TRAINING COURSE PROVIDER UPDATE
   a. Gary Rager provided details on the number of courses for the 2020 calendar year for each training provider and the number of courses that were cancelled due to COVID-19.

VII. CROSS CONNECTION CONTROL CERTIFICATION REPORT
   a. Gary Rager provided statistics on the Cross-Connection-Control Certification Program’s total exams and certifications. Gary contributed that the Backflow 101 training online has been effective in rural communities.

VIII. FUTURE MEETINGS
   a. Gary Rager will facilitate a brief virtual meeting every month that will be optional unless specified as urgent. The annual May and October meetings will continue as scheduled.

IX. ADJOURN
   a. Jesse Wilder motion to adjourn the meeting at 11:44 a.m. Chris Bowles second. The motion was carried unanimously by the Commission.