



CROSS CONNECTION CONTROL COMMISSION MEETING MINUTES

September 5, 2019

9:00 AM

195 North 1950 West, Red Rocks Room

Commission Members Present: Travis Christensen, Terry Smith, Brett Christiansen, John Oakeson, Chris Bowles, and JP Franck

Division Staff Present: Marie Owens, Gary Rager, and Dawnie Jacobo,

Guests Present: Paige Wolfe, Jeanne Matson, Greg Hand, and Brian Pattee

Excused: Will Nickle

I. CALL TO ORDER

- a. Gary Rager called the meeting to order at 8:59 a.m.
- b. The Commission, Division staff, and guests introduced themselves.
- c. Gary Rager requested to be notified if the Commission members whose term expires, if they intend to continue to serve on the Commission or to provide a recommendation for a replacement.
- d. Gary Rager announced Mark Baird resigned on August 7th, 2019, and introduced Chris Bowles as the new Community Water System representative.
- e. The Commission reviewed the meeting minutes from May 16, 2019. Appropriate DOPL licensure was discussed.
 - i. John Oakeson motion to approve the meeting minutes. Travis Christensen second. The motion was carried unanimously by the Commission.
- f. Gary Rager requested a nomination for a new Vice Chair.
 - i. John Oakeson nominated Chris Bowles. Brett Christiansen second. The motion was carried unanimously by the Commission.

II. COURSE APPROVAL CRITERIA POLICIES

- a. Gary Rager presented the criteria for approving the Backflow Assembly Tester and Program Administrator courses. The Commission discussed and compared the criteria's requirements. Gary Rager will collect the information for the Commission to review for course approval.
 - i. Terry Smith motion to approve the Backflow Assembly Tester criteria. John Oakeson second. The motion was carried unanimously by the Commission.
 - ii. John Oakeson motion to approve the Program Administrator course criteria. Terry Smith second. The motion was carried unanimously by the Commission.

III. COMMISSION APPROVAL OF COURSE PROVIDER

- a. Gary Rager received a request for course approval from Ken Ashlock with Cross Connection Environmental. The Commission discussed developing a form and including a disclosure to check with other agencies' requirements for conducting business in Utah.
 - i. John Oakeson motion to develop a form for the Commission review. Terry Smith second. The motion was carried unanimously by the Commission.

IV. CERTIFICATION FEE WAIVER POLICY APPROVAL

- a. Gary Rager proposed waiving the certification fee for instructors and proctors that meet the qualifications of the policy. This would encourage incentive for proctors to be involved in the program. If the Commission approves, Gary Rager will take it to Division management.
 - i. Brett Christiansen motion to approve. Chris Bowles second. The motion was carried unanimously by the Commission.

V. EXPIRATION OF GRACE PERIOD POLICY APPROVAL

- a. Gary Rager proposed a grace period policy for Program Administrators if the Division is contacted and the fee is paid prior to the expiration date. The CEU's can be acquired within 60 days after the expiration date.
 - i. John Oakeson motion to approve. Terry Smith second. The motion was carried unanimously by the Commission.

VI. TRAINING ORGANIZATION UPDATE

- a. Gary Rager mentioned the total number of exams and courses for 2019.

VII. CROSS CONNECTION CONTROL CERTIFICATION REPORT

- a. Gary Rager provided statistics on the Cross Connection Control Certification Program and the renewal rate over the past three years. The timeline shows there has been some growth in the program.

VIII. PUBLIC COMMENT PERIOD

- a. Paige Wolfe recommends emphasizing the installation criteria in the training for the E100 license when Gary Rager meets with DOPL.

IX. FUTRURE MEETINGS

- a. Gary Rager scheduled the next meeting to be on October 31, 2019.

X. ADJOURN

- a. John Oakeson motion to adjourn the meeting. Chris Bowles second. The motion was carried unanimously by the Commission.