Schools Council

MEETING REPORT – 1-21-14

NC AWWA-WEA, PLANT OPERATION & MAINTENANCE COMMITTEE MEETING

Tuesday 21 JAN 2014 10AM – 2PM
Water Resources Operations Center
2602 S. Elm-Eugene St.
Greensboro, NC 27406
Minutes recorded by David Hamilton
Attendance Sheet attached
Members with Action items are in Bold

1. INTRODUCTIONS AND CHAIRMAN’S REMARKS
   a. Maintenance program oversight subcommittee change
   b. Schools Council change
2. OLD BUSINESS
   a. Review of Last Meeting Minutes – Accepted/Approved
3. MAINTENANCE TECHNOLOGIST SCHOOLS
   a. Western, Classes 1&3, Morganton, NC July 14-17 (same time as Biological WW Op School)
   b. Eastern, Classes 1&2, Raleigh, NC Sept 15-18
   c. Class 4 update
      i. As PO&MC Chair, Dell Harney was approved to be a Testing Proctor for ABC exams
      ii. Mark Wessel, Lindsay Roberts, Bob Fritts, and Dell Harney met with ABC to discuss the continuing NC MTC program and the prospect of ABC supporting a Class IV MT certification. After much discussion with ABC, and based on the strength of our current NC program, they decided to support Class IV. There was even interest expressed in modeling a national program after our NC program. Next steps for Class IV development:
         1) ABC will provide a list of requirements they have of us to proceed with the program
         2) ABC has a partially developed NTK for the Class. POMC will seek people experienced in mechanical, electrical, instrumentation, and supervision to help develop the NTK
         3) The program may roll-out as early as 2014
4. SUBCOMMITTEE BUSINESS REPORTS
   a. Communications Subcommittee – David Hamilton
      i. Plant Spotlights for NC Currents – We were at risk of not having a Spotlight for the upcoming NC Currents, until City of Durham offered a last minute article. POMC needs to develop a way to get a backlog. The group suggested making assignments to committee members to stockpile Spotlights early in the year. Some immediate suggestions were: Raleigh Benton WTP and Walnut Cove WW constructed wetlands. David to send the group an email (with Dell’s input) soliciting further Spotlights.
      ii. Committee Webpage O&M support forum – The group discussed how the forum might be used and managed (experts to answer questions vs. free ranging forum, disclaimers
needed, monitoring topics and use, allowing classifieds, etc.?). An informal subgroup was created to discuss the forum with Nici Banks and understand some of the possible ways to construct, use, and monitor it. Jeff Miller, Tony Mencombe, Dell Harney, and David Hamilton will conference with Nici banks and Catrice Jones in the next couple weeks to discuss. David to arrange call.

b. Curriculum Development Subcommittee – Robert Fritts
i. Items for the Curriculum Subcommittee to focus on this year on the NTK Document
   1) “Beginner’s level or an advanced or mastery level”, does not provide enough direction to either students or instructors, change needed
   2) Distribute types of equipment or knowledge of types of equipment across the four classes so that there can be more focus in one class
   3) For like equipment or knowledge of like equipment that must be covered in multiple Classes, the NTK needs to spell out specifically what should be covered about that equipment in each class
   4) Keep a uniform look and feel to the NTK document with formatting. Also, strip the questions from the body of the NTK and put them in a later section.
   5) Discrepancy exists between the recommended class time allotted for the block Safety & Administration. Class 1 NTK calls for 15% of time but the schedule uses 25% of time. Class 2 NTK calls for 15% of time but schedule uses 21.7% 
   6) Determine the effects of the discrepancies
   7) Explore options to correct any problems
   8) To accomplish this, we need to build the subcommittee roster (seeking new members; contact Bob F. if interested)

c. Instructor Support Subcommittee – Toni Branson
i. Will use more instructors with built-in Backup plan
ii. Coordinator Workshop – Bob F. volunteered for Morganton school
iii. 2013 Instructor feedback ready to begin
iv. Instructor Workshop
v. Other volunteers welcome – Tim Hebert volunteered to fill in where needed

d. Maintenance Program Oversight Subcommittee – Brandon Garner
i. CEU’s for Maintenance Technologist certification – 6 CEU’s annually will be required to maintain your certification; any course/event that offers water and wastewater credits can be applied as a MTC credit. Need to investigate allowing 3rd-party approvers

e. Maintenance Technologist Award Subcommittee – John Hodges
i. Need to promote nominations for the award at all of our events. Possible ways are announcing the award opportunity at all conferences, schools, etc., create a poster for POMC tables featuring past winners/captions/quotes, and contacting utility managers and maintenance leads notifying them of the opportunity.

f. Spring Conference Subcommittee – Brandon Garner
i. April 6th-8th Conference Schedule was reviewed: program slots are full (with back-ups available)
ii. Need volunteers (monitors, moderators, table staff) – Christy Lipscomb, George Cooper, and Dell Harney all volunteered for various roles
iii. Speaker Presentations are due by 2/7

5. OUTREACH AND LIAISON REPORTS
a. Board Liaison – Mark Wessel – no report
b. Schools Council Chair – Steve Drew – no report
c. Representative to/from Automation Committee – Don Dickenson – Jeff Miller reported that there are webinars/seminars scheduled in 2014

d. Representative to/from Communication Committee – David Hamilton
   i. Reviewed the purpose of the Communications Committee
   ii. Discussed the upcoming NC Currents “themes” (Summer 2014 – Utility Management Best Practices; Fall 2014 – Safety; Winter 2014-15 – Alternative Delivery Methods) and solicited Plant Spotlights, Member Portraits, and articles from the group to coordinate with the themes
   iii. Noted that Allen Kimbro and Dell Harney have been a great source of MT certification corner questions each issue

e. Representative to/from NC Waterworks Operators Association – no report

f. Representative to/from Professional Wastewater Operators Committee – Tony Mencome – reported that he takes every opportunity to promote the POMC activities and initiatives at these meetings

g. Representative to/from Seminars & Workshop Committee – Catrice Jones – reported that the next seminar is 2/19 and mentioned the U-Picks (Utility Picks) topics

h. Representative to/from Wastewater Schools Committee –

6. NEW BUSINESS

a. Committee Play Book plan (“what we do and how we do it”) – Subcommittee Chairs need to begin drafting their piece of the Plan; the POMC will review the collective draft Plan by the end of 2014

b. Will be starting Web Access to POMC meetings

c. Subcommittee Chairs are to begin providing subcommittee meeting reports to the POMC Chair

7. FUTURE MEETING DATES/VENUES

a. Tuesday 21, JAN (Greensboro)

b. Tuesday 1, APR (Greensboro)

c. During Spring Conference (Wilmington)

d. Tuesday 17, JUN (Greensboro)

e. During Western School (Morganton)

f. Tuesday 19, AUG (Greensboro)

g. During Eastern School (Raleigh)

h. Tuesday 14, OCT (Greensboro)

ii. During Annual Conference