



1 **MEETING OF THE UTILITY OPERATOR CERTIFICATION ADVISORY BOARD**
2 **THURSDAY June 27, 2024**
3 **9:06 A.M.**
4 **HELD VIRTUALLY VIA CISCO WEBEX MEETING**

5
6 **AGENDA ITEM 1. ROLL CALL AND INTRODUCTION OF GUESTS**

7 **Members present:** Cathie Eisen, Chair
8 Ivan (Michael) Abell, Vice Chair
9 Dale Graham
10 Maria Gilvarry
11 Sydney Hoke
12 Craig Byers
13 Rick Mitchell
14 Bobby Towle
15 Filiberto Aguirre, Jr.

16
17 **Absent:** none

18
19 **Guests:** Tanya Trujillo, NMED-DWB SWIG Manager
20 Eric Hall, NMED-UOCP Team Leader
21 Anita Tavasci, NMED-DWB UOCP
22 Nile Carver, NMED-DWB UOCP
23 Jayson Martinez-NMED Surface Water Quality Bureau
24 Martin Lopez, President New Mexico Water and Wastewater Association
25 Peter Nathanson
26 Cindy Huntsman
27 Roxie Shreeves, Bloomfield
28 Alan Watts, Bloomfield
29 Isaiah Garcia, Bloomfield
30 Anthony Ramos, Bloomfield
31 Joseph Sawvel
32 Lyman Waller

33
34
35 **ACTION:** Roll was called, a quorum was present.

36
37 **AGENDA ITEM 2. REVIEW AND APPROVAL: MEETING AGENDA**

38
39 **DISCUSSION:** Chair Eisen asked the Board members if they have had an opportunity to review the draft
40 agenda.

41
42 **ACTION:** Vice Chair Abell made the motion to approve the agenda as written. Member Byers seconded
43 the motion. Chair Eisen took a voice vote. The motion carried unanimously.

44
45 **AGENDA ITEM 3. REVIEW AND APPROVAL: JANUARY 11, 2024 MEETING MINUTES**

46
47 **DISCUSSION:** Chair Eisen asked if the Board Members have any changes. No changes were suggested.

48
49 **ACTION:** Member Mitchell made a motion to accept the meeting minutes as written. Member Towle
50 gave a second to the motion. The Chair took a voice vote. All members approved, none opposed. The
51 motion passed unanimously.

52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81
82
83
84
85
86
87
88
89
90
91
92
93
94
95
96
97
98
99

AGENDA ITEM 4. NOMINATION OF BOARD POSITIONS

DISCUSSION: Chair Eisen confirmed with Eric Hall that are 3 board positions to be filled. Mr. Hall responded with Maria Gilvarry, Bobby Towle and Filiberto Aguirre, Jr. Chair Eisen asked member Gilvarry if she would like to continue serving on the board. Member Gilvarry replied that she would and she thanked the Board for the things that have been accomplished and would like to continue serving on the Board.

ACTION: Member Byers made a motion to accept Maria Gilvarry to serve on the Board. Vice Chair Abell made a second to that motion. Chair Eisen took a voice vote. All Board members were in favor, none opposed. The motion passed unanimously.

DISCUSSION: Chair Eisen asked Bobby Towle if he wished to serve on the Utility Operator Certification Advisory Board. Bobby Towle yes, he would and that it has been a pleasure and an honor to work with the Board.

ACTION: Member Gilvarry made a motion to accept Bobby Towle for another term. Member Mitchell made a second to that motion. Chair Eisen took a voice vote. All were in favor, none opposed. The motion carried unanimously.

DISCUSSION: Chair Eisen asked Filiberto Aguirre, Jr. if he would consider serving another term on the Advisory Board. Filiberto Aguirre, Jr. was unable to connect his audio portion of Web Ex. He wrote in the chat section of Web Ex and read by Mr. Hall: ‘yes, he would like to remain on the Board and thank you for the opportunity’.

ACTION: Vice Chair Abell made a motion to allow Filiberto Aguirre, Jr. to serve another term on the Board. Member Byers made a second to that motion. Chair Eisen took a voice vote. All Board members were in favor, none opposed. The motion passes unanimously.

DISCUSSION: Chair Eisen stated that she had missed introducing the guests in attendance. The guests stated their names.

AGENDA ITEM 5. CERTEMY UPDATE

DISCUSSION: Mr. Eric Hall stated that the UOCP Team is well into the transition to the new operator program, CERTEMY. Mr. Hall reminded everyone present that there are tutorial videos on the UOCP website and there are CERTEMY Help contacts on the UOCP website. The CERTEMY program is to help the UOCP Team to move towards a paperless system of record keeping. Mr. Hall turned the discussion over to Chair Eisen. Chair Eisen discussed what she had experienced in CERTEMY and will share a draft SOP of the CERTEMY process to assist the UOCP Team and potentially inform the other 3,000 utility operators how to follow the processes and functions in CERTEMY. Chair Eisen explained that since this is a new system she suggests that all operators read all of the information on the UOCP website to become more knowledgeable of how to utilize the functions and capabilities of the new operator program.

AGENDA ITEM 6. DRINKING WATER BUREAU UPDATE

100 **DISCUSSION:** Tanya Trujillo, SWIG Manager, stated that the Department is focused on providing
101 assistance for the forest fires and flooding that has recently occurred. The Bureau is also currently
102 working on enforcement actions, several regulation revisions. A matter in review for the next fiscal year
103 is for developing a curriculum for building and reviewing Technical Assistance. This could lead to a
104 position for the purpose of building and reviewing these curriculums which would be impactful for
105 operators and training providers. Tanya asked for any comments and they can be relayed through Mr.
106 Hall. Tanya also stated that online testing will remain in place. The improved passing scores and
107 convenient locations of the testing centers demonstrate improvements.
108

109 **AGENDA ITEM 7. NEW MEXICO WATER AND WASTEWATER ASSOCIATION**

110
111 **DISCUSSION:** President Martin Lopez stated that the New Mexico Water and Wastewater Association,
112 (NMWWA), is working on by-laws, the constitution and updating older documents. The NMWWA's
113 Finance Committee is looking at documents that govern the operations of the Association due to cost
114 increases. Some additional information will hopefully be disclosed in the next couple months. Martin
115 announced that as of July 1 Terry Mount will be resigning from the NMWWA Executive Board and they
116 are reaching out to NMSU, Dona Ana Community College for someone to represent NMSU. Until the
117 NMWWA fills that position Terry has volunteered to assist.
118

119 **AGENDA ITEM 8. NM SURFACE WATER QUALITY BUREAU-POINT SOURCE POLLUTION PROGRAM**
120 **UPDATE**

121
122 **DISCUSSION:** Jason Martinez of the New Mexico Surface Water Quality Bureau provided 2 updates.
123 Working with the NMED Bureaus and EPA responding to the recent Salt Creek and Star fires in Ruidoso
124 for NPDES reporting questions. The state Permitting Program is calling for nominations for a surface
125 water advisory panel with a deadline of 5pm, July 8th. The way to find more information is by internet
126 searching 'NMED SWQB Permitting Program' then look to the highlighted section for 'Surface Water
127 Panel Announcement'. Jason went on to state that if any operators have questions about reporting or
128 are wanting information about contacting the EPA, the NMED SWQB has an Incident Command set-up
129 to contact Jason or Susan Lucas-Kamat.
130

131 **AGENDA ITEM 9. NM GROUND WATER QUALITY BUREAU-DOMESTIC WASTE TEAM UPDATE**

132
133 **DISCUSSION:** Mr. Hall stated that the representatives of the Ground Water Quality Bureau were not
134 able to attend today and they did not provide a report.
135

136 **AGENDA ITEM 10. NM OPERATOR CERTIFICATION PROGRAM UPDATE**

137
138 **DISCUSSION:** Mr. Hall stated that the last few weeks of the Program has been about CERTEMY and
139 assisting the operators learning that program. Anita Valdez added that the UOCP webpage has much
140 information available about the processes involved with CERTEMY to assist operators.
141

142 **AGENDA ITEM 11. OTHER BUSINESS, (INCLUDING NEXT MEETING DATE)**

143
144 **DISCUSSION:** Chair Eisen started discussing a couple things, (garbled audio due to internet
145 connectivity). Operator initiatives, testing, (inaudible), next meeting date. Mr. Hall stated we could set
146 the next meeting in September or October, possibly October 10th. Members responded that date would
147 work.

148 **AGENDA ITEM 12. THE ADVISORY BOARD WILL RECEIVE PUBLIC COMMENTS. NO ACTION WILL BE**
149 **TAKEN BY THE BOARD.**

150

151 **DISCUSSION:** Chair Eisen asked if anyone has any comments. There were no comments.

152

153 **AGENDA ITEM 13. ADJOURNMENT BY ROLL CALL**

154

155 **ACTION:** Chair Eisen called for a motion to adjourn the meeting. Member Byers made a motion to
156 adjourn the Advisory Board meeting. Member Hoke made a second to the motion. Chair Eisen, (garbled
157 audio). Vice Chair Abell made the recommendation that for this final vote either Eric Hall or himself
158 could perform that duty. Vice Chair Abell completed adjournment by roll call. He acknowledged that
159 there has been a motion and a second for this action. Cathie Eisen, (inaudible). Dale Graham, yes.
160 Maria Gilvarry, yes. Sydney Hoke, yes. Bobby Towle, yes. Ivan Abell, yes. Filiberto Aguirre, yes. Rick
161 Mitchell, yes. Craig Byers, yes. Vice Chair Abell called the meeting adjourned at 10:26am on Thursday
162 June 27, 2024.