

MINUTES
STAKEHOLDER ADVISORY BOARD SUBCOMMITTEE
JUNE 15, 2005
TRADEPORT, GEORGIA

Present were Stakeholder Advisory Board members Mark Byrd, Alice Champagne, Doug Easter, Jim Hamilton, JoAnn Macrina, James Magnus, Robert Ringer and Greg Teague. Also present from the Soil and Water Conservation Commission were Michaelyn Rozar and Lauren Zdunczyk. Interested parties in attendance included, Michael Barnhart (Clark Design Group), Michael Paris (Council for Quality Growth) and Bettie Sleeth (Home Builders Assoc. of GA).

Mr. Hamilton welcomed members and guests to the meeting.

AGENDA ITEMS

1. Review and Approve minutes from May 18, 2005

There being no discussion on the minutes, Mr. Easter made a motion to approve the minutes with a second from Mr. Byrd. The minutes were approved unanimously.

2. Review results from Level II Pilot Course including comments.

Mr. Hamilton asked Ms. Rozar to give the results for the Level II Course. Ms. Rozar informed the Board that 105 out of 109 passed the exam and overall the comments were positive. The average test score was 80%. Ms. Zdunczyk distributed the Level II evaluations.

Mr. Hamilton said that he received positive feedback from his fellow engineers that had attended the course. They felt it was a great course. The speakers did a great job and the attendees were very attentive.

Mr. Hamilton asked if we had taken any notes about what changes need to be made, Ms. Rozar informed the Board that the Commission is in the process of putting together our notes and comments and will begin to make the necessary changes to the course and course materials.

It was decided by Mr. Hamilton and Ms. Rozar that the Level II SWAT Team should reconvene to make a final review of the changes to the Level II course and course materials.

Mr. Ringer felt that the time allotted for his presentation was a little short and that questions should be held to the end of the presentation.

The Board further discussed the positive feedback the evaluations provided.

3. Review adjustments to outline for Level IA Pilot course

Ms. Rozar stated that presentations for the Act, Stream Buffers and Field Maintenance have been streamlined and will be incorporating suggestions from Fort Gaines Pilot course June 16, 2005.

4. Review outline for Level IB Pilot course (input from GASWCC staff and SWAT Team)

Ms. Rozar stated that the Commission has contracted will several people to develop the Level IB presentations.

Lauren distributed the updated Level IB outline. Overall, the Board felt it was a very comprehensive outline.

Ms. Champagne and Mr. Ringer expressed interest in looking over the Level IB presentations. Ms. Rozar suggested that if the Level IB SWAT Team wanted to review the presentations that they meet on July 18th to do so.

Mr. Ringer suggested that the Level IB SWAT team look over presentations and change any glaring errors then wait until after the July Pilot Course to make any substantial changes.

It was agreed that the Level IB SWAT Team and any other Board members interested, will meet July 18th at 10am at the Chamber of Commerce in Duluth, to view the Level IB presentations.

5. Review schedule for future courses and input needed from SWAT teams and or SAB

Ms. Zdunczyk distributed the current course calendar. Ms. Rozar reviewed the Course fees; Level IA - \$90, Level IB - \$140, Level II - \$150, Train the Trainer Level I - \$150 and Train the Trainer Level II - \$135.

6. SAB to approve Trainer applications for Train the Trainer Level I and Level II.

Mr. Teague made a motion to approve the trainers, contingent on them taking and passing the course, with a second from Mr. Easter.

James Magnus excused himself from the voting, due to the fact that he was applying for Trainer status.

The motion to approve Trainers, contingent on them taking and passing the course was approved unanimously.

7. Proposed voting

- a. **Proposal to recommend amendment of Rules at the Commission Board meeting in Jan 2006 to require Trainers to have their certification as a prerequisite to apply as a Trainer. In the interim, perhaps the SAB should consider this in reviewing applicants for the Trainer courses.**

Mr. Hamilton made a motion to approve proposal 7a with a second by Greg Teague, with the exception of the interim that the SAB should consider this in reviewing applicants for the Trainer courses.

Proposal 7a was approved unanimously.

- b. **Proposal to recommend amendment of Rules at the Commission Board meeting in Jan 2006 to designate certified individuals in Level 2 to be allowed to perform all functions of a Level 1A and 1B certified individual. In the interim, the SAB should recommend that the GASWCC indicate that the SAB (upon successful vote) recommends that this be in place prior to the Dec 31, 2006 deadline. Justification: Design pros/planner courses cover the same material in 1B and perhaps to a higher degree in the design characteristics. Also, if certified individuals are required to hold multiple certifications the workload of the Commission staff will increase substantially with no apparent justification.**

Mr. Hamilton made a motion to approve 7b with a second from Greg Teagues.

Mr. Hamilton opened the floor for discussion.

Mr. Hamilton felt that the Level II course covered the material in Level IA and IB, therefore if an individual received their Level II Certification then they would be Certified in Level IA and IB.

Mr. Easter felt that the Level II certification would not cover important aspects of Level IB such as monitoring.

Mr. Magnus suggested that those with Level II certification may opt out of the Level IB course and just take the Level IB exam only.

Ms. Champagne feels that with individuals with a Level II certification would be qualified to perform the responsibilities for Level IA but not Level IB.

Mr. Hamilton retracted his motion. Ms. Macrina made a motion that a Level II Certification would automatically give an individual a Level IA certification, but the individual would need to take and pass the Level IB exam for Level IB Certification. The motion was seconded by Ms. Champagne. The motion was approved with seven yeas and one nay.

- c. Proposal to have SAB meetings occur in even months only (third Wednesday at 1PM to 3PM) starting in June 15 (next meeting Aug 17) unless a called meeting is required (two weeks notice to be provided) as determined by GASWCC or chairman of SAB.**

Mr. Hamilton made a motion to hold SAB meeting in the even months starting in June, with a second from Mr. Magnus. The SAB meeting schedule was approved unanimously.

- d. Proposal to allow for electronic voting by SAB members with a defined deadline for approval of Trainers for the education program. The Trainers list will be offered to the SAB vial email with a recommendation for or against individuals as proposed Trainers. Voting to occur via email or signed fax.**

Mr. Hamilton made a motion to approve 7d with a second from Mr. Easter. Proposal 7d was approved unanimously.

****Proposed celebration of 1 year on SAB and successful roll out of Education program to occur at the close of the meeting on Aug 17. Details to be provided later.**

Mr. Hamilton announced he was still looking for a place to hold the meeting and details would be provided at a later date.

There being no further discussion, the meeting adjourned.

Submitted by
Lauren Zdunzcyk

