CPMSM Program Committee
Meeting Minutes

These Minutes have been prepared based on the published Agenda Items of the CPMSM Program Committee conducted in Open Session in accordance with the ECI By-Laws and Policies for Committees. Items discussed were listed on this Agenda noticed on the date below. All Items were not taken in the same order as shown on the meeting notice.

Notice Date: May 16, 2017
Meeting Date: July 11, 2017
Meeting Type: Conference Call

Called by: Charles Wilson
Location: N/A
Notes: Lori Moore

Attendees: Committee Chair Ruth Wallace
Vice Chair Harry Stark
Committee Member Rosalie Starvis, Stacey Yanetta, Joe Rosales
Director Rob Anderson

Staff: Staff Representatives Charles Wilson, Melissa McKinney, Lori Moore

Absent: Committee Member Walter Artus
Technical Chair/Director Alan Black
Trainer Liaison Mike Chase

Item 1.0. Roll Call and Review of Agenda

Summary: Roll Call
Actions: None

Item 2.0. Review and Approval of Minutes

Summary: Minutes from May 15, 2017 were presented.
Actions: Motion to approve minutes was made by Joe and seconded by Vice Chair Harry Stark.
Approval: Five (5) in favor, none against, no abstentions.
Item 3.0. Additional Members  

Summary: New member to the committee, Joe Rosales, was welcomed. The need for additional new members was discussed. Ms. Wallace has additional leads for new members that she is reaching out to about potentially serving on the committee, particularly from the Pacific Northwest. There are also a gentleman from Georgia she has reached out to as well for potential committee membership and collaboration.

Actions: Ms. Wallace will continue to look for new potential members to be added to the committee.

Item 4.0. Review of Technical References  

Summary: Technical References were not discussed at this meeting.

Actions: Technical References will be worked on later.

Item 5.0. Review of Scope of Practice  

Summary: Draft Scope of Practice was sent out on August 3, 2017. Draft Scope of Practice was discussed. Rob Anderson reviewed the process of what would happen with the draft scope going forward. Section 1 of the Review Manual was reviewed. Questions were posed regarding the minimum requirements for the certification. TMDLs and how drilled down it should be in the CPMSM Scope was discussed. The terminologies Best Management Practice and Stormwater Control Measures was mentioned by Ruth Wallace and the committee will be giving this some thought about this going forward. Audit section will be looked at to see if it is needed to be omitted or consolidated.

Actions: Draft Scope will be reviewed by staff and then will get with Alan Black and additional people for further vetting. In response to the questions regarding minimum requirements, Mr. Anderson requested that the committee draft a memo with recommendations to be brought to the Board. Mr. Wilson will compare recommendations to the other certifications. Ms. Wallace will add another reference regarding TMDLs in the reference section. The committee will continue reviewing the manual and working on the glossary. Sections 2 and 3 will be standardized, so the Committee will continue manual review beginning with Section 4.
Item 6.0. Schedule Next Meeting

Summary: Scheduling for next meeting was discussed.

Actions: Next meeting will be scheduled after draft Scope of Practice has been reviewed.

Item 7.0. Adjournment

Meeting adjournment at 4:56 PM EDT