

MINUTES

STATE BOARD OF EXAMINING WATER WELL DRILLING CONTRACTORS AND WATER WELL PUMP INSTALLATION CONTRACTORS

September 18, 2024

10:00 A.M.

PARTICIPATING BOARD MEMBERS:

Aaron Wilson- Chairman

John Midkiff- Vice-Chairman

Jerry Hunt

Christy Hutchinson

Wes Moody

Jeremy Manly, and Markus Malessa-SEO Designees

MEMBERS OF THE PUBLIC

Parker Blakely- Wyoming Groundwater Association

PARTICIPATING PROFESSIONAL STAFF:

Patrick Kent, Assistant Attorney General

Kristin Baker, State Engineer's Principal Accountant

Jimmy Gordon, Executive Director, WWCB

CALL TO ORDER:

Chairman Wilson called the State Board of Examining Water Well Drilling Contractors and Water Well Pump Installation Contractors (WWCB) meeting to order at 10:00 a.m.

REVIEW & APPROVE AGENDA

The Board reviewed and approved the meeting agenda as circulated. John Midkiff made a motion to approve the agenda. Michelle Christopher seconded the motion. Motion carried.

REVIEW & APPROVE April 9th MEETING MINUTES

The Board reviewed and approved the meeting minutes as circulated. Jerry Hunt made a motion to approve the minutes. John Midkiff seconded the motion. Motion carried.

OLD BUSINESS:

Online Licensing Software-

Director Gordon shared his ongoing work with the ETS team in development of a Board specific licensing program. He introduced two members of the ETS team, Kendra Reitsma and Kody Manning. They provided more detail on the system, and what features they are working on providing in a licensing program for the Board and its license holders. They also shared a basic mockup of a landing page, and some of the specific document implementation the program will use. They made themselves available for questions, and thanked the Board members for allowing them time to share what they have been working on. The Board instructed Director Gordon to continue working with ETS until a completed program is developed and can be presented to the Board along with a demo of its capabilities. At that point the Board will make a decision on

whether to accept the program or look elsewhere. Director Gordon complemented the ETS team on their transparency, and communication up to this point.

NEW BUSINESS:

Fiscal Update- Moved to first item to accommodate Ms. Baker's schedule conflict

Kristin Baker provided an update on the Board's current budget position. Her report of the income and expenses showed the Board's budget to be in good "health" in her opinion. She asked for any questions, which there were none.

Ratification of New Licenses'

Michelle Christopher made a motion to ratify all licenses presented by director Gordon. John Midkiff seconded the motion. Motion carried. The Board discussed a new classification of license type. This item will be added to the next meeting agenda for further discussion. Director Gordon and Patrick Kent will research the process the Board would need to take to add a new license type, if it should choose to do so.

Executive Director Update

Director Gordon provided the Board with an update of his office since the April 9th meeting. 14 exams were given to 6 applicants. 6 new licenses had been issued since the last Board meeting, 3 Wyoming residents and 3 non-residents. He also shared a breakdown of the current license count. 52 licenses are up for renewal this year, due by 12/31/2024. License renewal forms and reminders will be mailed out to all expiring licenses in October.

Miscellaneous-

Parker Blakely, with the Wyoming Groundwater Association extended invitation for licensing Board members and staff to attend their meeting on October 18th 11:00am in Casper. He also provided the dates of the Association Convention to be held in Casper on 1/15- 1/17.

Executive Session-

John Midkiff made a motion to enter an Executive Session to discuss an Investigative Board Member report, Jerry Hunt seconded the motion. Motion carried. Board entered executive session at am.

John Midkiff motioned to leave the executive session. Michelle Christopher seconded the motion. Motion carried. The Board left executive session at 12:54pm.

Docket 24-001

Jerry Hunt Motioned to direct Investigative Board Member Midkiff to compile a settlement agreement for Docket 24-001 and submit it to the Board's Prosecuting Attorney. Wes Moody seconded the motion. Motion carried.

Next Meeting

The next meeting will take place in Casper WY at the Thyra Thompson State Building on January 14th, 2024, time 10:00 am.

ADJOURNMENT:

Chairman Wilson adjourned the meeting at 12:57 p.m.