# Technical Guidance Committee
# Meeting Minutes

Thursday, September 13, 2018

***9:00 a.m. – 2:30 p.m.****

**Conference Room C**
**Department of Environmental Quality**
**1410 North Hilton**
**Boise, ID**

## TGC ATTENDEES:

James Craft – DEQ, (TGC Chairman)
Rachael Smith – Onsite Wastewater Coordinator, DEQ, (TGC Co-Chairman)
Mike Reno – REHS, Environmental Health Supervisor, CDHD
Jason Peppin – REHS, Senior Environmental Health Specialist, PHD
Kellye Eager – REHS, Director of Environmental Health, EIPH
Joe Canning – P.E., B&A Engineers Inc.
Kendall Unruh – WEB, Inc. dba Western Septic & Excavation

## GUESTS:

Lisa O'Hara – DEQ, Office of Attorney General
Larry Waters – DEQ, Wastewater Program Manager
Whitney Rowley – Administrative Assistant, DEQ
Jim King – Eljen (via telephone)
David Lowe – Lowridge Onsite Technologies
Lisa Bahr – Southwest District Health
Ashley Garrison – Presby Environmental, Inc. (via telephone)
Fred Vengrouski – Presby Plastics, Inc. (via telephone)
Don Prince – Presby Environmental, Inc. (via telephone)
Dick Bachelder – Infiltrator Water Technologies, (via telephone)
Allan Worst – RC Worst & Co., (via telephone)
Dave Potts – Geomatrix (via telephone)
John H. Greiner – Valley Precast
Tom Bruusema – Water Tomorrow Consulting LLC., (via telephone)

## CALL TO ORDER/ROLL CALL:

Meeting is called to order at 9:05am.
Committee members and guests introduced themselves

**OPEN PUBLIC COMMENT PERIOD**:

9:07 AM James Craft opened the meeting for public comments. No indication of public comments was made.

## MEETING MINUTES:

**APPENDIX A:**

9:07 AM ***Action Item:*** **June 7, 2018, Draft TGC Meeting Minutes: Review, Amend, or Approve**

Kellye Eager commented on a spelling error on page 5. James Craft said DEQ would fix that.

**Motion:** Mike Reno moved to approve the minutes with Kellye Eager's suggested edit.
**Second:** Joe Canning
**Voice Vote:** Motion carried unanimously with amended edit from Kellye Eager. Minutes will be posted to DEQ's website as final within 30 days.

**OLD BUSINESS**

**APPENDIX B:**

9:13 AM Action ***Item***: **Eljen Corporation - A42 Geotextile Sand Filter Installation and Design Manual** (Approval Request)

James Craft recommends going through the Installation and Design Manual page by page. Jim King joined the discussion via telephone. James Craft noted a new diagram was added in the above-grade capping fill system in section 5.3, along with sand mound configuration in section 6.

On page 6 in regards to vertical separation and daily flow amounts Joe Canning asked for clarification if the installation manual states that drainfields larger than 1,500 square feet that the drainfield must be pressure-dosed. James Craft suggested the manual make note of this rule requirement. Jason Peppin asked, "In Section 2.2 of the installation manual to reference the approved list of effluent filters, and in Section 2.3 to reference 1,500 square feet pressure-dose requirement.

On page 7 (section 2.9) "Trench Systems" Jason Peppin mentioned that 4ft should be changed to 6ft. James Craft said that was an error on his part. Jim King agreed to make the change.

In section 2.4 Joe Canning suggested to reference the TGM medium in case there were any adjustments in the sieve 100's or 200's numbers.

On page 7 James Craft added there were 2 sections in a row listed as 2.9. Jim King agreed to make the change in numbering.

On page 9, Figure 4, Mike Reno asked, "In a 6ft wide trench you have 1 module not 2 side by side?" The table discussed calculations and feasibility of having 2 modules in a 6ft wide trench. Jim King mentioned a study on the movement of water on clay, it moves 17ft away on pipe horizontally, he doesn't have problem with adding it in there. James Craft asked, "Would it be overkill to have 2 modules in one 6ft trench, would it require more sand?" Jim King mentioned it is preferable to have liner rate… Jason Peppin said, "You may need area 6ft trench for soil absorption area." Mike Reno added, "Most cases they are installing more modules per bedroom to meet the sq. ft. of area." Jason Peppin said, "If able to meet both requirements then leave it as is." James Craft recommends keeping the table as is.

On page 10 Joe Canning noted the column labels on the table are missing, and suggested to remove the perc rates. Jim King said he would correct both occurrences where column tables were missing, here and on page 13, Section 4.

On page 11 James Craft noted a minimum of 6ft spacing between trenches on Figure 6 and Figure 7.

Joe Canning and Mike Reno said, "In field installers will want to go with the 6ft wide trench to achieve… and use minimum number of modules to cut costs. In most cases they will do a 6ft wide trench." Jim King said, "That would give 18 modules in this example." Joe Canning said that is what he was getting at, the comparison, in asking the original question. Jim King said, "I haven't done an in depth study, we will have trainers and regulators on the ground to make sure minimum requirements are being met. The table and Jim King clarified, Jim will make sure to reference 2.9 has the correct distances 1 to 3 feet from edge of unit to side wall, and 6ft center on center for pipe.

Jason Peppin noted section 2.14 has that right for System Geometry.

On Page 14 Mike Reno and Kendall Unruh suggested in Figure 9 to change it to less than or equal to 6, and to state the figure is referencing the example above. Jim King will make the change and make it generic.

On page 16 James Craft mentioned new figures were added. Mike Reno said, "Section 5.3 doesn't meet our requirements; the bottom of the module has to be 3 inches below the native grade in Figure 11." Jim King said, "So there is no above grade capping fill system for us, at 15 inches we would be a below grade system. A portion of the product needs to be 3" in grade?" James Craft said that was right. Jim King said, "But sand doesn't count?" Mike Reno and Kellye Eager, said, "Right". Jim King commented about measuring setbacks. Mike Reno said, "Sand is part of the treatment of the system not the system." Jim King said, "It seems like we are changing the definition of the system once we got to this section." Mike Reno said, "This is consistent with Infiltrator ATL that was approved at the last meeting." Mike Reno and Kendall Unruh discussed why it needs to be under a cap and fill system versus the proprietary section. Mike Reno and James Craft further explained, "The whole purpose of 3 inches to the native grade is to have better absorption capacity." Jim King said, "Now I feel like I am being penalized because I accepted the 12 inches of sand, by the way we are interpreting cap and fill. I am getting unfairly knocked out of that portion of the market. We are a treatment and dispersal company. This is what we do. We don't have products in other categories… I guess I am confused with the actual definition here. I have just said we made extensions." Mike Reno said, "The way it is depicted it is more of a sand mound. The only thing below grade is the sand. Sand is the treatment portion of the system." Jim King said, "It seems like there should be some leeway here in how we define the system. It doesn't seem fair that Infiltrator defines that." Dick Bachelder said, "Infiltrator designed its manual around the rules. Please don't direct the discussion towards us as driving the bus." Mike Reno said, "The TGC approved 2 other products. Infiltrator and Presby. The design manual came in different for one of the manuals and DEQ approved it." Jason Peppin said, "DEQ approves essentially Section 5.3." Jim King said, "We accept 5.2, Section 5.3 is what we have an issue with." The table said that was correct. Mike Reno said, "You could have a 5.3 if the component was under 3 inches of native grade." Jim King said, "Yes that would still fall under below grade cap and fill, am I understanding that correctly?" Joe Canning said, "I see what you are saying. There isn't that much difference between Figures 10 and 11, but that depth." Jason Peppin added, "Figure 10, this would technically be an above grade because of the flow line of the pipe definition." Jim King said, "Regulations say it is defined by bottom of excavation not where distribution pipe is." Joe Canning said, "The pipe here is on top of the module, not in the aggregate." Jim King said, "Again there is a definitely a penalty of that 12 inches of product in this interpretation." James Craft said, "Does the committee have any suggestions on this design?" Jason Peppin said, "We can't have 2 systems; one one way and the other another way. We need to be consistent." He continued to share some health department concerns relating to that. Joe Canning said, "A sand mound system has a huge safety factor here. This doesn't have as big as a safety factor." Mike Reno said, "The TGC has been consistent of how these products are being approved. The design manual was missed by DEQ, but everyone misses things once in a while, we are all human." Jim King said, "Okay I will resubmit."

On page 17 Mike Reno asked Joe Canning a question on Figure 12. They discuss if one lateral in a 10ft wide bed is going to effectively wet the entire bed in the sand mound. Jim King said, "This section was designed off of Idaho regulations and would be pressurized." Joe Canning said, "If so, this is not meeting requirements." Mike Reno said, "Not sure about that." Jim King said, "These would be stamped by an engineer." Mike Reno said, "There is no question about following the design of mound, but with the dispersal into the mound and using the entire mound for treatment." Jim King and Joe Canning discuss it to scale in the drawing. Jason Peppin said, "Could you put in a reference to bed spacing having to meet the TGM requirements?" Mike Reno said, "Figure 14 on page 20 is more accurate." Jim King said, "For that example, yes. I will add that reference Jason requested."

On page 22 Figure 15, Joe Canning asked about pressure pipe placement, if it can be done without 4inch pipe. He said, "One of the goals in a sand mound system is to have the entire bottom of aggregate area get wet…" Jim King said, "I would agree with that, our method is different," and he explained why. Joe Canning shared an observation on possible design and utilization in the market as well as disadvantages and advantages. James Craft said, "Make sure to reference that and Idaho P.E. is required for sand mound installation.

On page 22 Jim King said he would note 1500 sq. ft. Joe Canning clarified the requirement. Joe Canning then asked on Figure 16, "The bottom words 'lateral cleanout', would that ever be very far, how many feet is that?" Jim King said, "It would do a sweep 90 at the end of the pipe. I don't know what event would cause to push out much further; typically it is with in that dimension.

On page 24 Joe Canning asked about 9.3, "I am not sure about the word 'may'. I suggest crossing out that word." Jim King explained what 'may' is referring to. Jason Peppin asked for that to be clarified in the paragraph.

On page 25 Joe Canning asked, "Is there a recommended distance for the vent? I am curious how far one has been put away; I am not saying to add it." Mike Reno said, "What about venting through the high stack on the house instead of the distribution box?" Jim King said, "I would always prefer to vent through the high stack."

On page 26, Jason Peppin commented this information was more on the maintenance side and helpful for the homeowners. Jim King said, "I sent a regulators checklist in August, I will send it again." He sent it to Rachael Smith right then. James Craft commented this would be something used to aide in the inspection process. Jim King noted he had 10 comments to review from the discussion. James Craft said the comments discussed would be posted in the minutes from the meeting. James Craft said, "The chair would entertain a motion."

**Motion:** Jason Peppin moved to table the item until revisions were made and sent to DEQ.

**Second:** Mike Reno

**Voice Vote:** Motion is carried unanimously. Item is tabled until revisions are made and sent to DEQ.

10:33 Break for 10 minutes

**APPENDIX C:**

10:43 AM ***Action Item*** **Lowridge Onsite Technologies – OSCAR-II Treatment System Installation Manual (Approval Request)**

Dave Lowe is invited to the table. James Craft suggested the TGC go page by page in the manual to review the revisions made. On page 2 Mike Reno asked about treated wastewater in the second paragraph. Jason Peppin suggested adding the loading rates reference as well with the hydraulic application rate. Dave Lowe said he would reference the table in the TGM and add, "or as amended".

On page 3 Jason Peppin said to change 4 bedrooms to 3 bedrooms. Mike Reno pointed out that was in a few other locations throughout the manual, on page 6 in the flat site section, and on page 8 at the top of Illustration 3. Dave Lowe added language to page 8 to address Joe's concern. Dave Lowe asked a question on formatting. He will reference the TGM table again at the end of paragraph 2 under hydraulic loading. Jason Peppin asked a question on 500 gpd number. He and Dave Lowe discussed it and would limit it to 3 bedrooms. Dave Lowe said, "I would change it to 600 gpd and will include design flow 600 numbers into the tables again. I will include under the tables '*these flow rates indicate after the 150% safety factor'." Jason Peppin shared concern of the amount of sand on either side of the coil, having a 28ft wide trench and getting effluent to flow to all of the sand; the coil being 7ft and 10ft of sand on either side. Jason said, "With other systems there is a recommended minimum and maximum of sand." Mike Reno said, "We are looking for a recommendation of max separation from coil to coil and from coil to the side of the bed." Dave Lowe said, "In especially tighter soils, need to include max width from basal to the edge." Mike Reno said, "The confusion is more on a flat site, we need it for a flat site." Dave Lowe said, "Max basal area is 15ft. Coils need to be spread evenly with in that length." Mike Reno asked, "If effluent will travel the 4ft to the edge of the sand bed. To fully utilize that area, are we loading a smaller footprint or are we utilizing the full length of the sand." Dave Lowe said, "Yes, We have done tests and it is wet to the edge of the containment vessel. That is if you don't underload the system, like having 2 people in a 4 bedroom house. Then the vegetation wouldn't be as lush on top because the effluent was less."

On page 6 Mike Reno said to put max 15ft on the diagram. James Craft said, "Throughout the document we will check that the numbers line up with the flow."

On page 11 James Craft mentioned diagrams 11 and 12 were clarified. Dave Lowe said, "We will change 6 inches of sand to 12 inches of basal on the bottom diagram." Mike Reno and James Craft said, "Yes this would be under sand mound criteria." Jason Peppin mentioned to have it in the manual that a P.E. designs the system. Dave Lowe said, "I will add that in the manual. 'A system must be designed by a P.E. licensed in Idaho', on page 2-3."

On page 12 James Craft said, "The second diagram, the uphill portion should be 12 inches. Can we blow up the diagrams to make them more viewable?" David Lowe agreed to make the diagrams larger.

On page 13 Joe Canning asked, "Have we addressed vertical separations anywhere?" Dave Lowe said, "I will add that table back in, as an appendix in the back."

**Motion:** Mike Reno moved for final approval based on minor edits identified today.

**Second:** Jason Peppin

**Voice Vote:** Motion is carried unanimously, final approval pending DEQ's review of the edits.

11:26 AM ***Action Item*** **TGM Section 4.24 Sand Lined Systems**

James Craft read the following statement into the minutes:

"DEQ has decided not to proceed with the proposed section on sand lined systems in the TGM. During the public comment period, DEQ received comments from Eljen Corporation, Geomatrix Systems, and Presby Environmental, Inc. After DEQ reviewed the comments, DEQ staff determined on July 30, 2018 that this proposed section was not the direction DEQ wanted to go for future product approvals. DEQ feels it is better to approve on a case-by-case basis by the TGC's existing product approval process."

Mike Reno said, "Are the comments received going to be read into the minutes?" James Craft said, "We can certainly send the public comments to the committee. However, DEQ chose not to respond to the comments since they are not pursing it." Mike Reno commented, "The guidance section we are proposing is general and more for field staff than anyone. This is not their main job. They can't be up to date on all products. You can't expect them to carry around 5 or 6 design manuals and the TGM in the field. Regardless of comments received, I think the TGC still needs to proceed with this section, regardless of what we call it. My recommendation would be for DEQ to come up with a compromise with the manufacturers, TGC, and DEQ as to what they want to call it." James Craft said, "I understand what you are saying. Perhaps the manner we went about it was the wrong way. We can certainly see about working with manufacturers and TGC on that. We should also make a cut sheet to address all the manuals for those in the field." Mike Reno said, "The need is still there. The job of the TGC is to do exactly that, to come up with the guidance. To just ignore it is not doing the job we were put on the committee for. We need to have this section." Jason Peppin said, "That is a big concern on the health districts part. Sometimes there is confusion between sorting out requirements between all the manuals. I agree it would be extremely helpful in the field. It is impossible to keep it all straight." Mike Reno said, "We need something to put on the permit. We can't write on the permit Eljen, Infiltrator, or Presby…." Kendall Unruh said, "On my submittals to the health district I write a system name on the permit." Mike Reno said, "Right, but we don't put the name on the permit. We can't list any company's product on the permit as a health district, for legal reasons. If proprietary devices are what we call it, then fine. But we do need something for the staff." James Craft said, "We will take your comments into consideration. For right now we are

not moving forward with the section until we can get something better."

**New Business**

11:36 AM ***Action Item*** **TGM Section 2 Soils and Ground Water**

James Craft read the following statement into the minutes:

"As formality, this topic is a repeat due to not being listed on the June 7th TGC agenda. In the interest of time, I invite interested parties to review the meeting minutes at 11:45AM for more information about the discussion.

In short, Jason Peppin asked about the sieve numbers listed in the TGM and how this differs from the Nation Resources Conservation Service guidelines. Mike Reno suggested based on medium sand requirements if the soil sample had at least 25% passing the number 30 sieve, it is not coarse sand. The soil sample would have enough fines in the column to treat effluent. Mike also commented that you could just use one pan by using the number 35 sieve from the USDA table then."

**APPENDIX D:**

11:38 AM ***Action Item*** **TGM Section 4.23 In-Trench Sand Filter. Discuss proposed edits and figure descriptions.**

James Craft said, "The caption on Figure 4-41, should say impermeable layer instead of porous layer and #4 should say filter and impermeable limiting layer." James Craft added a note to that in the TGM on #4, page 4-137." Mike Reno said, "I don't agree with removing the words, "the normal high ground water," and explained why. Jason Peppin mentioned, "What about the issue if there is no ground water, like in the Spokane aquifer." The TGC discussed edits and those were reflected in the manual.

**Motion:** Joe Canning moved for preliminary approval based on edits made today.

**Second:** Mike Reno

**Voice Vote:** Motion is carried unanimously. Edits will be posted to DEQ's website for a 30 day public comment period.

**APPENDIX E:**

11:42 AM ***Action Item*** **Dry-Flush product approval request. Review Dry-Flush product information and discuss requirements for approval.**

James Craft said this product came from Kellye Eager's district and asked, "How do we want to approve it or even list it in the TGM." Mike Reno asked, "Is this something we even need to approve?" Jason Peppin said, "Panhandle Health District does not always have ties to building permits in 4 of 5 counties in my area. We need to make sure it is crystal clear of what the use is, if for black waste only. We don't always have the benefit of having it in the building permit beforehand." Rachael Smith asked, "Would people be allowed to use this on a permanent basis? We have had issues recently with people using what should be a portable system on a long-term basis when the code specifies temporary." Mike Reno said, "Someone could have one of these possibly in a dry cabin somewhere." James Craft said, "We could list this product in Section 5 of the TGM, but maybe as a separate table. We should develop how this type of product would be approved." The table discussed, "Maybe we could change the name of the composting toilet section to 'non-

discharging system', sections 4-15 and 4.4." Mike Reno said, "You could combine incinerating toilet, composting toilet, and non-discharging systems." James Craft said, "Do we need to wait until we draft a combine section for this item before approval for the Dry Flush product?" The table agreed the product could be approved prior to editing the sections.

**Motion:** Jason Peppin moved to approve the Dry-Flush product.

**Second:** Joe Canning

**Voice Vote:** Motion is carried unanimously. The Dry-Flush product is approved and will be added to the TGM.

**APPENDIX F:**

11:51 AM ***Action Item*** **Nature's Head product approval request. Review Nature's Head product information and discuss requirements for approval.**

James Craft asked the TGC for any comments on the Nature's Head product and how TGC would like to proceed for the approval process. Joe Canning asked for clarification on the vent hose. Mike Reno and Jason Peppin said, "We could approve this in a house with water as long as there was a system to take care of the water." Jason Peppin said, "I want to make that clear in the guidance section." Joe Canning said, "Is the 12 volts enough power?" James Craft said, "Is there any concerns with the temperature controls?" Mike Reno asked, "Are they NSF certified?" James Craft said, "This product is not NSF certified." Jason Peppin and Rachael Smith asked if the electric was just for the fan. James Craft thought it might be for a heating element. Rachael Smith said, "I am not reading anything about a heating element, just an agitator for waste." Mike Reno said, "It seems like if it has power hooked to it, it would warrant NSF approval." James Craft said, "Maybe we should table this for further research and contact the manufacturer for more information." Jason Peppin said, "I don't see where it talks about disposal of liquid waste." Rachael Smith said, "The disposal section doesn't say anything about liquid on the left side of page 16. It says, 'dispose of contents in a conventional manner'." The TGC agrees that don't think this will work as is. Mike Reno said, "We should ask for clarification from the manufacturer before we deny."

**Motion:** Joe Canning moved to table this product until more information from the manufacturer was given, and especially with the urine disposal aspect.

**Second:** Mike Reno

**Voice Vote:** Motion is carried unanimously. The Nature's Head product is tabled until more information is submitted from the manufacturer.

12:03 AM ***Action Item*** **TGM Section 4.4 Composting Toilet. Discuss Compost Disposal and Requirements**

James Craft suggested TGC table this for another meeting after DEQ proposes to combine other similar sections within the TGM."

**Motion:** Mike Reno moved to table Section 4.4 until we discuss combining sections at the next meeting.

**Second:** Kendall Unruh

**Voice Vote:** Motion is carried unanimously. Section 4.4 was tabled until next meeting.

12:05 PM **Break - lunch on your own (1 hour)**

**APPENDIX G:**

1:05 PM ***Action Item*** **Tom Bruusema- *WaterTomorrow Consulting LLC*. Clearstream seeking ETPS Provisional Approval**

- TGC to clarify acceptable third-party equivalent standards performed by organizations other than NSF.
- Testing performed in accordance with NSF/ANSI Standards, but conducted at geographical locations that may differ from Idaho, e.g. Waco, Texas (NSF) and Prairieville, Louisiana (GCT).

James Craft said, "ETPS are reviewed internally by DEQ for approval, this company submitted 3rd party standards approval. This agenda item is intended to get clarification from the TGC on how DEQ will approve this system based on third party testing submittals." Tom Bruursema gave his presentation, see Appendix G.

Dave Lowe asked Tom Bruursema about the NSF testing standard protocol and if NSF was taking anymore Gulf Coast Testing data. Dave Lowe was under the impression that NSF was not accepting Gulf Coast Testing data. Tom Bruursema explained that NSF was not accepting the data because ANSI had not certified Gulf Coast Testing in the past. However Gulf Coast Testing is now certified by ANSI Tom Bruursema also mentioned that NSF has a facility in Waco, Texas and Louisiana which are similar. Mike Reno said, "We have permission in our guidance to accept 3rd party. I think I would be accepting of this at this time." Kendall Unruh said, "It looks like there are ongoing checks and balances, we should consider that as products are coming in." Tom Bruusema said, "Yes, I agree to that; however, I can't speak directly for NSF and ANSI." Joe Canning said, "We could end up with a list of other accredited testing entities." James Craft said, "Do we want to go down that path?" Joe Canning said, "That's what I am wondering, if we will have a list of approved labs/facilities?" James Craft said, "Yes, according to our guidance we would. Clearstream has submitted to DEQ a sampling plan, a quality assurance plan, and product information. They are ready move forward with the provisional approval process."

**Motion:** Mike Reno moved to approve third party recommended products certified by ANSI.

**Second:** Kellye Eager and Kendall Unruh

**Voice Vote:** Motion is carried unanimously.

**APPENDIX H:**

1:51 PM ***Action Item T*****GM Section 4.5 Drip Distribution Section. Discuss proposed edits.**

James Craft clarified 4.5.2 edits and 4.5.3.1 edits in the TGM. James made edits in the TGM to reflect the discussion at the table.

**Motion:** Mike Reno moved for provisional approval with revisions made today.

**Second:** Joe Canning

**Voice Vote:** Motion is carried unanimously. The TGM Section 4.5 Drip Distribution edits will be posted on DEQ's website for 30 day public comment period.

1:57 PM **On-site Wastewater Program Update**

TGM updates on recently approved septic tanks

James Craft mentioned that Hunter Septic Tanks has a new tank addition to the approved list, a concrete 1,250 gallon tank. This update will be reflected in the next TGM update.

- SepticSmart Week September 17-21

James Craft discussed SepticSmart week and that DEQ will be posting to social media. Health Districts will receive EPA cartoons about SepticSmart week along with the proclamation from the Governor declaring SepticSmart Week for September 17-21. DEQ will post the proclamation to DEQ's website.

- Recording Waypoints from Subsurface Sewage Disposal Drainfields

James Craft said the DEQ source water program is gathering waypoints of septic drainfields as a potential contaminant Geographic Information System layer to consider when developing source water assessments for public water systems. DEQ asked health districts to record waypoints and report to DEQ every six months. James Craft understands some health districts were already recording waypoints of septic systems James Craft mentioned DEQ issued a memorandum to health districts that further describe this data gathering process. Jason Peppin asked for more GPS units because of limitations in the field. We only have one GPS unit and the district gives them flip phones." James Craft said he passed out the GPS units based on how many the health districted requested. DEQ will send out the memorandum again to health districts as a reminder to gather waypoints.

- OnlineRME update

James Craft said, "We have been getting a lot of questions from service providers with how to use OnlineRME. DEQ and OnlineRME discussed the free trial period for service providers and it will be extended to January 1, 2019. DEQ will also be putting a training event together for OnlineRME; this will be sent out to health districts and service providers."

**NEXT MEETING:**

2:08 PM **Schedule Next Meeting**

James Craft scheduled the next committee meeting for December 13, 2018. To be held at the Idaho Department of Environmental Quality's state office at 9:00am.

2:15 PM ***Action Item – Approve*** **Adjourn Meeting**

**Motion:** Mike Reno moved to adjourn the meeting.

**Second:** Joe Canning

**Voice Vote:** Motion is carried unanimously. Meeting adjourned.