

ANNUAL OPERATOR TRAINING PROGRAM

The North Dakota Department of Health is pleased to announce the 56th Annual Professional Water and Wastewater Operator Training Program.

1. **Objectives** - These classes will fulfill the continuing education credit (CEC) requirement for certified operators. You will receive **12 CECs for each session** attended. Roll will be taken during the sessions to verify attendance. Expect to hear presentations regarding regulations and how to avoid mistakes that can lead to non-compliance for your facility. This will include general operation and maintenance topics. **The courses, however, are not geared specifically to prepare operators for certification exams.**
2. **Registration** - Please **preregister** using the **enclosed registration form, or complete your registration form online at <http://www.ndhealth.gov/mf/> and mail or fax to (701) 328-6206 the printed copy.** You may attend both water and wastewater sessions. Please indicate a second choice when selecting class sessions. Please make copies if more than one operator will be attending. **A \$20.00 registration fee payable to the North Dakota Water and Pollution Control Conference (NDWPCC) is required.** This covers attendance at one or more sessions. **A confirmation letter will be sent and must be presented at the time of registration.** If you need to reschedule or cancel, please call Kelly Hochhalter at (701) 328-6628.
3. ***Certification exams - A separate application form is required. An application form and directions are included, please fill out completely, or complete your application form online at <http://www.ndhealth.gov/mf/> and mail to: ND Department of Health, 2639 E. Main Ave., Bismarck, ND 58501. Incomplete applications will be returned. Do not use previous applications. Signed applications must be received by the certification officer 15 DAYS before the examination date. Applications received after the deadline will be rejected. No walk-in exams will be allowed. Please make copies if more than one operator will be testing. Updated application forms will be available online only.***
 - A. *A photograph identification card is required to take exams.*
 - B. *A confirmation letter will be sent and must be presented at the time of testing.*
 - C. *If you need to reschedule or cancel, please call Craig Bartholomay at (701) 328-6626.*
 - D. *Please bring your own calculator and pencils.*
 - E. *Make your check for **\$10.00 per exam, payable to the North Dakota Department of Health, do not mail.** Make payment when you check-in prior to writing exams.*
 - F. *Results of the exams will be sent out after all of the training sessions are completed and after payment has been received for the exam(s).*
4. Registration for training sessions and application for certification exams are separate. Registration and exam fees cannot be combined. Rescheduling training and/or exams will be based on availability. Class size and exam seating are limited. Rescheduling a training session does not automatically reschedule your exam.

5. **Membership** - A \$10.00 membership fee for the NDWPCC is optional. Membership includes the Official Bulletin and may be added to the total payment.
6. **Location** - All training sessions and certification exams will be held at the **Environmental Training Center, 2639 East Main, Bismarck**. Please park on the west or south side of the training center.
7. **Chlorine Meter Training - (for applicable water operators)** - This training is voluntary and will be offered prior to the water treatment and distribution sessions (see schedule). If you would like to participate please provide your own chlorine meter. For more information please call Bob Markhouse at (701) 328-6623.
8. **pH certification - (for applicable wastewater operators)** - This will be offered in conjunction with the wastewater treatment training sessions (see schedule). For more information on the wastewater pH certification or to see if you should attend please call Sarah Waldron at (701) 328-5237.
9. **Sponsors** -
 - ND Department of Health
 - ND Water and Pollution Control Conference
 - ND Chapter of the American Public Works Association
 - ND Section of the American Water Works Association
 - ND Water Environment Association
10. **Special needs** - If you need special accommodations or more information, please call Mike Brisben at (701) 328-6622.
11. A block of rooms at the Ramkota Hotel, 800 South 3rd Street, (701) 258-7700, has been booked under Water and Wastewater Operator Training. If you elect to use the Ramkota Hotel, the rates are \$80.10 (single) and \$100.00 (double) plus tax.

Other hotels based on availability include:

AmericInn (701) 250-1000, \$80.10
 Comfort Inn (701) 223-1911, \$80.00
 Comfort Suites (701) 223-4009, \$80.00
 Comfort Inn and Suites (Mandan) (701) 751-7484, \$80.00
 Country Suites (701) 258-4200, \$115.00
 Days Inn (701) 223-9151, \$69.95
 Expressway Inn (701) 222-2900, \$80.10
 Expressway Suites (701) 222-3311, \$80.10
 Fairfield Inn and Suites (North) (701) 223-9077, \$89.00
 Fairfield Inn and Suites (South) (701) 223-9293, \$80.10
 Holiday Inn (701) 751-8240, \$104.99
 LaQuinta Inn & Suites (701) 751-3313, \$95.00
 Mainstay Suites (701) 223-9119, \$89.00
 Radisson Hotel (701) 255-6000, \$80.10

Ramada Limited Suites (701) 221-3030, \$100.00
Staybridge Suites (701) 223-1499, \$109.00
Super 8 (701) 255-1314, \$69.00

Please note: Taxes will be added to the above rates.

12. Class Schedule:

Water Treatment and Distribution - in Bismarck.

February 29, March 1, and 2, 2016
March 7, 8, and 9, 2016
March 21, 22, and 23, 2016
March 28, 29, and 30, 2016

Check in time for registration is 12:00 - 1:00 p.m. on February 29th, March 7th, 21st, and 28th.
Exams are scheduled from 12:00 - 4:00 p.m. on March 2nd, 9th, 23rd, and 30th.

Chlorine Meter Training - **(for applicable water operators)**

February 29, March 7, 21, and 28, 2016 at 10:00 a.m.

Wastewater Treatment and Collection - in Bismarck.

April 11, 12, and 13, 2016
April 18, 19, and 20, 2016

Check in time for registration is 12:00 - 1:00 p.m. on April 11th and April 18th.
Exams are scheduled from 12:00 - 4:00 p.m. on April 13th and April 20th.

pH Certification - **(for applicable wastewater operators)**

April 11th and 18th at 10:00 a.m.

13. Topics in Water Treatment and Distribution may include:

SDWA Update, Operator Certification, Overview of Water Treatment Rules, BacT Update, Stage I & II Disinfectants/Disinfection By-products Rules, Filtration, Chlorine Meters and Measurements, Disinfection of Pipes and Reservoirs, Fire Hydrants, Groundwater Rule, Lead and Copper Rule, Math, Cross Connections, Pumps, System Security, Fluoridation, Well Head/Source Water Protection, and others.

14. **Topics** in Wastewater Treatment and Collection may include:

Wastewater Basics, History of Wastewater Treatment, Troubleshooting, Physical Aspects of Lagoons, Wetland Systems, Microbiological Life in Ponds, Collection Systems, Operator Certification, Math, Discharge Permits, Lift Station Rehabilitation, Stormwater Update, Pond Construction, and others.

15. **All operators working in public water treatment and/or distribution systems which serve a population of 3,300 or less are eligible for reimbursement. Please pick up the appropriate forms during the training sessions. After payment to the North Dakota Water and Pollution Control Conference and/or state is made, you may apply for reimbursement.**

16. The 2016 Registration Form, Application for Operator Certification exams, and frequently asked questions can be located by clicking on calendar and publications on the Division of Municipal Facilities website at: <http://www.ndhealth.gov/mf/>.

17. **Questions:**

Regarding training sessions, call Mike Brisben at (701) 328-6622.

Regarding exams, call Craig Bartholomay at (701) 328-6626.

Regarding chlorine meter training, call Bob Markhouse at (701) 328-6623.

Regarding pH certification, call Sarah Waldron at (701) 328-5237.