

**Minutes of the  
Arkansas Water Well Construction Commission Meeting  
December 11, 2015**

The regular meeting of the Arkansas Water Well Construction Commission was held on December 11, 2015 at 9:00 AM in the Arkansas River Room at Arkansas Natural Resources Commission, 101 East Capitol, Suite 350, Little Rock, Arkansas.

Commissioners in attendance: Chairman David Washington; Vice Chairman Lance Jones; Commissioners Ernest Pender, David Gilbert, and Randy Young, Executive Secretary.

Arkansas Natural Resources Commission staff in attendance included Crystal Phelps, General Counsel; Deanna Ray, Associate General Counsel; Jessica Wallace, ANRC Administrative Services Manager; Todd Fugitt, Geology Supervisor; Jacob Harvey, Water Well Inspector; Perry Dotson, Water Well Inspector; Jackie Broach, Ground-Water Administrative Analyst.

Chairman Washington called the regular meeting of the Arkansas Water Well Commission to order and welcomed Frank Elder, of Frank Elder Well Supply, Shane Elder and Eric Stovasand of Elder Drilling and Supply, and Mrs. Tawana Gilbert.

**Approval of Minutes:**

Chairman Washington presented the October 2, 2015 Commission Minutes. Executive Secretary, Randy Young, made a motion to accept the Minutes as presented, seconded by Commissioner Gilbert. Motion carried.

**Executive Secretary's Report:**

Executive Secretary, Randy Young, introduced Ryan Benefield, the new ANRC Deputy Director, to the commission and gave a brief overview of Deputy Director Benefield qualifications as a Chief Engineer, and as former Deputy Director for the DEQ. The AWWCC welcomed him and stated they look forward to working with him.

**Financial Report:**

Jessica Wallace, ANRC Administrative Services Manager, presented the monthly financial report ending November 30, 2015. She reported Total Revenue of \$172,598.42; YTD Expenses of \$72,225.81; and YTD Net Revenue of \$100,372.61, leaving a Cash Balance of \$362,379.53 Investments of \$35,532.73; and a Total Fund Balance of \$397,912.25. She reported revenue was still on track.

Financial Report was approved

### **AWWCC Billboard Contracts:**

Deputy Director, Ryan Benefield, presented the contracts for the billboards the AWWCC has rented in four areas of the state. He made recommendations to accept two year contracts versus one year contracts for all the billboards, which would get better pricing for the commission; to accept the competitive contract from RMAC Outdoor Advertising for the Texarkana area; to switch the Mtn. Home billboard contract to Ozark Poster, as well as renewing the Harrison billboard with Ozark Poster; and to renew the Mt. Ida billboard contract with Fenix Industries. Chairman Washington asked have there been any responses from the public generated by the billboards. Deputy Director Benefield responded there were none that could be directly attributed to the billboard advertising. Commissioner Pender responded that he had received calls from the public regarding the Texarkana sign, and Chairman Washington stated that he also had received responses from the public regarding the billboard advertisements, and stated that changing locations in Mtn. Home would be a good move. Commissioner Pender responded that the change in location was also good for Texarkana. Deputy Director Benefield advised that if the commission chose to continue the billboards at the end of the two year contracts, they may want to look at changing locations and also the graphics. Commissioner Pender made a motion to accept the billboard recommendations as presented, seconded by Commissioner Gilbert. Motion Carried.

### **Legal:**

Associate General Counsel Deanna Ray gave handouts to the commission highlighting changes to Act 1287 regarding Conflict of Interest for members and former members of certain State entities and invited them to call with any questions they may have regarding these changes.

Associate General Counsel Ray also advised the commission that the issue of stipend/expense reimbursement would be addressed at the February AWWCC meeting, giving the commission time to consider whether they wanted to accept reimbursement or not.

Next, Associate General Counsel Ray discussed changes to Act 1066 regarding Licensing, Registration, and Certification for certain professions as well as reinstatement of licenses and certification that had lapsed. She pointed out the change in the Law states that anyone who has or had let their license, registration or certification lapse for ten or more years does not have to start over as an apprentice, as was previously required. She noted that the law states that they are required to take a test, to have 2 letters of recommendation, and pay a late fee. Associate General Counsel Ray also went over the changes made to the Rules and Regulations as recommended to the commission by the Rules, Regulations and Fees Committee in prior AWWCC meetings and were subsequently approved by the commission. Associate General Counsel Ray advised these changes have been approved by the Governor and the website will be updated to reflect these changes. Commissioner Pender made a motion to accept all the changes as adopted, seconded by Executive Secretary Young. Motion carried.

### **Construction Report Database QA/OC and Query Procedures**

Todd Fugitt, ANRC Geology Supervisor, reported on the changes to the

Construction Report Database regarding QA/QC and Query Procedures. He state that protocols and methods must be applied to ensure that data are properly collected, processed, stored, used and maintained at all stages of the scientific data lifecycle. Mr. Fugitt stated that QA focuses on building-in steps to prevent defects while QC focuses on checking for quality. QA/QC ensures the correct steps are followed and to ensure the reports submitted and data in the WWCD are of high quality date and are properly managed. The metric for successful implementation of the QA/QC plan, includes achieving a minimum of 95 percent date accuracy and validation based on the review of construction reports submitted to ANRC. Mr. Fugitt stated this will be accomplished through the following steps:

- Random audit of 2 percent of online reports
- 100% audit of reports entered by staff
- Reports that are not legible or in compliance will be returned to contractor for correction
- Contractors who submit fewer than 5 reports will be contacted by AWWCC Inspector
- Public and contractor queries will be based on well location. All information will remain available to ANRC staff and for any inquiry in compliance with the Freedom of Information Act
- Inputting and editing information is limited to authenticated users who are approved by ANRC
- Data Input validation (JavaScript is used to validate data entered)
- As staff resources allow, bring historical data into compliance with current data validation requirements
- Continued effort to merge the WWCD with the USGS National Water Information System (NWIS) to join all available site information
- All data entry is completed through webpage encryption to maintain online privacy and security for all contractors.
- Database is protected with unique user and password entry
- Routine Back-ups are performed

Executive Secretary Young reported that it has been difficult to get approval for hiring for vacant positions due to a hiring freeze, especially this water well position. He stated that he is continuing to work on getting approval, but if he doesn't get it by mid-January, he would like the commission to call the Governors' Office stating their support for this position. He will advise them of the outcome.

Jackie Broach presented the following applicants for Commission approval:

**STATUS OF THOSE ALREADY APPROVED**

<u>EXAM</u>	<u>EMPLOYER NAME</u>	<u>CITY/STATE</u>
None		

**NEW DRILLER APPLICANT**

<u>EMPLOYER NAME</u>	<u>CITY/STATE</u>
Timothy Frost	Terracon Consultants Bryant, AR

Commissioner Pender made a motion to approve this applicant, seconded by Commissioner Jones. Motion carried.

**NEW PUMP INSTALLER APPLICANT**

	<b><u>EMPLOYER NAME</u></b>	<b><u>CITY/STATE</u></b>
Kirby D. Valentine	Moore Brothers	Lincoln, AR

Commissioner Gilbert made a motion to approve this applicant, seconded by Commissioner Pender. Motion carried.

**NEW DRILLER APPRENTICE APPLICANT**

	<b><u>EMPLOYER NAME</u></b>	<b><u>CITY/STATE</u></b>
Scotty Mullins	Monette Well & Pump	Monette, AR

Commissioner Pender made a motion to approve this applicant, seconded by Commissioner Gilbert. Motion carried.

**NEW PUMP INSTALLER APPRENTICE APPLICANT**

	<b><u>EMPLOYER NAME</u></b>	<b><u>CITY/STATE</u></b>
None		

**Inspectors Report – 10/2/15:**

- Illegal Drilling and Pump Installer
  - Independence Co.
  - Madison Co.- (Pump work) On going
  - Newton Co.- (Pump work) Case prep
  - Searcy Co.- (Pump work) On going
  - White Co.
- Well Inspections
  - Lonoke Co. – New well construction. NO violation.
  - White Co. – New well construction. NO violation.
- Rig Inspection
  
- Contractor Visits
  - Chicot Co.
  - Lonoke Co.
- Anonymous calls on contractors (0)

Water well database Report (August-September) 2015

- 66 well reports entered by staff.
- 192 well reports entered by contractors
- Total well reports entered in 2015( January-December 8th) – 1696

Help in collecting water level measurements for the ground water report.

**Other Business**

Executive Secretary reported that the Nominating Committee for 2016 Officers met and the committee recommends retaining David Washington as the Chairman and Lance Jones as the Vice-Chairman. Commissioner Pender made a motion to accept the recommendations of the Nominating Committee, seconded by Commissioner Gilbert. Motion carried.

The following dates were approved for the 2016 AWWCC meetings:

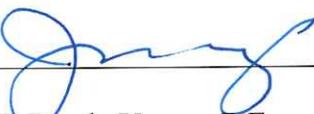
- February 5, 2016
- April 1, 2016
- June 3, 2016
- July 29, 2016
- October 7, 2016
- December 2, 2016

Chairman Washington reminded the commission of the AWWCC Reception hosted by the commission at the AWWCC winter meeting being held at The Clarion on Lake Hamilton on January 28<sup>th</sup> from 5:00 PM – 6:00 PM. He also reminded the commissioners that the Statement of Financial Interest forms are to be completed by each commissioner and filed with the Secretary of States' office by January 31, 2016.

Chairman Washington thanked the ANRC staff on behalf of the commission for all the work they did in 2015 for the AWWCC.

Mr. Frank Elder, of Frank Elder Well Supply, wanted assurance that the QA/QC procedures would be put into effect after this meeting. Executive Secretary Young responded that Todd Fugitt would be contacting USGS immediately after this meeting to give the go-ahead for the changes to be made.

Meeting adjourned.

  
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J. Randy Young, P.E.  
Executive Secretary

  
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Date