DRINKING WATER PROGRAM
SFY 2008
WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES
Guidance and Reporting Checklist-

August 2008

This Guidance and Reporting Checklist attempts to capture all of the tasks which make up a state's drinking water program. This includes all Primacy elements and other statutory requirements under the Safe Drinking Water Act, and those activities which could be funded with the DWSRF set-aside funds, Operator Certification Expense Reimbursement Grants (ERG) or the state Water Protection Coordination (Security) grants.

This Guidance captures activities for one year as the WVDHHR does not wish to develop a two-year workplan and PWSS application reflecting a two-year budget at this time.

This Guidance links the various aspects of the drinking water program to EPA's Strategic Plan goals, objectives and subobjectives. Example Outputs and Outcomes have been included, but states are encourage to identify as many Outputs and Outcomes under the various program components as possible.

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All reporting is considered to be via the semi-annual self-assessments, unless noted otherwise.

New Focus Activities for SFY **2009**

These are the activities which need special emphasis during the year due to their importance or due to a regulatory deadline. These are listed here to capture your attention. These activities should not reduce the focus placed on responding to acute health contaminants at all public water systems.

X Continuation of Emergency Preparedness/Increased Security Activities with both state staff and public water suppliers, including responding to threats and emergencies. **Security integration and efforts related to the 10 features of an active and effective security program are also high priorities.**
X New Rule Development and adoption or submission of extension requests. Implementation of new federal rules to the extent possible under state regulations and as per extension or Early Implementation Agreements.
X State specific activities.
X Continuation of Operator Certification Programs and Expense Reimbursement for training.
X Continue to improve quality systems and documentation of these systems, including revisions to QMPs and/or QAPPs as necessary due to the adoption of new regulations.
X Continue to improve data quality in SDWIS.

The reporting on these activities should be done in the corresponding section of the Checklists.

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Description of Joint Evaluation Process

The joint evaluation process will include semi-annual progress reports by the state, including the elements of 40 CFR §§ 35.115 and 31.40-41. EPA will assist the state in the development of a reporting checklist tool, completing the status of any known items for the state. The state will further complete the reporting checklist tool and submit to EPA on a semi-annual basis. EPA will review and provide feedback on these progress reports as quickly as possible. EPA will meet with the state, typically planned for mid-year timeframe, to discuss progress under the grant, any obstacles or short comings and make recommendations to the state for corrective action. EPA will provide all findings in writing to the state and may require the submission of a corrective plan by the state. In the event that resources do not allow EPA to meet with the state, e-mail and telephone discussions will take place to complete this evaluation.

Consistent with the need to be accountable for grant funds, state should identify outputs and outcomes from grant and grant related activities.

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DRINKING WATER PROGRAM GUIDANCE AND REPORTING CHECKLIST

Goal 2: Safe and Clear Water--Ensure drinking water is safe. Restore and maintain oceans, watersheds and their aquatic ecosystems to protect human health, support economic and recreational activities, and provide healthy habitat for fish, plants and wildlife.

Objective 1: Protect human health by reducing exposure to contaminants in drinking water (including protecting source water), in fish and shellfish, and in recreational waters.

Subobjective 1: Water safe to drink.

Workplan Component/Program: PWSS **Workyears:** 2009

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2. Activities Required to Maintain Public Water System Supervision (PWSS) Program Primacy. See elements of 40 CFR §§142.10, 142.12, 142.14, 142.15, and 142.16.

Outcomes: Implementation of an effective drinking water program as described in the workplan, increasing the knowledge and awareness of water suppliers of drinking water regulations; improved public health protection; increased public awareness of drinking water quality; achievement of compliance with drinking water regulations; measureable progress toward achievement of all outputs.

2.1 Data Management
Outputs: Ensuring accurate and complete data related to inventory, compliance and enforcement activities are provided to EPA in a timely manner, each quarter

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Task 2.1.1

Participate in and follow-up to EPA **Data Verification Audit findings.** State will address major findings of the report and **report to EPA on its activities/plans to prevent future occurrences.**

Outputs/Progress To Date [Relationship between discrepancies from most recent DV Report (February 2006) with current Action Plan (March 2006) to address those discrepancies.]

(First part of each answer is the finding; remainder of sentence is the current status).

1. WVDHHR (State) should not delete "reporting" violations. For PWS that submits late test results, the State credits test result but still requires system to implement PN requirements for late submittal.

2. The State should determine compliance in a timely manner. The State has determined the violations through the 2nd Quarter of 2008.

3. The State should encourage systems to use labs that meet Federal Regulatory Detection Levels (RDLs). The State Regulatory Coordinator evaluates the RDLs of laboratories used by the water systems and informs appropriate OEHS personnel regarding those water systems requiring increased monitoring due to the use of labs with RDLs above the Federal limits.

4. The State should encourage District Offices to continue to update inventory information. The District Offices have been updating and continue to update inventory information as it is discovered during Sanitary Surveys or in conversations with the water systems. Compliance & Enforcement also communicates inventory changes to the District Office when new information is gleaned from conversations with the water systems.

5. The State should ensure that systems have sanitary surveys every 5 years or every 3 years. The District Offices have been completing and continue to complete Sanitary Surveys within the required frequency.

6. The State should ensure that systems of more than 4,900 take Total Coliform Rule (TCR) samples throughout the month, though not on the same day. Water systems and District Offices have been advised of this requirement. District Offices check the records during site visits to ensure that TCR samples are taken at different times of the month.

7. The State should ensure that disinfectant residual compliance calculations are completed. The SDWIS/State software program automatically performs compliance computations. Data entry over-ride procedure has been corrected. SDWIS values for MRDL computations should now be correct.

8. The State should issue a violation when a system fails to sample for chlorine residual, regardless if it sampled for TCR. State has developed a process to address this issue and will begin implementing the work process when additional resources become available.

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9. The State should ensure that Total Organic Carbon (TOC) compliance calculations are well-documented. The calculations are documented on the State EW-90C form.

10. The State should ensure that if maximum Maximum Residual Disinfectant Level (MRDL) is exceeded, systems will receive a violation. State is aware of the problem. Additional staffing requirements are being addressed to enable full implementation of enforcement activities.

11. The State should ensure that systems monitor for Lead and Copper Rule (LCR) at correct intervals and during the summer months. The program is being implemented in its entirety.

12. The State should ensure that Surface Water Treatment Rule (SWTR) reporting failures receive Monitoring and Reporting (M/R) violations. State is aware of the problem. Additional staffing requirements are being addressed to enable full implementation of enforcement activities.

13. The State should ensure that all Public Notice (PN) requirements are met or violations issued. The State issues violations for Public Notice non-compliance.

Future Plans [Next review is scheduled for 2008.]

1. Violations will be issued after water systems are properly notified.

2. The State will complete all required annual violation generation by 2/15 of the following year for upload into SDWIS/ODS.

3. The State Regulatory Coordinator will continue to inform the appropriate OEHS personnel regarding those water systems that require increased monitoring as a result of using laboratories that do not meet Federal EPA guidelines regarding RDL limits.

4. The District Offices will continue to update the inventory information as they become aware of changes.

5. The District Offices will continue to complete Sanitary Surveys in accordance with Federal requirements.

6. OEHS will continue to ensure all the water systems are notified to spread TCR sampling throughout the month.

7. Chlorine Residual Data will continue to be entered into SDWIS/State in the proper manner, enabling SDWIS/State to compute proper values.

8., 9., 10., 11., 12. and 13. OEHS will implement this program in its entirety when compliance officer positions become fully staffed.

14. The State is continuing to develop a standardized lab reporting form. Generally, the labs are reluctant to make the change. The State will contact each individual lab to better understand their unwillingness to revise their formats.

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15. We plan on continuing to work on improving our process in the future.

16. The triennial "program review" is scheduled for the week of July 7, 2008.

Outcomes/Benefits (Lessons learned, if any) [Discuss any proactive measures to avoid reoccurrence of discrepancies.]

Inadequate staffing in the Compliance area resulted in a number of deficiencies in the data verification report. Increased staffing and training of the staff have now progressed to a point where some ~~the~~ findings can now be addressed. Additional staffing is being addressed to completely implement all regulatory requirements.

Violations and inventory updates are reported as required through SDWIS/STATE Web Release 1 (SSWR1). The Operational Data System (ODS) reports are continually updated, and if any reporting problems occur, we notify our regional EPA office, local system administrators, and our SDWIS contractor, to resolve the situation as expediently as possible.

By notifying all personnel involved with SDWIS, we can usually resolve problems quickly.

Task 2.1.2 (Activity also notes statutory/regulatory citations)

Maintain a data base management system that accurately tracks the inventory (including routine updates of system information), tracks water quality monitoring information, and calculates monitoring and reporting (M/R) and maximum contaminant level (MCL) violations for all rule implementation priorities. §142.14(c)

Outputs/Progress To Date

OEHS recently updated from SDWIS version 8.0 to SDWIS State Web Release 1 (SSWR1). OEHS updates the system inventory information, as the systems make the changes and provide the information to our district offices. SSWR1 is used to enter, track, and review water quality monitoring (bacteriological, radiological and chemical) data. After the monitoring/sampling information is entered, SSWR1 calculates and determines the water systems' compliance with monitoring and reporting also tracks monitoring schedules and assists in development of regulatory correspondence, when needed. Appropriate violation reports are also run from SSWR1. Then OEHS notifies the public water system(s) of their respective violations.

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Future Plans

We will continue to work toward all laboratories making the changeover to the standardized lab forms and make necessary adjustments to implement the program. We will then monitor our data entry personnel's response to the standard form, and randomly check our data to determine if productivity and quality of data entry increases.

Outcomes/Benefits (Lessons learned, if any)

We continue to evaluate our process to receive and process monitoring/sampling information. OEHS works with our SDWIS Contractor to assist with any SDWIS problems.

Task 2.1.3 (Activity also notes statutory/regulatory citations)

Report quarterly (within 45 days of the end of each quarter) all violations and inventory updates for all systems, and for all rule implementation priorities, to the Safe Drinking Water Information System (SDWIS)/Operational Data System (ODS) Also report any problems in reporting to SDWIS/ODS on time. §142.15(a) & (b)

Outputs/Progress To Date

The current procedure is to run SDWIS FedRep beginning about 30 days after the end of each calendar quarter, review the FedRep error reports and make modifications to correct the errors. FedRep continues to be run up until 45 days, and corrections made, up until the scheduled upload date. There are three modules submitted: Inventory, Actions (Violations), and Samples (Lead & Copper

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90th percentile exceedences). No problems encountered this reporting period.

Future Plans

Plan to continue this procedure for the foreseeable future.

Outcomes/Benefits (Lessons learned, if any)

Task 2.1.4 (Activity also notes statutory/regulatory citations)

SDWIS/ODS reporting includes the following activities. Particular emphasis should be placed on continuing efforts to improve data quality and reporting in the areas of Nitrate monitoring and reporting (M/R) and MCL violations; Lead and Copper Rule M/R violations; Total Coliform Rule violations and reporting of all enforcement actions.

a. Report all inventory updates with at least all of the mandatory reporting elements that determine grant eligibility. Refer to *Appendix A of the Consolidated Summary of State Reporting Requirements for the Safe Drinking Water Information System (SDWIS)* documentation, for the details on this reporting.

Outputs/Progress To Date

Inventory information is entered by District Office staff, who are the individuals who primarily discover inventory changes for OEHS. OEHS uses SDWIS/State Web Version 1. Mandatory reporting elements must be entered or an error message is shown to the data entry person, in most instances. Also, when Fed Rep is used prior to upload to SDWIS/ODS, a completeness and error report will indicate additional missing data elements. All mandatory reporting elements for inventory updates are being reported.

Future Plans

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OEHS will continue to input inventory updates either directly or through migration of data through a contractor-developed tablet PC field tool.

Outcomes/Benefits (Lessons learned, if any)

SDWIS/State Web Version 1 in conjunction with Fed Rep are excellent tools to use to avoid missing mandatory reporting elements that determine grant eligibility.

Task 2.1.4 (Activity also notes statutory/regulatory citations)

b. Report all M/R, MCL, Public Notification (PN), and treatment technique violations for all rules including M/R violations for unregulated contaminant monitoring. This activity includes tracking monitoring results, and recording violations for all community water systems (CWS), non-transient non-community water systems (NTNCWS), and transient non-community water systems (TNCWS).

Outputs/Progress To Date

OEHS enters water system test results and reports into SDWIS/State Web Version 1 as data is received.

No sooner than ten (10) days after the end of an applicable compliance period, State personnel generate a SDWIS/State pre-compliance violations list to determine violation validity (e.g. checking items such as sample entry into SDWIS/State to verify data non-submittal by the water system). A notice of a violation letter and the appropriate Public Notice templates/requirements are mailed out to the water systems. The violations are reported to SDWIS/ODS on a calendar quarter basis after the end of each calendar quarter (i.e. February 15, May 15, August 15 and November 15).

Data is being entered into SDWIS/State Web Version 1 for all current rules. As new rules are promulgated, we train and prepare to enter any new data, as required.

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OEHS converted to SDWIS State Web Release No. 1 in August 2007.

Future Plans

Upon implementation of the Unregulated Contaminant Monitoring Rule Round 2 (UCMR-2), state personnel will coordinate with EPA HQ and EPA Region III for them to issue appropriate violations.

Outcomes/Benefits (Lessons learned, if any)

Task 2.1.4 (Activity also notes statutory/regulatory citations)

c. Report all formal enforcement actions and successfully link them to all appropriate violations.

d. Report all variances and exemptions.

e. Report all milestone information required under the regulations.

f. Report all required SWTR data (e.g., treatment codes for all surface water, purchased surface water, GUDI and purchased GUDI sources, seller's public water system identification (PWSID) number for purchased surface water and purchased GUDI sources, filtration reason codes, etc.).

Outputs/Progress To Date

c. When a formal enforcement action is levied against a water system (i.e. Administrative Order), a copy of the enforcement document is sent to appropriate OEHS personnel and Federal EPA. The enforcement actions are then linked to the violations in SDWIS/State Web Version 1.

d. One exemption has been issued for the 7/1/07 to 06/30/08 time period. This exemption expired on December 31, 2007.

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e. There were no 90th percentile Lead/Copper concentration exceedances or milestone status changes during the 7/1/07 to 06/30/08 time period.

f. District Office personnel continually update SDWIS Inventory information on water systems during their Sanitary Surveys, which includes treatment codes, sources, PWSID, filtration reason codes, etc.

Future Plans

c. The work process will continue to be implemented.

d. Future exemptions will be reported to EPA.

e. Future lead/copper 90th percentile exceedance levels will be reported and actions taken in accordance with the Lead/Copper program, and milestone changes reported, via SDWIS/State Web Version 1 and SDWIS/ODS.
f. District Office personnel will continue to update SDWIS/State Web Version 1 Inventory information as they acquire data during their Sanitary Surveys.

Outcomes/Benefits (Lessons learned, if any)

Task 2.1.4 (Activity also notes statutory/regulatory citations)

g. Report compliance achieved, identify and correct erroneous data, and submit deactivation data to SDWIS/ODS for all applicable systems, especially Significant Non-compliers (SNCs).

Outputs/Progress To Date

Any system that returns to compliance is assigned the appropriate enforcement code in SDWIS/State Web Version 1. Erroneous data that are found are corrected in a timely manner, including any unwarranted violations that were generated due to the erroneous data. The District Offices promptly enter deactivation data into SDWIS/State Web Version 1 and contact the Central Office so the

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accompanying monitoring schedules can also be deactivated in SDWIS/State Web Version 1 in a timely manner.

Future Plans

Central Office and the District Office personnel will continue to ensure that the SDWIS/State Web Version 1 data is accurate and up-to-date.

Outcomes/Benefits (Lessons learned, if any)

Task 2.1.5 (Activity also notes statutory/regulatory citations)

Plan for and make system programming changes to meet any changes to the reporting requirements that will be effective in FY **2009,** FY **2010** or FY **2011** (Appendix A of Document EPA-812-B-95-001 summarizes all of the current reporting requirements.) Specifically, plan for SDWIS Modernization, new regulation reporting requirements in sufficient time to meet reporting deadlines of these new rules. Also see Implementation Guidances for each new rule for details on data management/data reporting requirements. §142.15

Outputs/Progress To Date

WV has been reporting via http://cdx.ep.gov for multiple years, which is an integral part of SDWIS modernization.

OEHS Staff review Implementation Guidance for each new rule as the guidances become available and plan for implementation of the new rules.

OEHS converted to SDWIS/State Web Version 1 in August 2007.

Future Plans

OEHS tentatively plans to convert to SDWIS/State Web Release Version 2 sometime after January 1, 2009.

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Outcomes/Benefits (Lessons learned, if any)

Using the most current version of SDWIS/STATE to the maximum extent possible keeps OEHS up-to-date with new regulation reporting requirements in sufficient time to meet reporting deadlines of new rules.

Task 2.1.6 (Activity also notes statutory/regulatory citations)

Verify and ensure the accuracy of SDWIS/ODS data when SDWIS printouts are made available to the State.

Outputs/Progress To Date

SDWIS Reporting Services are used to review the Federal Data. Corrections are made to SDWIS/State when errors are found and are uploaded to SDWIS/ODS at the next scheduled date to correct the Federal database.

Future Plans

OEHS plans to continue the above process.

Outcomes/Benefits (Lessons learned, if any)

Discrepancies between State data and Federal data should decrease over time.

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Task 2.1.7 (Activity also notes statutory/regulatory citations)

LCR unaddressed violations - Update data on PWSs that received a violation for monitoring or missed milestones and that do not have a follow-up action reported for compliance achieved (i.e., SOX) that is linked to the violation. §142.16(c)(4)

Outputs/Progress To Date

There have been no unaddressed LCR violations for the time period spanning 7/1/07 to 6/30/08.

Future Plans

The LCR program will continue to be implemented in its entirety.

Outcomes/Benefits (Lessons learned, if any)

Task 2.1.8 (Activity also notes statutory/regulatory citations)

Report **Public Notice (PN)** violations on a routine basis where appropriate. §142.15(a)(1)

Outputs/Progress To Date

571 PN violations were issued during the time period spanning 7/1/07 to 6/30/08.

Future Plans

PN violations will continue to be reported and recorded in SDWIS/State

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Outcomes/Benefits (Lessons learned, if any)

Task 2.1.9 (Activity also notes statutory/regulatory citations)

For **new rules**, (CCR, PN, M/DBP, LCRMR, Rads, Arsenic, **LT2, S2DBPR, LCRSTR, and GWR**) enter data into SDWIS. States not using SDWIS/State must develop the capability of reporting to SDWIS as per Extension/Implementation Agreements. For new rules which are in effect, but the state does not have Primacy, report information for EPA, Region III to make compliance determinations (see specific reporting needs in applicable Extension or Letter Agreements).

Outputs/Progress To Date

Data is being entered into SDWIS/State Web Version 1 for all current rules. As new rules are promulgated, OEHS trains personnel and prepares to enter any new data, as required.

OEHS has converted to SSWR1 and trained personnel in its use.

Future Plans

OEHS plans to continue the current procedure.

Outcomes/Benefits (Lessons learned, if any)

Keeping current with the most recent version of SDWIS/STATE allows entering data and transfer of information to SDWIS/Fed.

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2.2 Compliance and Enforcement including Implementation of all PWSS Program Activities required by 40 C.F.R. §§142.15 & 142.16. Activities are listed by general first and then by National Primary Drinking Water Regulation (NPDWR).

Outputs: Undertaking enforcement program with informal and formal actions; making compliance determinations consistent with federal regulations; developing and delivering training programs for staff and public water suppliers.

Task 2.2.1 (Activity also notes statutory/regulatory citations)

Complete **Annual Compliance Report** by July 1st, for previous calendar year. Provide report to EPA Washington DC with copy to Region. SDWA Section 1414(c)

Outputs/Progress To Date **[Provide date of latest compliance report submitted]**

The 2007 Annual Compliance Report was submitted ~~sent~~ to EPA on 6/30/08.

Future Plans

We expect to submit the 2008 Annual Compliance Report by July 1, 2009.

Outcomes/Benefits (Lessons learned, if any)

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Task 2.2.2 (Activity also notes statutory/regulatory citations)

Promote compliance with the regulations. Notifying all systems of regulatory requirements and responding to questions (this includes CWSs, NTNCWSs and TNCWSs), taking enforcement action against recalcitrant or noncompliant systems, providing technical assistance, and issuing waivers, variances and exemptions, where appropriate.

Outputs/Progress To Date

1. The Compliance Officers responded to at least 1059 calls between 7/1/07 to 6/30/08.

2. The following number of enforcement documents were issued: 1656 notice of violation letters, 57 Administrative Orders without Penalty, 12 Food Permit Suspension Warning Letters, and 7 Food Permit Suspension Requests.

3. Compliance and Enforcement will continue to issue Food Permit Suspension Warning Letters that alert a water system to an impending enforcement action if "return to compliance" actions are not quickly implemented.

4. Compliance & Enforcement will continue to issue a warning letter 3-4 weeks prior to the end of a monitoring period reminding water systems that test results and required reports require receipt by the primacy Agency no later than ten (10) days after the end of the appropriate compliance period.

5. Approximately 1099 water systems have received their monitoring schedules from OEHS by January 31, 2008, to remind them of their upcoming sampling requirements.

6. Compliance & Enforcement has been working closely with Capacity Development to identify those water systems that have a better chance of returning to compliance with assistance or consolidation into a better managed water system than with enforcement tools.

Future Plans

1. An Administrative Order with Penalty tool is being developed to strengthen enforcement actions.

2. District Office staff will be addressing compliance issues with specific water systems in their Districts to encourage systems to correct issues that are causing violations and thus avoid enforcement actions against them.

3. Recalcitrant water systems appearing on the SNC Report will be noted on our Office of Environmental Health Services web site.

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4. OEHS will continue to enhance its internal enforcement tracking system to include additional oversight actions when a water system does not respond or respond positively within specific time limits. This includes issuing Administrative Orders with Penalties.

5. Monitoring schedules will be sent to public water systems from OEHS by January 31, 2009 to remind them of their upcoming sampling requirements.

6. In addition to the Food Permit Suspension Requests, Compliance & Enforcement will continue to issue Food Permit Suspension Warning Letters that alert a water system to an impending enforcement action if "return to compliance" actions are not quickly implemented. OEHS will continue to enlist assistance from local health departments.

7. Compliance and Enforcement will continue to develop specific tools to deal with small water associations and businesses that are chronically out of compliance.

8. Compliance and Enforcement, in conjunction with other OEHS and OLS groups, is developing the Lab Standardization Sheets to minimize test result errors and, consequently, unwarranted violations.

9. Compliance and Enforcement will continue to issue a warning letter, 3-4 weeks prior to the end of a monitoring period, reminding water system that test results and required reports require receipt by the primacy Agency no later than ten (10) days after the end of the appropriate compliance period.

Outcomes/Benefits (Lessons learned, if any)

The Food Permit Suspension Request has been extremely valuable in returning to compliance those water systems that require a food permit.

The Food Permit Suspension Warning Letters can save interagency efforts to revoke a permit and appears to have the desired effect of bringing a significant number of water systems into compliance.

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Task 2.2.3 (Activity also notes statutory/regulatory citations)

Maintain records of pertinent State decisions (e.g., filtration decisions, waiver determinations, public notification provisions). Report to system files all responses to M/R and MCL violations in accordance with escalation procedures as negotiated in the State Compliance Strategy. Report to system files all documentation of informal enforcement activities (e.g. NOVs or any other action with a data field in SDWIS that is not considered formal like an Admin. Order) §142.14

Outputs/Progress To Date [Discuss implementation of compliance strategy to address violations during reporting period]

All enforcement documents are maintained for the appropriate retention times.

Future Plans

The program will continue to be implemented in its entirety.

Outcomes/Benefits (Lessons learned, if any)

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Task 2.2.4 (Activity also notes statutory/regulatory citations)

Provide responses on SNC systems, on a quarterly basis using the standard format supplied with quarterly lists, to the **Ground Water and Enforcement** Branch. Work with EPA SNC Coordinator to determine why problems are occurring and take steps to correct.

Outputs/Progress To Date **[Provide dates of quarterly responses to SNC reports]**

OEHS has been working with EPA Region III SNC Coordinator on a quarterly basis to evaluate the validity of the SNC violations and to determine the best way to reduce the number of water systems on the SNC report. Enforcement tools and options have been discussed to return recalcitrant water system to compliance, including Federal and State NOVs/Administrative Orders, Food Permit Suspension Warning Letters, Food Permit Suspension Requests, and the use of other Agencies.

Future Plans

OEHS will continue to evaluate new tools and procedures to reduce the number of water systems on the SNC reports.

Outcomes/Benefits (Lessons learned, if any)

The number of systems requiring enforcement actions continues to decrease albeit at a slower pace. The continued decrease may be attributed to (1) increased use of the Food Permit Suspension tools, (2) increased District Office and County Sanitarian "team involvement", (3) increased use of sample collection reminder letters, and (4) more liberal use of EPA enforcement actions, especially warning recalcitrant systems of the Federal Administrative Order with Penalty. There are a number of systems that recur on the SNC list, due to their lack of financial and personnel resources, and make it difficult to increase compliance rates. Capacity Development has been working to assist them in returning to compliance.

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2.2.5 Government Performance and Results Act (GPRA) State Reporting Measures and Key PWSS Program Performance Indicators.

GPRA Measures: Reporting is met by reporting the required quarterly SDWIS compliance data or through other reporting already done under other initiatives such as the Source Water Matrix or Wellhead Protection Program reports. For information not already reported to EPA, **reporting frequency is semi-annual**. The **following are the GPRA State Core Performance Measures and Associated Reporting Requirements: A** - EPA Region III PWSS Key Performance measures - **FY'05** will serve as the baseline for the **FY'09-'10** time frame. See Table in PWSS Guidance, Attachment B. Compliance with many of these measures is tracked in SDWIS. Further reporting is required for measures relating to source water protection and sanitary surveys.

Task 2.2.6 (Activity also notes statutory/regulatory citations)

SWTR: Implement the entire rule. **(§141.70-§141.76, subpart H)**

Report in semi-annual self assessment the number of GUDI assessments completed and expected timeframe for completion of remainder. Source type changes should be recorded in SDWIS. Deadlines to install filtration must be met.

Give status of %s for active/seasonal systems and unresponsive/orphan systems.

For reporting purposes, we have established 1/01/04 as a benchmark. Systems that became active or existing systems that added new sources after 1/01/04 are separated and considered new.

GUDI Status Systems (Active) Prior to 1/01/04:
Community – 100% Classification – 0 Testing
NTNC – 100% Classification – 0 Testing
NC – 100% Classification – 0 Testing

GUDI Status Systems Active After 1/01/04 to 6/30/08:
Community – 4 testing new wells, 1 new system testing
NTNC – 1 testing new wells, 6 new systems testing
NC – 1 testing a new well ; 18 new system testing

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Future Plans

New systems and sources have been and will continue to be contacted to complete testing at their earliest convenience. New systems and sources for existing systems are added to the GUDI inventory on an ongoing basis

Outcomes/Benefits (Lessons learned, if any)

OEHS's goal to achieve 100% testing and evaluations for all systems active before 1/01/04 has been completed.

Task 2.2.7

TCR: Implement the entire rule for all system types.

Implementation includes: enforcing routine and repeat monitoring, making compliance determinations, conducting sanitary surveys, and reviewing sample site plans. Enforce additional routine monitoring the month following a positive sample and PN requirements.

Report the number of sample site plans reviewed, and discuss any major TCR implementation issues or problems.

Outputs/Progress To Date

This rule is being implemented in its entirety. Community systems have a monthly TCR compliance rate of approximately 96.2% while non-community systems have a quarterly TCR compliance rate of approximately 89.9% for this reporting period. Sample site plans are reviewed during Sanitary Surveys. See Section 2.4.1 for number of sanitary surveys (number of sample site plans reviewed are the same).

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Future Plans

The findings indicate that: (1) community systems still are more knowledgeable about sample collection requirements and (2) compliance rates increased slightly for both types of systems.

Outcomes/Benefits (Lessons learned, if any)

OEHS will continue to educate water systems on the importance of regularly monitoring for Total Coliform whenever possible.

Task 2.2.8

Phase II and V Rule for nitrates and nitrites: Implement the entire rule for all system types. **Implementation includes**: enforcing initial and follow up monitoring, making compliance determinations, and following up on violations.

Outputs/Progress To Date

This rule is being implemented in its entirety.

Future Plans

The rule will continue to be implemented in its entirety.

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Outcomes/Benefits (Lessons learned, if any)

Task 2.2.9

Phase II and V Rule for Chronic Contaminants: Implementation includes making compliance determinations for monitoring that has been conducted, enforcing follow-up monitoring where results are greater than the MCL, and follow-up on MCL violations. States are also encouraged to make development and implementation of waiver programs a priority implementation activity. Enforce follow-up monitoring requirements where results are less than the trigger level. Enforce initial monitoring, and enforce follow-up monitoring where results are between the trigger level and the MCL.

Outputs/Progress To Date

The rule is being implemented in its entirety. The standardized lab sheets (see Future Plans) have been distributed to the West Virginia-certified laboratories for their review and comment. Compliance and Enforcement has received responses and is proceeding with refinement and working with the labs to utilize the standardized format.

Future Plans

To minimize future violations of this nature, steps are being taken to implement the use of these sheets by all WV-certified labs. Each test result will be on a separate standardized sheet to ensure that sampling location/chemicals tested are easily identifiable

Freedom_0005638_0025

Outcomes/Benefits (Lessons learned, if any)

Task 2.2.10

Lead and Copper Rule (LCR) including the **Minor Revisions** for all PWSs: Implement the entire rule for all systems. **Continue efforts to improve PWS's timely monitoring of lead and copper.** Enforce routine water quality parameter monitoring and additional lead and copper monitoring. Enforce public education for all systems. Report action level exceedances and milestone information to SDWIS.

Outputs/Progress To Date

The rule is being implemented in its entirety. Action level exceedances and milestone information is reported to SDWIS/ODS on a quarterly basis. The number of monitoring violations for the 7/1/07 to 6/30/08 6-month, the 2007 annual, and the 2005-2007 were 12, 3, and 59, respectively. The computed compliance rates were 60%, 86% and 90%, respectively.

Future Plans

The rule will continue to be implemented in its entirety. OEHS will supply additional training as needed.

Outcomes/Benefits (Lessons learned, if any)

Freedom_0005638_0026

Task 2.2.11

Stage I DBP: Continue implementation of the Stage 1 DBP. Ensure that systems update their monitoring plan if they change any of their sampling locations or dates.

Outputs/Progress To Date

The rule is being implemented in its entirety except for the TOC compliance evaluation (See Task 2.1.1).

Future Plans

The SDWIS/State Web Release 1 Program will be evaluated to determine the accuracy of the TOC MRDL compliance evaluation.

The TOC compliance evaluations will be implemented in its entirety when additional staffing is obtained and trained.

Outcomes/Benefits (Lessons learned, if any)

Freedom_0005638_0027

Task 2.2.12 (Activity also notes statutory/regulatory citations)

Interim Enhanced Surface Water Treatment Rule (IESWTR: Continue implementation of IESWTR. Provide a list of systems that have had a sanitary survey completed during the previous year and an annual evaluation of your state's program for conducting sanitary surveys (§142.15(c)(5)).

Outputs/Progress To Date

PWSID	System Name	Date Completed
WV3300212	City of Martinsburg	08/22/2007
WV3300218	Berkeley County PSD (Potomac River)	01/08/2008
WV3302016	WVAWC-Kanawha Valley District	01/08/2008
WV3302502	Fairmont	10/31/2007
WV3304011	Putnam PSD	09/13/2007

Future Plans

PWSID	System Name	Date Completed
WV3300516	Weirton Area Water Board	12/13/2008
WV3303516	Wheeling, City of	12/14/2008
WV3302031	St. Albans Municipal	02/06/2009
WV3301307	Lewisburg	03/08/2009

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WV3300608	WVAWC-Huntington District	05/23/2009
WV3301705	Clarksburg Water Board	07/10/2009
WV3304513	WVAWC-Bluestone Plant	07/19/2009
WV3301046	WVAWC-New River Regional Water Treatment Plant	09/12/2009
WV3303111	Morgantown Utility Board	10/19/2009
WV3301905	Charles Town Water	12/13/2009 – **Now >10,000/Not last SS**
WV3302835	WVAWC-Bluefield District	02/23/2010
WV3300202	Berkeley County PSD-Bunker Hill	03/07/2010
WV3302364	Logan County PSD-Northern Regional	05/08/2010
WV3304104	Beckley Water Company	06/18/2010
WV3302104	WVAWC-Weston	04/04/2010

Outcomes/Benefits (Lessons learned, if any)

Freedom_0005638_0029

Task 2.2.13

Rads: Implement the Radionuclides Rule. Work with PWS's, as needed, to ensure they are aware of their regulatory requirements.

Work with the appropriate state agency to identify systems designated as "contaminated" or "vulnerable to contamination" by nuclear effluents and monitor accordingly.

Outputs/Progress To Date

The rule is being implemented in its entirety including the "grandfather" evaluation which can lead to revised scheduling.

Most systems received a grandfather waiver – no sampling required until after 1/1/08. MCL systems not receiving grandfather waivers have received 49 M/R and 1 MCL violations for the 07/01/07 to 06/30/08 time period.

Future Plans

Water systems will continue to receive violations in 2008 if they do not have 4 consecutive quarters of monitoring in 2007, or were not on reduced monitoring beginning in 2008.

Outcomes/Benefits (Lessons learned, if any)

Freedom_0005638_0030

Task 2.2.14

Arsenic: Implement the Arsenic rule. Work with PWS's, as needed, to ensure they are aware of their regulatory requirements and can meet lower MCL effective January 22, 2006. Initiate compliance agreements with systems out of compliance.

Outputs/Progress To Date [Report positive change in population protected by new MCL achievement.]

The 7/1/07 to 6/30/08 quarterly M/R, 2007 M/R, 2005-2007 M/R, and 7/1/07 to 6/30/08 MCL violations numbered 1, 0, 0, and 0, respectively. This describes compliance rates of 89%, 100%, 100%, and 100%, respectively.

Future Plans

The rule will continue to be implemented in its entirety.

Outcomes/Benefits (Lessons learned, if any) [Report positive change in population protected by new MCL achievement.]

The Arsenic Rule impacts 427 water systems having a customer base of 1,217,304 people.

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Task 2.2.15

FBRR: Review plant recycling information during sanitary surveys.

Outputs/Progress To Date

PWSID	System Name	Date Completed
WV3305104	WVAWC-Webster Springs	07/23/2007
WV3304011	Putnam PSD	09/13/2007
WV3303917	Terra Alta Water Works	10/03/2007
WV3302016	WVAWC-Kanawha Valley District	01/08/2008

Future Plans

Filter Backwash Recycle records will be reviewed at appropriate water systems during Sanitary Survey inspections.

Outcomes/Benefits (Lessons learned, if any)

Freedom_0005638_0032

Task 2.2.16 (Activity also notes statutory/regulatory citations)

LT1: Continue to implement the LT1 Rule. Inform the affected systems of their requirements under the rule and report any violations to SDWIS/ODS. (§142.12).

Outputs/Progress To Date

Monthly Operational Reports (MORs) are submitted by applicable water systems to OEHS, where the turbidity and chlorine residual data are entered into SDWIS/State on a routine basis. The turbidity data is provided to District Offices, where it is entered into the AWOP TURBOPT spreadsheet/graphing program and subsequently reviewed with systems' operators.

Data Management receive MOR's where the turbidity data is entered into SDWIS.

Future Plans

Will continue to identify non-compliant systems, implement appropriate enforcement actions, and provide technical assistance and training as needed.

A work process is being developed to automatically generate turbidity exceedance violation letters and fully implement the program

Outcomes/Benefits (Lessons learned, if any)

Systems have been implementing-treatment process modifications to lower furnished water turbidity to meet or exceed the LT 1 requirements. Improved water quality resulted in less public health risk.

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Task 2.2.17

All Other Currently Regulated Chemicals: Take enforcement actions for all arsenic MCL and M/R violations. Enforce total trihalomethane monitoring and MCL violations. Enforce current radionuclide standards. Enforce monitoring for other contaminants. Enforce against systems with other MCL violations.

Outputs/Progress To Date

The SDWIS State Compliance Decision System (CDS) Reports are run routinely to identify potential M/R and MCL violations. When violations are verified, NOV letters, with PN requirements, are sent to the administrative contact and violations are recorded concurrently in SDWIS/State Web Version 1, with appropriate enforcement actions electronically linked to the violation.

Future Plans

Will continue to update CDS reporting and Pre-Compliance Evaluations to keep up with any regulatory revisions.

Outcomes/Benefits (Lessons learned, if any)

Freedom_0005638_0034

Task 2.2.18

PN Rule: Include public notification requirements in compliance assistance and enforcement actions that are taken on MCL, treatment technique, and M/R violations following all aspects of Revised PN Rule effective May 2002.

Outputs/Progress To Date

PN requirements are included with each violation letter addressing MCL, TT, and M/R violations in accordance with the PNR.

Public Notice violations are issued and recorded in SDWIS/State for failure to perform Public Notice requirements.

Future Plans

The rule will continue to be implemented in its entirety.

Outcomes/Benefits (Lessons learned, if any)

Freedom_0005638_0035

Task 2.2.19 (Activity also notes statutory/regulatory citations)

Revise the **State Compliance Strategy** to reflect changes in the State and Federal regulations, including revised Penalty Authorities, any new or revised State MCLs, any new SNC definitions, State procedural or organizational changes, and State/U.S. EPA Enforcement Agreements. The revisions should also include updated timely and appropriate flow charts for TCR, total trihalomethane, Radionuclides, Phase 2 and 5, SWTR, Lead Ban, and LCR violations, the CCR rule, IESWTR and DDBP rule, LCRMR, Arsenic, FBRR, LT1, and other new rules when available. The charts should trace the State's response from identification of a violation through the State's most formal enforcement tools to final compliance. §142.11

Outputs/Progress To Date [Revised compliance strategy.]

The State Compliance Strategy is being revised to reflect our present work processes to attain and maintain compliance with the Federal and State Drinking Water Standards.

Future Plans

The State Compliance Strategy will be revised as necessary to reflect the most current regulations.

Outcomes/Benefits (Lessons learned, if any)

Freedom_0005638_0036

Task 2.2.20

Screen data submitted by public water systems for evidence of data falsification, and take **follow-up enforcement action** as appropriate.

Outputs/Progress To Date

Staff routinely reviews sampling and operational reports for suspicious entries, inconsistencies and omissions.

No enforcement actions were taken during this reporting period. Districts were given access to scanned MORs to review, especially those on the SNC list.

Future Plans

The District Office Staff will continue to review MORs for possible data falsification and to compare the water systems' data with spot data checks of their own (i.e., chlorine residual checks on specific dates).

Outcomes/Benefits (Lessons learned, if any)

The District Office staff has the tools to more easily determine possible data falsification by comparing the water systems' data with spot data checks of their own (i.e. chlorine residual checks on specific dates).

Freedom_0005638_0037

Task 2.2.21 (Activity also notes statutory/regulatory citations)

Maintain records of tests, measurements, analyses, decisions, and determinations performed on each PWS to determine compliance with application drinking water regulations; sanitary surveys, enforcement actions, vulnerability determinations, Public Notice, etc.; make records available to the Regional Administrator upon request. §142.14

Outputs/Progress To Date

Hard Copy Records are maintained in Central Office, in a consolidated file system for all divisions of OEHS. Hard copy documents can be readily accessed if needed. The data in the files is purged every 3 years and archived to a location where they can be maintained for at least 12 years.

Future Plans

We will be planning for the possibility of purging and archiving on a more frequent basis, or potentially moving the files to a less-compromised location for the Continuity of Operations Plan (COOP).

Outcomes/Benefits (Lessons learned, if any)

Freedom_0005638_0038

Task 2.2.22 (Activity also notes statutory/regulatory citations)

Consumer Confidence Report: Implement the CCR Rule (§142.12). Report on implementation of CCR Rule (§142.15, §142.16(f)). States must report violations and enforcement actions directly to SDWIS by 11/15th.

Outputs/Progress To Date

Violation letters and Administrative Orders were issued for late or non-submitted CCR's in accordance with the CCR Rule. Water systems were instructed to submit their CCR certification form simultaneously with their CCR Report since a significant number of violations occurred because the water systems did not submit the certification forms by the October 1 date, even though they completed the other required actions.

CCR Reports were reviewed for timeliness and completeness. Any necessary compliance enforcement actions were taken.

Future Plans

The rule will continue to be implemented in its entirety

Outcomes/Benefits (Lessons learned, if any)

See above

Freedom_0005638_0039

2.2.23 Consider this a place holder for the Office of Enforcement and Compliance (OECA) reporting measures. [As far as we know, there are no additional reporting requirements for the States. OECA primarily looks at SNCs, SNCs which have returned to compliance, and those SNCs which are Exceptions. OECA Priorities include implementation and enforcement of microbial rules and Federal enforcement of new rules]

2.3 Regulation Development and Authority

Adopt all rules on schedule as required by §142.12 and any Special Primacy requirements found at §142.16. States are strongly encouraged to adopt rules within the two years deadline to avoid a crunch in future years. Complete all primacy application packages as specified in any applicable memorandum of agreement or extension agreement. Report on any major implementation issues or problems. Apply for extension of time to adopt new regulations within two years of promulgation. Region III prefers **at least a 3 month lead time** to complete Extension Agreements by this deadline. Also see EPA Region III's Binders, mailed to each State as the Implementation Guidances become final (these contain the primacy revisions to specific rules and new primacy requirements to be added as per SDWA 1996).

NOTE: All rule effective dates, primacy revision package/extension request dues dates are included in Appendix A of the PWSS Guidance Document.

Task 2.3.1 (Activity also notes statutory/regulatory citations)

Analytical Methods Rule Changes: Continue to implement the State rules so that these are as stringent as the analytical method changes published on December 5, 1994, March 5, 1997, December 1, 1999, May 15, 2001, October 23, 29, 2002, in the Federal Register. §142.12

Outputs/Progress To Date

West Virginia has adopted all federal rules in 40 CFR Part 141 by reference as promulgated by April 18, 2007, which includes all of the above analytical method rule changes.

Future Plans

West Virginia plans to adopt all federal rules by reference, whenever feasible, as soon as practical.

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Outcomes/Benefits (Lessons learned, if any)

Adopting federal rules by reference has simplified the primacy application process.

Task 2.3.2 (Activity also notes statutory/regulatory citations)

Maintain required statutory and regulatory authorities (those upon which primacy approval was based). Report on the status of any State reorganizations, and their effects on statutory or regulatory authorities, and on implementation.

Report on any changes to statutory, regulatory or laboratory certification status of the State Primacy Agency. §142.12

Outputs/Progress To Date

No changes have been made during this reporting period.

Future Plans

No changes are anticipated, other than those necessary to obtain primacy for new rules that may be promulgated.

Outcomes/Benefits (Lessons learned, if any)

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Task 2.3.3 (Activity also notes statutory/regulatory citations)

Prepare for and adopt **Ground Water Rule (GWR):** Submit Primacy Revision Application or Extension Request to EPA by November 2008 based on November 2006 final rule promulgation. §142.12 and §142.16

Outputs/Progress To Date

A proposal has been made to modify State Rules to be in conformance with the Ground Water Rule. Comments have been received from interested stakeholders.

A committee was formed to revise the State regulations to eliminate conflicts between them and the Federal GWR.

In June 2008, the proposed State regulatory changes were submitted to the WVDHHR regulatory liason in preparation for the 2009 Legislative session.

Future Plans

November 2008 – Submit EPA extension request
Spring 2009 – Approval of State Rule change by Legislature
Fall 2009 – Submission of Primacy Application to EPA

Outcomes/Benefits (Lessons learned, if any)

Freedom_0005638_0042

Task 2.3.4(Activity also notes statutory/regulatory citations)

Prepare for and adopt **Lead and Copper Rule Short-Term Revisions:** Submit Primacy Revision Application or Extension Request to EPA by mid 2009. §142.12 and §142.16

Outputs/Progress To Date

OEHS has assigned specific years for PWS's to register for Lead & Copper tap monitoring for those systems on triennial monitoring. The submission to adopt the changes in the state regulations was submitted to WVDHHR Liason in June 2008. The regulatory changes will be enacted by adopting the Federal Rules by reference.

Future Plans

Spring 2009 – Approval of State Rule change by Legislation
Mid-2009 – Submit Primacy Revision application

Outcomes/Benefits (Lessons learned, if any)

Task 2.3.5 (Activity also notes statutory/regulatory citations)

Prepare for **Radon Rule (anticipated May 2009)**. Identify systems which may have elevated levels and work with systems to reduce risk of exposure. §142.12

Outputs/Progress To Date

No activity on this task for this reporting period, based on the currently anticipated action date by EPA.

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Future Plans

Preparation will be implemented when 2009 is nearer.

Outcomes/Benefits (Lessons learned, if any)

Task 2.3.6 (Activity also notes statutory/regulatory citations)

Prepare for other new regulations to be promulgated in 2006, 2007, and 2008 with State rule adoption due 2 years later; Specifically for LT2/Stage 2 DBP Rules, conduct early implementation activities as noted in checklists for these Rules. §142.12 and §142.16

Outputs/Progress To Date [Describe implementation activities]

Public Notice of intent to Grant Primacy was published in the Federal Register June 17, 2008.

Stage 2 and Long-Term 2 Primacy application was submitted and interim approval granted during this reporting period. WV has sent out reminder notices about the IDSE small system and 40/30 Waivers to all affected systems and began quarterly updating Region III. District personnel have worked with Schedule 3 & 4 systems in preparing IDSE plans and source water monitoring plans.

Future Plans

District Office staff will continue to work with the affected systems to maximize compliance.

Outcomes/Benefits (Lessons learned, if any)

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2.4 Surveillance and Technical Assistance

Outputs: Report # or % sanitary surveys and other inspections/visits of water systems; permitting of drinking water facilities to assure that the design and construction of facilities will be capable of compliance with drinking water standards.

Task 2.4.1 (Activity also notes statutory/regulatory citations)

Maintain an adequate sanitary survey program. Document deficiencies found in the surveys and follow-up to correct these deficiencies within the State's authority. Please provide the number of CWSs, NTNCWSs, and NCWSs which are scheduled for sanitary surveys in FYs **2009** and **2010** in the State's workplan and provide an update on the number of surveys completed. Please report on any key survey deficiencies or issues at SNC systems. §142.16

Report in semi-annual self assessment the number of sanitary surveys, **key survey deficiencies or issues** and the number of GUDI assessments completed and expected timeframe for completion of remainder. Give status of %s for active/seasonal systems and unresponsive/orphan systems.

Source type changes should be recorded in SDWIS. Deadlines to install filtration must be met.

Outputs/Progress To Date

# of sanitary surveys conducted at:

Ground Water CWS = **40**

Surface or GUDI CWS = **113**

NTNCWS = **21**

TNCWS = **106**

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(TOTAL # OF SANITARY SURVEYS CONDUCTED JULY 1, 2007 – JUNE 30, 2008 : 280)

GUDI Assessment Status: Please refer to Section 2.2.6.

Future Plans (Projections)

State will conduct required number of sanitary surveys per EPA frequency guidelines as follows:

	FY 2009 (July 1, 2008 – June 30, 2009)	**FY 2010 (July 1, 2009 – June 30, 2010)**
CWS	138	141
NTNCWS	22	22
TNCWS	53	84
TOTALS	**213**	**247**

Outcomes/Benefits (Lessons learned, if any)

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Task 2.4.2 (Activity also notes statutory/regulatory citations)

Maintain adequate plan and specification review program to assure that design and construction of new and modified drinking water system facilities will be capable of complying with the drinking water regulations.

Please provide an update on the number of reviews completed, or key problem areas in semi-annual self-assessment. §142.10

Outputs/Progress To Date

____ (#) plan reviews

_____ (#) permits issued

	FY 2008 Plan	FY 2008 Actual
Water plan reviews (#)	450	486
Water permits issued (#)	250	303

Future Plans

Outcomes/Benefits (Lessons learned, if any)

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Task 2.4.3 (Activity also notes statutory/regulatory citations)

Maintain the capability to respond to emergency circumstances and to ensure provision of potable drinking water under emergency circumstances. Update Plans as necessary. Please report on any ongoing emergency issues in self-assessment. §142.10

Outputs/Progress To Date [Describe efforts, e.g., revisions to state plan]

Central and district office staff identified as key emergency responders and provided cell phones, pagers, and Global Positioning System (GPS) units.

OEHS staff participated in both classroom and online National Incident Management System (NIMS) and Incident Command System (ICS) training sessions.

Summer interns updated the OEHS emergency contact database, which contains public water systems' and local health departments' emergency contact information. (July 1 – August 10, 2007 and June 16 – 30, 2008).

Backup power generation capabilities assessed at approximately sixty five percent (65 %) of West Virginia's community public water systems.

Staff surveyed community public water systems to determine the existence of pipeline interconnections between systems.

Potable drinking water provided during emergency circumstances by using water supply storage vessels, interconnections with other public water systems, and/or bottled water supplies. (ex. Milton water treatment plant break-in, November, 2007).

Future Plans

New staff will participate in NIMS and ICS training.

Purchase additional special portable radios, enabling emergency communications when cell phones, pagers, and conventional land line

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telephones are inoperable. Each district office will have these special portable radios.

OEHS emergency responder lists will be updated when appropriate.

Summer interns will update OEHS emergency contact database information, including public water system pipeline interconnections and backup water sources. (July 1 – August 8, 2008 and summer, 2009).

Staff will continue assessing community water system backup power generation capabilities and electrical connection needs. These assessments will continue until all community water systems have been sized.

Maintain emergency preparedness and provide assistance to systems in restoring operations.

Provide assistance and support to systems in developing and maintaining mutual aid programs. (i.e. West Virginia Water/Wastewater Agency Response Network [WV WARN]).

Continue sponsoring emergency preparedness themed workshops for water system operators and management.

Outcomes/Benefits (Lessons learned, if any)

Cell phones, pagers, and GPS devices enhance communication between OEHS emergency responders and other key responders (agency, water systems, law enforcement, and local health departments) during emergencies.

OEHS staff is prepared to utilize NIMS and ICS principles during emergency situations.

Updated emergency contact database enhances communication between OEHS emergency responders, water systems, and/or local health departments during emergencies.

Public water systems effectively utilize temporary backup power generators when/if needed.

Potable drinking water supplies available through various methods and sources during emergency situations.

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Task 2.4.4 (Activity also notes statutory/regulatory citations)

Maintain documentation for and implement a Quality Management System which includes an adequate laboratory certification program. Update the State Quality Management Plan for the PWSS Program. The State **PWSS Quality Management Plan (QMP)** documents the Standard Operating Procedures (SOP) and QA/QC requirements for the laboratory and the PWSS quality assurance systems. The QMP will include management and organization regarding QA, descriptions of technical tools of QA for all program functions including: laboratory certification and SOPs; PWS compliance, inventory and monitoring data; personnel qualifications and training, and other information. This plan is mandatory for all PWSS grant recipients and must be updated annually or as needed.

Submit additional requested documentation for conditional approved plans to make QMPs approvable.

40 C.F.R. §30.54 and 31.45 and EPA Guidance–EPA QA/R-2

Outputs/Progress To Date

According to Section 2.6 of EPA Guidance QA/R-2 (March 2001), plans are applicable for five years. WV QMP/QAPP was approved in 2005. WVDHHR Office of Laboratory Services (OLS) submitted a proposed revision to Office of Environmental Health Services for review in early 2006.

Future Plans

Additional information will be added, joint meetings will be held with OLS and EED to discuss any contentious issues and resolve. Current goal is to finalize revisions sometime in 2010. EPA has allowed us to combine the QMP and QAPP since at least 1998 (allowable under item 1.2 in both the R-2 and R-5 documents). OEHS is proceeding under the assumption that this will continue to be the case in future submittals.

Outcomes/Benefits (Lessons learned, if any)

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Task 2.4.5 (Activity also notes statutory/regulatory citations)

Develop, implement and update documentation for **Quality Assurance Project Plans (QAPP)** for collection, transport and analysis of samples intended for developing information or data to be used for implementation of the PWSS Program. QAPPs are to follow EPA guidance on plan development. QAPPs are not necessary if State PWSS Program staff do not collect any samples in the implementation of the PWSS program. These plans must be updated as needed. 40 CFR §§30.54 and 31.45, EPA Guidance EPA QA/R-5. Review QAPPs of contractors.

Outputs/Progress To Date

See task 2.4.4

Future Plans

See task 2.4.4

Outcomes/Benefits (Lessons learned, if any)

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Task 2.4.6 (Activity also notes statutory/regulatory citations)

Establish and maintain a state program for the certification of laboratories conducting analytical measurements of drinking water; assure availability to the state of laboratory facilities certified and capable of performing analytical measurements of all contaminants.

State Lab should complete PT sample studies and repeating of any analysis that were unacceptable in make-up studies.

Provide EPA ESC with NELAP certificates of all commercial laboratories.

§142.10(b)(3) & (4) To the extent possible, place listing of labs on website.

Outputs/Progress To Date

West Virginia's laboratory certification for the drinking water program is located within the Office of Laboratory Services within the Bureau for Public Health. There are two divisions dealing with laboratories, environmental microbiology and environmental chemistry. The OLS Microbiological group underwent a program review in September, for both the laboratory and certification program, with no deviations reported. This group made two on site evaluations during the reporting period. The chemical group also underwent a program review, with some deviations reported, and a corrective action plan was submitted to EPA in November. One on site audit was performed during the reporting period. Proficiency testing for the chemistry group was performed in March 2007.

Environmental Chemistry (EC) has implemented an electronic database LIMS for sample log-in, tracking, approval, reporting and storage.

For EC, all PT water studies were completed in second half SFY 2007, including one make-up for manganese.

EC has gained EPA certification and/or approval for additional methods/analyses for Nitrate/Nitrite and Orthophosphate by EPA 300.0, Aluminum by 200.7, Copper by SM3111, and Mercury by 245.1.

EC has completed Initial Demonstration of Capabilities for TOC and SUVA by EPA 415.3 and has been doing compliance monitoring for PWS.

EC completed annual Proficiency Testing in March, for WS-139, and all results were "Acceptable". No make-ups or Corrective Action Reports were required.

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EC remains "Not certified" for Thallium due to equipment failure, which has not been replaced.

A listing of WV certified labs is on the Office of Laboratory Services' website.

EC certification officers performed an On-site Audit of an in-state commercial lab during this period and produced a report for their findings/corrections.

EM lab provided training for 3 Water Plant Operator's certification courses, and has begun E. Coli analysis under Long Term 2 Enhanced Surface Water Treatment Rule for several systems. EM staff have participated in several teleconferences on environmental ethics. EM also completed 6 on-site evaluations of microbiological drinking water laboratories in the past six months.

EPA ESC was provided with NELAP certificates for all commercial laboratories in March 2008.

Future Plans

Consider possible additions/revisions to the State rules under CSR-64-3-13 concerning certification of laboratories.

Microbiological Laboratory plans to conduct 5 on-site evaluations of drinking water microbiology laboratories throughout the state during the next 6 months.

Proficiency Test analyis for Total Coliforms, Fecal Coliforms/*E. coli* and Heterotrophic Bacteria by methods SM9221B/E, SM9222B, SM9223B, SM9223B-QT and SM9215B should be completed within the next 3 months.

The Microbiological Laboratory is gearing up for an increase in *E. coli* samples for the LT2 Enhanced Surface Water Treatment Rule.

Outcomes/Benefits (Lessons learned, if any)

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Task 2.4.7 (Activity also notes statutory/regulatory citations)

Unregulated Contaminant Monitoring Rule Cycle 2 (UCMR2) - Carry out responsibilities under the mutually agreed upon Partnership Agreement (PA). Specifically those activities occurring in SFY **2009**.
- Provide sampling and reporting assistance to those water systems performing monitoring of List 1 and List 2 contaminants;
- Ensure that each system's treatment plant location(s) as latitude and longitude is reported to SDWIS; (this is in addition to the street address);
- Assist EPA in obtaining water system compliance through follow-up contact with those systems non-complying. EPA will provide a list of such systems;
- Review monitoring data reported to SDWARS/UCMR;
- Work with Community water systems to include UCMR data in CCRs.
- **Work with CWS and NTNCWSs to include a notification of the availability of the results of PNs.**

Outputs/Progress To Date

WV District personnel have worked with large systems not properly registered in SDWARS (Safe Drinking Water Accession and Review System). All systems are now properly registered.

Completed paperwork for each small system to allow the District Office to handle all sample collections for these systems.

OEHS District Offices will continue to collect samples for small systems through 2010 and OEHS will send out reminder letters to affected systems, reminding them of CCR and PN requirements near the end of each calendar year.

Future Plans

Outcomes/Benefits (Lessons learned, if any)

Sampling began at some systems in 2008, with District Office personnel encouraging/helping the affected systems collect the samples at the appropriate time.

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2.4.8 Training

Task 2.4.8.1 (Activity also notes statutory/regulatory citations)

Leverage both PWSS and DWSRF grant set-aside funding to **increase the amount of training** made available to operators of public water systems. Training on regulations, treatment technologies (particularly small system treatment technologies), security and public education should be stressed. **Quantitative Outputs:** Report on the type and numbers of training courses given.

Outputs/Progress To Date

____ # training sessions held.
OEHS certification training classes offered during this report period:

	FY 2007
1D Water Operator Certification Training Classes	27
Class I Water Operator Certification Training Classes*	2
Class II Water Operator Certification Training Classes*	2
Class III Water Operator Training Classes	1
Water Distribution Training Classes**	3
Total	35

* OEHS uses the 2% set-aside to provide additional training to water system operators through a sub-recipient agreement with West Virginia Rural Water Association (RWA). The additional certification courses taught by RWA are not included in above totals, but instead are listed separately in Section 3.0.1
** OEHS accepted an existing 5-day Water Distribution training course taught by the WV Environmental Training Center (WVETC) (August 6, 2007, October 29, 2007, and April 7, 2008) towards the Water Distribution certification course requirement until OEHS could develop a certification course and exam. See Section 3.2.1 for more information on the WD certification course and exam. The OEHS WD exam was first administered April 11, 2008.

On September 21, 2007, OEHS participated in the annual Water Festival, which consists of hands-on water-related activities with approximately 200 local 4th and 5th grade students.

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Several OEHS staff presented part or all of the following CEH courses on drinking water program topics at the WV RWA annual conference September 2007:

- CAPDEV Water Class
- Water Regulations & Water Plant Operator Open Forum
- Update of the S2DBPR and the LT2ESWTR Rule
- Funding Agencies Round Table Discussions - WDA, IJDC, WVBPH, DEP & AML

Future Plans

The first OEHS WD certification course will be held August 4-7, 2008.

Continue with the current contract for Water Distribution Operator Certification Training courses. This contract, with WV ETC, will provide a total of 5 courses (one in each district office area) statewide. Please review the supplemental grants funds progress activity report for additional details on status.

Continue with current contract for Chief Operator Training courses. This contract, with WV RWA, will provide this newly required training two times in each district office area (10 total courses) over the next year. Please review the supplemental grants funds progress activity report for additional details on status.

Post current Water Operator Training Course Manuals and related information on the website.

Continue working with the WVRWA, WVETC and DWERC to enhance training opportunities for water operators.

Continue sub-recipient agreement for water operator training. Refer to section 3.0.1 for more details.

Outcomes/Benefits (Lessons learned, if any) [# individuals trained in (subject) leading to improved compliance rates and increased number of trainers.]

Public Water System Operators trained during this report period:

	FY 2007
1D Water Operator Students Trained*	222

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Class I Water Operator Students Trained	64
Class II Water Operator Students Trained	33
Class III Water Operator Students Trained	12
Water Distribution Students Trained**	48
Total	379

* Two of the OEHS district offices have set-up their 1D training as self-paced, so that individuals can take at their convenience. A total of 30 individuals were trained via the self-paced method during the reporting period.

**Not all Water Distribution course students will apply to become WD certified operators since they may already hold a higher certification that would be adequate.

Refer to Section 3.0.1 for additional information on outcomes from the 2% set-aside not included in above totals.

Task 2.4.8.2 (Activity also notes statutory/regulatory citations)

Train State and local PWSS program staff on new and current regulations and water treatment technologies with a focus on small system treatment technology. EPA Region III will assist wherever possible.

Outputs/Progress To Date

Met with central and district office staff to facilitate implementing new aspects of 64CSR4 such as Water Distribution certification, Chief Operator training and the classification of PWSs.

Attended monthly seminars conducted to discuss SDWA and applicable rules with EED personnel.

Staff attended regional and national conferences that provided additional information on various topic areas.

OEHS staff participated in webcasts sponsored by EPA and other organizations. Staff attended, presented, and provided an exhibit at the WV Rural Water Association annual meeting September 9-12, 2007.

OEHS staff participated in Ground Water Rule training sponsored by EPA Region III June 24 and 25, 2008.

Future Plans

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OEHS plans to continue to encourage staff to participate in webcasts and conferences that will enhance their knowledge of current and future rules and small system technologies.

An internal staff training program is being studied.

OEHS staff will attend sanitary survey training sponsored by Region III.

Outcomes/Benefits (Lessons learned, if any)

Staff became more knowledgeable and able to assist water systems more readily.

2.5 Program Management

Task 2.5.1 (Activity also notes statutory/regulatory citations)

Prepare DRAFT **SFY 2009 and SFY 2010** grant application workplans which addresses all applicable required grant elements, and submit all required grant forms and supporting documentation. 40 C.F.R. Part 31 & 35

Outputs/Progress To-Date [Submission of grant applications]

The SFY 2009 PWSS grant application was submitted to EPA on June 25, 2008.

Future Plans

SFY 2010 PWSS Grant application will be prepared and submitted to EPA early in 2009.

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Outcomes/Benefits (Lessons learned, if any)

OEHS will fund its programs which protect public health by regulating drinking water standards.

Task 2.5.2 (Activity also notes statutory/regulatory citations)

Prepare and submit a final **SFY 2009 and SFY 2010** grant application which addresses all Region III comments on the preliminary draft plan, including all budget documentation and supporting information. 40 C.F.R. Part 31 & 35

Consider two-year applications.

Outputs/Progress To Date [Submission of grant applications]

The SFY 2009 PWSS grant application was submitted to EPA (ROGER GREEN IS RESEARCHING FOR MORE INFORMATION). Any questions or comments will be addressed as soon as possible.

Future Plans

SFY 2010 PWSS Grant application will be prepared and submitted to EPA early in 2009.

Outcomes/Benefits (Lessons learned, if any)

OEHS will fund its programs which protect public health by regulating drinking water standards. Any questions or comments will be addressed as soon as possible.

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Task 2.5.3 (Activity also notes statutory/regulatory citations)

Prepare and submit a semi-annual self assessment which reports State progress in meeting State program plan commitments to the Region. Entails reporting on all activities as identified in the work plan including those performed by the recipient, by contractors and through interagency agreements. **Self assessment shall include:** a progress summary, justification for any outputs not submitted in accordance with the agreed upon schedule, and a discussion of anticipated program problems in the upcoming quarter(s). The first status report should contain a listing of each milestone (output) and their schedule completion dates for all proposals.

It is expected that this document will also serve as a reporting tool. 40 C.F.R. §31.40 and §142.15

Outputs/Progress To Date [Submission of 2 semi-annual progress reports in **SFY2008**]

This report is the semi-annual report for the end of year SFY 2008. It contains outputs and outcomes as proposed in the workplan.

Future Plans

The PWSS Mid-Year report for the first half of SFY 2009 will be submitted to EPA by February 15, 2009.

The PWSS End-of-Year report for SFY 2009 will be submitted to EPA by August 15, 2009.

Outcomes/Benefits (Lessons learned, if any)

The semi-annual report provides a tracking system for completion of proposed activities. Periodic reporting brings focus to activities completed and attention to activities not yet completed.

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Task 2.5.4 (Activity also notes statutory/regulatory citations)

All **changes to the approved work plan** must be discussed with the EPA State Program Manager prior to making the change in order to determine if this is a *significant program change* requiring an amendment or other written documentation for the grant award. 40 CFR Part 31 & 35

Outputs/Progress To Date

There are no proposed changes to the PWSS workplan.

Future Plans

Any proposed changes will be submitted to EPA for approval.

Outcomes/Benefits (Lessons learned, if any)

Discussion and approval from EPA ensures that our program activities remain consistent and in compliance with the SDWA.

Task 2.5.5 (Activity also notes statutory/regulatory citations)

Provide a **Final Financial Status Report (FSR)** documenting **SFY 2008** expenditures within 90 days of end of budget period. If State elects to apply for a two year budget and project period, **SFY 2009** FSR will be an interim submittal. 40 C.F.R. Part 31

Outputs/Progress To Date [Submission of FSR for **SFY 2008**]

The FSR will be submitted to EPA within the required time period.

Future Plans

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State will continue to submit FSR's as required.

Outcomes/Benefits (Lessons learned, if any)

Task 2.5.6 (Activity also notes statutory/regulatory citations)

Maintain records as per §142.14

Outputs/Progress To Date

Please refer to Section 2.2.21 for information on this task.

Future Plans

Please refer to Section 2.2.21 for information on this task.

Outcomes/Benefits (Lessons learned, if any)

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End of info for PWSS Workplan, although option items #4 and #5 could be listed as well for state to choose from and for tracking purposes.

3 Activities Required to Receive Drinking Water State Revolving Loan Fund (DWSRF) Program Allocation

Note: Section 3 is included in this Generic Program Guidance for additional background information and to help describe the full breadth of the SDWA programs. If any state activity to meet requirements outlined here in Section 3 are funded under the DWSRF set-aside funds, they should NOT appear in the PWSS Program grant workplan. See additional National and Regional Guidance for more details on DWSRF applications/workplans.

The activities under Sections 3.0 General Provisions, 3.1 Capacity Development, and 3.2 Operator Certification are required to receive the entire DWSRF Program Allocation. The activities under Section 3.3 Source Water Protection, are not required to receive DWSRF funds. However, if the State wishes to adopt alternative monitoring requirements, the State must have an approved source water protection program, and the State can use DWSRF funds to conduct source water assessments.

Goal 2: Safe and Clear Water--Ensure drinking water is safe. Restore and maintain oceans, watersheds and their aquatic ecosystems to protect human health, support economic and recreational activities, and provide healthy habitat for fish, plants and wildlife.

Objective 1: Protect human health by reducing exposure to contaminants in drinking water (including protecting source water), in fish and shellfish, and in recreational waters.

Subobjective 1: Water safe to drink.

3.0 General Provisions

State is required to prepare a plan that identifies the intended uses of the amounts available to the DWSRF Program annually, including Set-aside funds. SDWA 1452(b)(1)

This portion of the Checklist should be used to capture the 2%, 10% and 15% Set-aside funded activities only. The 4% Administrative set-aside and the loan portion of the program are handled by the **Office of Infrastructure and Assistance (OIA**) in Region III and as such, as not covered here unless specifically identified.

Outputs are as noted below with each set-aside. **NOTE:** State is required to give "detailed" narrative of work being performed and on the "progress" being made under each funded set-aside. Listing activities in one or two sentences does not give a complete picture.

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State's narrative should tell a story, connecting the information from previous reports to current. EPA also suggests including numbers where ever it is feasible (e.g. # of courses held) and discuss results or effectiveness of activities being performed. Report on expenditures for Set-aside funded activities will be submitted annually in the DWSRF progress report submitted to the Office of Infrastructure and Assistance.

Outcomes: Improved operational and/or financial efficiency; improved compliance with NPDWR for systems receiving technical assistance or improved operator performance; attainment of Primacy for new rules (for states using program funds for this purpose); improved data quality (for states using program funds for this purpose); reduced treatment expenses for water systems due to source water protection efforts; improved customer and stakeholder satisfaction; improved efficiency through consolidation or regionalization.

Task 3.0.1: Technical Assistance 2% Set-aside [**Relationship to On-going Program:** Improve understanding of the contribution of set-aside funded activities in supporting other aspects of the State drinking water and ground water programs]

Goal 1: Administer the technical assistance program to provide training, enhance public education regarding water issues, and promote long-term viability of small water systems.

Outputs/Progress To-Date [Refer to 2% Set-aside **Objectives under Goal 1** in DWSRF workplan] **Projection: 2009 Workplan Quantitative Outputs: 28 days of training for CEH; 26 certification sessions for Cls 1D or higher.**

Proposed for Entire Year	Actual Mid-Year Status
50+ days of continuing education training at regional locations.	56 days of training provided during this report period. In addition, 31 days of certification training was provided.
Educational audio/visual aids developed for water system operators.	A sampling video script is currently being developed.
Course manuals and study guides (e.g. math, chemistry) developed and revised to assist water operator training needs.	A Basic Math Handbook for Class I and II water operators was developed Fall 2007. The Class I water operator course manual was also revised Fall 2007. The Class II water operator course manual was developed Spring 2008. A 1D water operator course manual is currently being developed (approximately half complete). A Class III Water Operator Course Manual and an Advanced Math Handbook for Class III and IV water operators will be developed prior to October 31, 2008.
Exam Database maintenance (for class schedules, operator	A database with class schedules, operator attendance, and

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attendance, and certificate completions information).	certificate completions is being maintained.
Drinking water library of written resources and videos maintained for water system operators.	A lending library for audio/visual instructional and informational materials on industry subjects is being maintained. Lending library materials are free of charge to West Virginia water system personnel.
Website available and maintained with water operator resources.	WV RWA maintained its website library at the following link: http://www.wvrwa.org/infocentral/library/library.htm. The homepage allows instantaneous updates on training, schedules, audio/visual items, posting of training materials, and the sharing of general information related to drinking water.
Approved annual budget and work plan.	WV RWA budget and work plan was approved and effective November 1, 2007 through October 31, 2008.
Monthly activity report detailing classes conducted, water system and operator attendance, time diaries, and expenses submitted monthly.	WV RWA provides OEHS with monthly reports on these activities. A comprehensive annual report for Hours for Education and Learning Program (HELP) was also issued. OEHS reviews both the financial and program activities in these reports.
Articles published in trade magazines.	WV RWA *Mountain State Water Line* magazine issued for each quarter of the year.

Future Plans

Complete the process to determine program effectiveness in addressing SDWA issues.

Plans are in place to meet the proposed work plan training activities using Rural Water Association through the sub-recipient agreement. Develop a new sub-recipient agreement continuing education work plan with Rural Water Association to be effective November 1, 2008. OEHS will continue to monitor activities and recommend class changes based on operator needs.

Continue to work closely with RWA to assure timely completion of deliverables in new contract.

SFY 2009 Quantitative output goals: 28 days of training for CEH and 26 days of certification training for Class ID and higher.

Outcomes/Benefits (Lessons learned, if any) [EPA Order 5700.7 to specifically identify outputs and outcomes. Evaluate the success

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of work funded by the DWSRF set-asides.

OEHS believes that the RWA contract for this 2% set-aside is an effective use of EPA funds to provide water operator training and meet their certification requirements. Classes taught directly relate to water system operation, which helps ensure compliance with the SDWA and is supportive of the set-aside outcomes.

OEHS and WV RWA met to determine the effectiveness of the program in addressing SDWA issues last fall (2007) and again this past spring. WV RWA is providing a significant amount of continuing education hours and certification training for water operators throughout the state in regional locations. This regional training minimizes the travel for water operators and makes it more accessible to allowing them to maintain or obtain certification.

Task 3.0.2: Program Management 10% Set-aside [**Relationship to On-going Program:** Improve understanding of the contribution of set-aside funded activities in supporting other aspects of the State drinking water and ground water programs]

Goal 1: Support PWSS Program; **Goal 2:** Effective use of SDWIS; **Goal 3:** Improve water system operators' knowledge, skills, and abilities maximizing public health protection, compliance, and system operation efficiency; **Goal 4:** Enhance zone of critical concern (ZCC) and watershed area upstream of a selected water system surface water intake; **Goal 5:** Initiate and implement a performance based training (PBT) program within the EPA's Region III AWOP guidelines.

Outputs/Progress To Date [Refer to 10% Set-aside **Objectives under Goals 1-5** in DWSRF workplan]

Output: _____ Backflow prevention assembly tester courses held. – See Task 7.3
Output: _____ **Cross connection and back flow prevention plans distributed -** See Task 4.3
Output: _____ Systems assessed based on priority. – See Task 3.1.2.1
Output: _____ Courses reviewed; _____ Courses approved. – See Task 3.2.1

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Goal 1: Support PWSS Program

Proposed for Entire Year	Actual End-of-Year Status
Training conducted for State personnel implementing and enforcing new rules.	See Task 2.4.8.2 for status.
Training conducted for public water system personnel complying with new rules	See Task 4.9 for status.
Violations and/or administrative orders issued for failure to comply with SDWA rules	See Task 2.2.2 for current status.
State legislature approval obtained for revised state rules	There were no changes this reporting period.
SDWA regulations primacy maintained.	Primacy maintained for all rules as of June 30, 2008.
Public Water System Operator Regulations adopted and implemented	There were no changes during this reporting period.
Reports completed accurately and promptly	All reports submitted promptly and accurately as of June 30, 2008.
Concerns or deficiencies identified in the EPA Performance Evaluation Report addressed concerns or deficiencies.	EPA PER concerns were addressed and completed during the first half of SFY 2008.
100+ sanitary surveys conducted each year	See Task 2.4.1 for current status.
District staff reviews permits and plans within requested timeframe	See Task 2.4.2 for current status.
District staff recommendations made to improve water system operations and correct deficiencies	See Task 4.6 for current status.
Complaints investigated promptly	Complaints are investigated as soon as possible after receipt.
Technical assistance provided to water systems	Technical assistance is provided on next visit to area.
Operators throughout the state receive cross-connection control training	See Task 7.3 for current status.
Cross-connection and back flow prevention plans distributed as requested (30-50/year expected)	See Task 4.3 for current status.
Adequate training provided at all water operator courses/back flow tester courses (approximately 5-10/year)	See Task 7.3 for status.

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Goal 2: Effective use of SDWIS

Proposed for Entire Year	Actual End-of-Year Status
Identified errors reduced from the local and federal diagnostic reports	Began addressing errors in the ODS report to WV. Too early to make a comparison.
SDWIS becomes a more accurate data tool.	SDWIS data accuracy is directly dependent on the input accuracy of Data Management (DM) team members. Their accuracy is directly correlated with their knowledge and experience, which is increasing. Through quality control, the accuracy should improve. A Data Management Committee (DMC) has been established and meets monthly to address SDWIS and related data. Data entry protocols were developed and communicated to all individuals entering operator information in Legal Entities of SDWIS during Fall 2007. This will improve consistency and overall data quality as well as facilitate future operator data queries.
The number of preliminary violations approaches the number of final violations	An evaluation of Preliminary Violations and Final Violations for CY 2007 has been done. Data is available to evaluate CY 2008.
Contractor maintains SDWIS Database	Contract was renewed for the 2008 FY and continues to work with EED for production improvements.
Number of certified laboratories submitting data electronically increased	NODE testing has not been successful as of 06/30/08. No progress to date.
Data exchange improves SDWIS accuracy.	The Node and Data Exchange are not functional as of 06/30/08.
Data entry staff focus shifted to data analysis	We have been spot checking data entries to perform data analysis. We are also performing Pre-Compliance checks prior to issuing violations to our public water systems. The Pre-Compliance checks are used as a Quality Assurance and data analysis tools.

Goal 3: Improve water system operators' knowledge, skills, and abilities maximizing public health protection, compliance, and system operation efficiency

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Proposed for Entire Year	Actual End-of-Year Status
Coalition members provided direction for water operator training.	The Coalition did not meet during this fiscal year. OEHS relied on feedback from Rural Water Association and the Drinking Water Exam Preview Committee in-house staff to establish training needs.
Water Operator Certification program compliant with SDWA	Operator Certification Program approved by EPA September 28, 2007. Annual Report submitted to EPA by June 30, 2008 deadline. See Section 3.2.1 for status.
Certificates issued for each completed course.	CEH course instructors are required and reminded to provide all course participants with certificates that include CEH number, course name and number of hours as approved.
Maintained operator continuing education requirements and completed courses for certification renewal.	Each operator must submit appropriate CEH documentation as part of renewal requirements using form EW-102D. This information must then be entered in the SWOCS database to process a renewal.
Maintained approximately 4,000 water operator certifications	The total number of water operator certifications was overestimated in the approved DWSRF workplan. There are currently approximately 2,300 total water operator certifications (1D, WD, OIT, Class I-IV). See Task 3.2.1 for status.
Submitted continuing education courses reviewed and approved or rejected.	The CEH committee schedules monthly meetings, discusses pending course applications, and makes approval/rejection decisions on all continuing education hour applications. Prior to the monthly meetings, the application is circulated to all the committee members and sent to WV Drinking Water Education and Training Coalition members for review and comment. This circulation and comment period typically takes between two and four weeks. See Task 3.2.1 for more details.
Random exams generated from the database.	The Drinking Water Exam Review Committee (DWERC) has decided against a random exam generating database or software. DWERC prefers to have additional time to review each final exam version to verify it follows identified content areas and Need-to-Know criteria as a whole. OEHS is working with the DWERC to develop two fully validated versions of each operator

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	classification exam. Any extra questions developed will be put into a test bank for future exam revisions or editions. See Task 3.2.1 for additional status information.
Provide required certification courses and exams annually.	See Task 2.4.8.1 for status.
Training aids, equipment, study guides, and reference materials available.	Currently working on revising training course manuals, reference lists, and content area outlines in-house and with assistance from Task 3.0.1 Technical Assistance 2% Set-aside projects. Once developed, all resources will be posted to OEHS website and provided as hardcopies in related training courses.
Information distributed to water operators.	Drips & Drops newsletter provided at least bi-annually to all water operators. Website reviewed and revised continually as new information becomes available.
Operators trained in regulatory changes and best practices.	New regulatory and best practices information is included in all operator training courses as it becomes available. For example, all operators were informed of revisions to the operator regulations as part of Class I and II water operator courses and a presentation at the 2007 WV RWA annual conference Fall 2007.
Outstanding water operators recognized.	Continue to participate with nominations for American Water Works Association (AWWA) and US EPA awards. John Inghram with Putnam County PSD received the large system, Operator Excellence Award for EPA Region III on August 23, 2007.
Training and testing procedures modified to reflect actual job activities.	As part of Drinking Water Exam Review Committee, all certification exams and courses are reviewed and revised continuously. See Task 3.2.1 for additional status information.
Meet EPA operator certification requirements.	EPA requirements are continuing to be met. The WV Operator Certification and Training Program annual report was submitted to EPA by the June 30, 2008 deadline. There have not been any federal (type 12) or state operator (type WD) violations issued for the compliance period 7/1/07-6/30/08. There were also no operator suspensions or revocations issued to an individual operator during this reporting period.

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Goal 4: Support the Interstate Commission on the Potomac River Basin

Proposed for Entire Year	Actual End-of-Year Status
ICPRB activities protected shared drinking water sources.	Participated in and provide funding for the Potomac Drinking Water Source Protection Partnership through the ICPRB. This partnership is composed of water utilities and the various governmental agencies responsible for drinking water protection in the Potomac River basin.

Goal 5: Oversee and manage the remaining set-aside fund

Proposed for Entire Year	Actual End-of-Year Status
All grants used effectively.	Please review the supplemental grants funds progress activity report for details on status.
Completed evaluation reports used for subsequent projects.	Please review the supplemental grants funds progress activity report for details on status.
An effective GIS database developed for water systems.	Please review the supplemental grants funds progress activity report for details on status.
Source water protection activities implemented.	Grants Program for Surface Water Systems. Please review the supplemental grants funds progress activity report for additional details on status.
Source water protection plans improved.	Grants Program for Surface Water Systems. Please review the supplemental grants funds progress activity report for additional details on status.
A contract established helping water systems achieve TMF capacity.	Please review the supplemental grants funds progress activity report for details on status.
TMF capacity and system needs identified through surveys.	Please review the supplemental grants funds progress activity report for details on status.
Contractor documented activities and progress reviewed.	Please review the supplemental grants funds progress activity report for details on status.
Source water protection activities implemented.	Contractor Program to implement wellhead source water protection activities. Please review the supplemental grants funds

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	progress activity report for additional details on status.
Source water protection plans improved.	Contractor Program to implement wellhead source water protection activities. Please review the supplemental grants funds progress activity report for additional details on status.
Water systems facilities will have increased security.	Please review the supplemental grants funds progress activity report for details on status.
All funds used effectively.	Please review the supplemental grants funds progress activity report for details on status.
Water system's operators received PBT and AWOP mentoring for 18 months.	Please review the supplemental grants funds progress activity report for details on status.
PBT program water system operator graduation rates increased.	Please review the supplemental grants funds progress activity report for details on status.

Future Plans

Backflow prevention assembly tester courses will be supported through outside contracts.

Data regarding preliminary and final violations is available and comparisons will be made in future reports.

Outcomes/Benefits (Lessons learned, if any) [EPA Order 5700.7 to specifically identify outputs and outcomes] Evaluate the success of work funded by the DWSRF set-asides.

See the outcomes listed in the DWSRF FFY2007 (2008?) Workplan.

OEHS and WV RWA met to determine the effectiveness of the program in addressing SDWA issues last fall (2007) and again this past spring. WV RWA is providing a significant amount of continuing education hours and certification training for water operators throughout the state in regional locations. This regional training minimizes the travel for water operators and makes it accessible to them to maintain their or obtain certification.

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Task 3.0.3: Local Assistance & Other Activities 15% Set-aside [**Relationship to On-going Program:** Improve understanding of the contribution of set-aside funded activities in supporting other aspects of the State drinking water and ground water programs]

Goal 1: Improve drinking water system viability through continued capacity development program strategy implementation; **Goal 2:** Protect source water from future contamination through Source Water Assessment and Protection (SWAP) and Wellhead Protection (WHP) Programs. **National Goal: Continue working towards 2011 goal which states that 50% of CWS and associated population should be protected through substantial implementation of source water protection strategies.**

Outputs/Progress To Date [Refer to 15% Set-aside **Objectives under Goals 1-2** in DWSRF workplan]

9 (#) WHP grants selected; **10** (#) projects reviewed; (#) on-site CDAs – See Task 3.1.2.1

Goal 1: Improve drinking water system viability through continued capacity development program strategy implementation

Proposed for Entire Year	Actual End-of-Year Status
20 or more on-site CDAs conducted annually.	See Task 3.1.2.1 for current status.
New water systems should attain managerial, financial, and technical capacity.	Four applications for new systems have been received during FY2008. All four new systems provided proper applications and necessary information and permits were issued. Three additional systems were evaluated and determined to be either transient systems or not new systems (e.g., well replacement).
Report issued for each assessment.	See Task 3.1.2.1 for current status.
Reference materials and assistance provided to water systems.	Reference materials distributed at WVPSC training, conferences, assessments and CAPDEV meetings. Conducted two CAPDEV meetings, maintained CAPDEV webpage, and had a booth and provided training at the Rural Water Conference.
Contact with each system after assessment to monitor improvements.	OEHS had telephone follow-up after each assessment. OEHS also provided significant follow-up assistance to 12 water systems.
Assistance provided to receptive water systems.	Provided eight direct, on-site assistance water system assistance visits and provided daily telephone assistance.
Water system assessment questionnaire completed.	Questionnaires have been completed for each assessment.

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Water system baseline ranking list generated.	2008 baseline ranking work was initiated during the second half of FY2008. As scheduled, the ranking will be completed during first half of FY2009.
Baseline assessment completed every three years.	Baseline assessment is not scheduled until FY 2009.
Assessed water systems will have a higher capacity increase over the remaining systems.	The most recent baseline trends indicate that assessed systems have improved capacity versus non-assessed systems.
Annual program report summarizing activities.	Annual report was issued in November 2007.
Governor's report every three years.	Governor's report is scheduled for September 2008.
§1420(b)(1) SNC list every three years.	SNC list was completed in July 2006.
Financial and managerial seminars presented at Public Service Commission training and WVRWA conference.	WVPSC board member training was conducted in September 2007 and February 2008. Capital Planning/Asset Management training was provided in the August 2007 WVPSC Manager's Seminar, the February 2008 board member training, and March 2008 municipal officials training. OEHS presented several seminars, including on the New England Environmental Finance Center's 25 Questions Evaluating Your Water System's Financial Capacity, at the WVRWA conference (in September 2007). A CAPDEV meeting was held at the beginning of the WVRWA conference.
Financial and managerial capacity including funding recommendation regarding potential loan recipients communicated to DWTRF staff.	Four (4) water systems were assessed and were recommended for DWTRF funding.
Annual calendar produced and distributed.	Calendars were produced and 2,000 were printed and distributed to water systems. The calendar contains upcoming continuing education courses for operators.
Cooperative agreements among water systems creating improved capabilities.	Meetings allow interaction and network time among water systems. Meetings are informal to encourage uninhibited discussion of issues and concerns from the water systems. No written agreements so far.
TMF tools and information disseminated.	Various handouts (CIP booklets, magazine articles, etc.) were provided all attendees. Drinking water operators awarded 2 hours of Continuing Education for participating in the CAPDEV meetings.
Written meeting summaries compiled and distributed.	Agendas, attendees list and discussions are posted on CAPDEV

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	page of the OEHS website.
Quarterly meetings held throughout the state.	A meeting was held on September 9, 2007 at Snowshoe, WV during the Rural Water Conference. We are considering changing the quarterly meetings to twice yearly. Additional meetings will be conducted if drinking water systems request more frequent meetings.
Drinking water information communicated to the public.	The OEHS *Drips and Drops Newsletter* was issued in November 2007.

Goal 2: Protect source water from future contamination through Source Water Assessment and Protection (SWAP) and Wellhead Protection (WHP) programs.

Proposed for Entire Year	Actual End-of-Year Status
Local efforts create enhanced protection plans.	Developing grants and contracts to promote source water protection concepts at the local level. See Section 3.3.0 and Appendix E for status.
Standardized plans are accessible for interested parties.	Development of a secure website that will provide the wellhead and source water areas, location of public supply wells and potential contaminant sources for use by other utilities, state, emergency management, and federal agencies. An interagency agreement has been signed with the West Virginia State GIS Technical Center and the secure website is currently in an internal beta testing process. Work continues on placing the community source water assessment reports on the WV DHHR web site to provide wellhead and source water areas, potential contaminant sources and susceptibility analysis for use by other utilities, state, emergency management and federal agencies. All community reports have been converted, waiting on the web interface to display the reports on the internet.
Approved SWAP and WHP plans are developed and used.	Continue to update the source water protection-tracking database, revisions, protection activities and enhancements to the

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	SWAP/WHP assessments (implemented and/or have substantial implementation status determination) are entered into this database.
Source water information presented at relevant conferences and meetings.	See Section 3.3.0 Public Outreach/Educational Activities for status.
Initial and updated source water reports are completed and used.	Continue to update the source water protection-tracking database, revisions, protection activities and enhancements to the SWAP/WHP assessments (implemented and/or have substantial implementation status determination) are entered into this database.
New assessments and revisions are completed.	Continue to update the source water protection-tracking database, revisions, protection activities and enhancements to the SWAP/WHP assessments (implemented and/or have substantial implementation status determination) are entered into this database.
Informational materials distributed to assist local source water protection efforts.	See Section 3.3.0 Public Outreach/Educational Activities for status.
Sources classified as GUDI or not-GUDI.	See Section 2.2.6 for status.
Correspondence describing treatment requirements based on GUDI designation.	See Section 2.2.6 for status.
Information and ideas exchanged.	Plan to sponsor or co-sponsor a Water Protection conference in 2008.
Continuing education credit for water plant operators, sanitarians, and professional engineers.	Plan to sponsor or co-sponsor a Water Protection conference in 2008.
Conference proceedings are recorded and available.	Plan to sponsor or co-sponsor a Water Protection conference in 2008.
Inspection and inventory data transferred between agencies.	WV DHHR continues to fund the DEP class V UIC program. The DEP UIC Class V program inspected 220 sites with 115 sites requiring corrective actions, such as plugging floor drains.
Quarterly report summarizing program activities sent to OEHS.	WV DHHR continues to receive a quarterly report summarizing UIC activities.
High quality maps produced.	GIS continues to be used to prepare maps; displaying geographic, geologic and monitoring data in support of source water/wellhead protection. GIS is a fundamental tool used to support the

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	delineations, inventories and susceptibility analyses required by the Source Water Assessment Program.
Accurate location information is available from GPS data.	Staff continues to receive Global Positioning System (GPS) data associated with the public wells and correct when necessary.
Spatially related data used for source water protection and SDWIS.	GIS continues to use the spatially related data to prepare maps; displaying geographic, geologic and monitoring data in support of source water/wellhead protection.

Goal 3: Provide oversight and management of remaining set-aside funds

Proposed for Entire Year	Actual End-of-Year Status
Offer technical assistance grants to private and public community water systems. Offer planning and design grants to private and public community water systems.	Please review the supplemental grants funds progress activity report for details on status.
Award and monitor grant work	Please review the supplemental grants funds progress activity report for details on status.
Review and reimburse eligible costs	Please review the supplemental grants funds progress activity report for details on status.
Review project report and final payment request	Please review the supplemental grants funds progress activity report for details on status.
This grant creates a comprehensive Global Position System (GPS) inventory of water system infrastructure. Build comprehensive Geographic Information System (GIS) mapping for public water systems. Enable municipalities and PSDs to analyze GIS data for their respective systems.	Please review the supplemental grants funds progress activity report for details on status.
An effective GIS database developed for water systems	Please review the supplemental grants funds progress activity report for details on status.
Provide grants to groundwater community PWSs to establish and implement source water protection programs	Please review the supplemental grants funds progress activity report for details on status.
Source water protection activities implemented	Grants Program Groundwater Systems. Please review the supplemental grants funds progress activity report for details on status.

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Source water protection plans improved	Grants Program Groundwater Systems. Please review the supplemental grants funds progress activity report for details on status.
A contract established helping water systems achieve TMF capacity	Please review the supplemental grants funds progress activity report for details on status.
TMF capacity and system needs identified through surveys	Please review the supplemental grants funds progress activity report for details on status.
Contractor documented activities and progress reviewed	Please review the supplemental grants funds progress activity report for details on status.
Source water protection activities implemented	Contractor Program to implement wellhead source water protection activities. Please review the supplemental grants funds progress activity report for details on status.
Source water protection plans improved	Contractor Program to implement wellhead source water protection activities. Please review the supplemental grants funds progress activity report for details on status.
A complete UMI course curriculum is developed and available for use	Please review the supplemental grants funds progress activity report for details on status.
All funds used effectively	Please review the supplemental grants funds progress activity report for details on status.
Water systems' operators received PBT and AWOP mentoring for 18 months	Please review the supplemental grants funds progress activity report for details on status.
PBT program water system operator graduation rates increased	Please review the supplemental grants funds progress activity report for details on status.

Future Plans

Third round of WHP grants are scheduled to be selected during 2008/2009.

Hired a CDA staff member to improve assessment capability in June but lost another in September 2007. Staff member hired in June has been trained but is leaving in July 2008 (actions necessary to announce and fill this position are underway). Most recent replacement has been in training for approximately two months and training will continue for several additional months. At current staffing, OEHS plans to complete 18 CDA's for SFY2009. CAPDEV will continue providing increased follow-up assistance with

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water systems receiving CDA's.

Outcomes/Benefits (Lessons learned, if any) [EPA Order 5700.7 to specifically identify outputs and outcomes] Evaluate the success of work funded by the DWSRF set-asides.

See the outcomes listed in the DWSRF FFY 2007 Workplan.

3.1 Capacity Development

Background Notes: The State had until September 30, 1999 to obtain legal authority or other means to ensure that all new CWSs and new NTNCWSs that commence operation after October 1, 1999, demonstrate technical, managerial, and financial (TMF) capacity with respect to the NPDWRs. Twenty percent of a State's allotment would have been withheld beginning October 1, 1999 for FY'00 funds. In the fiscal years following a state's initial documentation of a fully functional program, a state must document that it is requiring a demonstration of technical, managerial, and financial capacity by every new CWS and every new NTNCWS to avoid withholding of 20% of its DWSRF allotment. 1452(a)(1)(G)(i) and 1420 (a), and page 15 of the February 28, 1997 DWSRF Guidelines.

The State had until August 6, 2000 to develop and begin implementing a strategy to assist existing PWSs in acquiring and maintaining technical, managerial, and financial capacity, otherwise 10% of the FY '01 DWSRF funds allocated to the State would have been withheld. In the fiscal years following a state's initial documentation of a fully functional program, a state must document that it is implementing its strategy to avoid withholding of 20% of its FY'03 DWSRF allotment and in each subsequent year. 1452(a)(1)(G)(i) and 1420 (c), and page 16 of the February 28, 1997 DWSRF Guidelines.

3.1.1 Capacity Development Authority (New Systems) SDWA Section 1420

The state's program will be evaluated annually as of October 1st. The withholding occurs at the time of the DWSRF award for those FY funds.

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Task 3.1.1.1

Annual Review and Reporting on New Systems Demonstration of TMF: A state must document that it is requiring a demonstration of technical, managerial, and financial capacity by every new CWS and every new NTNCWS.

Documentation could consist of summary statistics regarding the number of new CWSs and NTNCWSs and the results of their required capacity demonstrations. Documentation should also address methods used to evaluate and verify program implementation.

Each semi-annual progress report should include: (1) The # and list of approved new CWSs and NTNCWSs; **(2)** Compliance status of new CWSs and NTNCWSs that commenced operation after 10/1/99.

See Appendix D "U.S. EPA Region III Reporting Criteria for Annual State Capacity Development Program Implementation Report." The Attachment describes the reporting criteria for the Report.

Outputs/Progress To Date [1 Annual Capacity Development Program Implementation Report (due by 11/30th each year)]

Capacity Development Program (CDP) Annual Report was completed and submitted to EPA Region 3 by 11/30/07. New systems program status was provided in the annual report.

Future Plans

The CDP Annual Report will be issued by November 30, 2008. It will evaluate the on-going impact of the new systems program (overall) and the increased new system education and guidance.

Outcomes/Benefits (Lessons learned, if any) [EPA Order 5700.7 to specifically identify outputs and outcomes]

The greatest single impact of the new systems program has been many new water systems either are or will be operated by an existing system or connect to an existing system. As noted in the CDP Annual Report, nine of the 17 new systems we are tracking (more than 50%) have made this choice. Our permitting system is eliminating or consolidating new systems where practical. However, several, active, stand alone systems have had difficulty understanding and implementing required monitoring. We have continued implementing plans mid-year to address this problem. The CDP is providing increased, more pro-active new system monitoring requirement, education, and guidance (intended to address the problem identified in the outcomes).

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3.1.2 Capacity Development Strategy (Existing Systems)

1452(a)(1)(G)(i) and 1420 (c), and page 16 of the February 28, 1997 DWSRF Guidelines. **Background Notes:** A state must document that it is implementing its strategy to avoid withholding of 20% of its DWSRF allotment in subsequent years.

Task 3.1.2.1

Annual Review and Reporting for Existing Systems implementation: **Each year, as a stand-alone submittal; as part of the semi-annual self assessment; or as part of the state's capitalization grant application,** the state must provide documentation showing the ongoing implementation of their capacity development strategy. **Such documentation may consist of** a concise narrative description of the major activities being conducted and planned for under the state's capacity development strategy.

Outputs/Progress To Date [1 Annual Capacity Development Program Implementation Report (due by 11/30th each year)]
The CDP Annual Report was completed and submitted to EPA Region 3 by 11/30/07. Seventeen CDP water system assessments/reports were completed or underway 7/1/07 through 6/30/08. This is less than was projected due to expanding the CAPDEV activities and shortage of staff. Our program lost a CDA staff member due to a transfer last fall and hired a replacement. Now another staff member has resigned and will leave in July 2008.

Future Plans

OEHS will continue expanding our more pro-active assistance efforts.

Outcomes/Benefits (Lessons learned, if any) [EPA Order 5700.7 to specifically identify outputs and outcomes]

Data shows our existing system's assessment activities are having a positive impact on water systems. Most water systems are addressing some portion of the recommendations OEHS provides. Generally, these tended to be the easier recommendations.

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3.1.3 Other Annual Reviews and On-going Reporting Requirements:

Task 3.1.3.1

Submit, and periodically update, a list of CWSs and NTNCWSs that have a history of significant noncompliance (SNC) and, to the extent practicable, the reasons for their noncompliance. (This activity repeats every three years – **Next List Due August 6, 2009**) SDWA 1420(b)

Outputs/Progress To Date

The Safe Drinking Water Act (SDWA) ' 1420(b)(1) requires periodic update and evaluation of Community and Non-transient Non-community Systems on the Historic Significant Non-compliance (SNC) List. The periodic update is due every three years. The most recent Historic SNC List evaluation was submitted to EPA July 12, 2006, as required by the SDWA. No action or outputs due this fiscal year.

Future Plans

The next report will be prepared and submitted by August 6, 2009.

Outcomes/Benefits (Lessons learned, if any) [EPA Order 5700.7 to specifically identify outputs and outcomes]

A number of systems, including some very well run systems, appeared on this list due to unexpected violation of new monitoring requirements, primarily initial Stage 1 Disinfection Byproducts Rule (DBPR) sampling results. With advice and help from our field staff, most systems are addressing this problem through minor treatment application modifications. However, some systems require capital investment in new or modified treatment equipment and will take longer to return to compliance.

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Task 3.1.3.2

The State must **submit a report to the Governor** on the efficacy of the strategy and progress made toward improving the technical, managerial, and financial capacity of PWSs in the State. The report shall also be made available to the public. (This activity repeats every three years – **Next Report Due September 30, 2008**)

Outputs/Progress To Date

Most recent Report to the Governor was completed September 2005.

Future Plans

Next report will be prepared and submitted by September 30, 2008.

Outcomes/Benefits (Lessons learned, if any) [EPA Order 5700.7 to specifically identify outputs and outcomes]

3.2 Operator Certification Programs

Task 3.2.1 [**Relationship to On-going Program:** Improve understanding of the contribution of operator certification program activities in supporting other aspects of the State drinking water and ground water programs]

To avoid a 20% SRF withhold, States must continue to implement Programs that meet the baseline requirements of the Guidelines and provide Annual Program Reports as per EPA Guidance memo dated 10/15/2001. **Reports due June 30th each year.**

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Outputs/Progress To Date

- Annual operator and training program report, as per EPA Guidance, was submitted to EPA by the June 30, 2008 deadline. The previous years report was approved Sept 28, 2007.
- Implementing new Water Operator Regulation (64CSR4).
- Continued participation with the Drinking Water Exam Review Committee (DWERC), comprised of state regulators, educators (WVETC and WVRWA) and higher classification water operators to review and revise operator certification exams to increase training and testing relevance and comply with US EPA requirements. This committee meets monthly and has validated the Class I-IV exams, assembled reference lists for Class III and IV operators, and completed two versions of the new Water Distribution certification exam with a reference list and content areas outlined. The committee recently completed 3 full versions of the Class II exam. The committee is currently working on revising the 1D exam for noncommunity transient PWSs. The Class I exam will be reviewed and revised next. The DWERC will continue to work towards 3 complete versions of each classification exam with references, organized by content areas based on Need-to-Know criteria. All exam questions are based on what operators "Need to know" for the job. All information developed by the committee to aid operator training will be posted to the website upon completion. Information provided below is based on all exams administered during the reporting period:
    - Class I 74% pass rate & 77% average score
    - Class II 19% pass rate & 58% average score
    - Class III 46% pass rate & 66% average score
    - Class IV 17% pass rate & 59% average score
- Other highlights during this period:
    - The Operator Certification Expense Reimbursement Grant is ongoing and progressing. (See section 7. for more detail).
    - The C&T Section website is regularly reviewed and updated, which provides operators additional access to forms, certification requirements, training schedules, study materials, testing dates, regulations, the Drips and Drops newsletters and continuing education information including an approved CEH course list. A counter was added on 6/21/07 to provide more quantitative information on its use and as of 7/21/08 it had been accessed 5,380 times.
    - OEHS continues biannually publishing and distributing the *Drips and Drops* newsletter to all water and wastewater operators. This newsletter keeps operators informed of new regulations and events that might impact them. July 2007 a special edition of the newsletter on the new operator regulations went out. November 2007 another issue was completed. Summer or Fall 2008 will be the next issue release date.
    - OEHS continues to send out notification letters concerning upcoming operator renewals quarterly and expiration information every month to individual operators.
- A total of 745 water operator certifications (OIT, WD, Class I-IV) were issued (This number includes new and renewal certifications).
- A total of 573 1D water operator certifications were issued.

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- 67 BPAIT certifications were issued.
- A total of 379 students attended PWS operator certification training, which does not include those trained under the 2% set-aside.
- A total number of 112 CEH courses (over 1,031 hours) were approved. Specifics noted below:
    - CEH applications reviewed – 114 courses
    - CEH applications approved – 112 courses
    - CEH applications declined or withdrawn – 1 course
    - CEH applications pending – 1 course
    - "900" courses, which are nationally recognized courses or college courses, accepted, without review, and added – 19 courses

Future Plans

- Continue to develop and complete Operator Certification Expense Reimbursement Grant projects.
- Continue to improve operator training resources.
- Establish an Operator Awareness Committee to proactively address the operator shortage issue by identifying and directing effective efforts to promote the water operator profession.
- Continue exploring alternative means of training water operators, e.g. online training, vo-tech schools, and community colleges to support certification renewal and training.
- Continue to participate with and chair the Drinking Water Exam Review Committee (DWERC).
- Continuing to develop Operator Certification databases. Phase Three has not yet been developed. This phase is intended to allow for limited, "Read Only" access via the internet to review current status of water operators by our district staff.

Outcomes/Benefits (Lessons learned, if any) [EPA Order 5700.7 to specifically identify outputs and outcomes] Evaluate success of work.

Need to continue to review and revise all operator training resources available as new technology and requirements are continually added.

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3.3 Source Water Assessment and Protection Activities

Background Notes: Source water assessments are required of primacy States, if the State chooses to adopt alternative monitoring requirements under 1428(b). DWSRF funds can be set aside to administer or provide technical assistance through source water protection programs.

Task 3.3.0

Implement State Source Water Assessment Program (SWAP) Plan, and **report progress and relevant activities underway**. Include copies of contract agreements, MOUs, etc. with other agencies and contractors as per DWSRF Grant Condition. Discuss any significant barriers to implementation with EPA as soon as possible.

The Strategic Measures are:

a) # and % of population and community water systems (or source water areas) that will achieve minimized risk to public health by substantial implementation, as determined by the state, of source water protection actions in a source water strategy.

b) # and % of community water systems (or source water areas) that have a protection strategy in place.

c) # and % of community water systems (or source water areas) that have implemented some aspect of a protection strategy.

Report this information using the Source Water Assessment and Protection Reporting matrix (Attachment E).

SDWA 1453(a)(3) & GPRA

Outputs/Progress To Date

Note: As of June 30, 2005, the Source Water Assessment and Protection (SWAP) program has completed assessments for 100% (delineation through public availability) of the community and non-community public water supply systems that were in existence at the time the program was approved in November 1999. Systems active after November 1999 are currently being assessed.

Highlights during this reporting period:

- The Wellhead Protection/ Source Water Protection Program Annual Report was completed and submitted as required in September 2007. See Appendix E.

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- Public Outreach/Educational Activities continues:

    1. Continued participation with the WV DEP Project WET (Water Education for Teachers), a nonprofit water education program for educators and young people ages 5-18.

    2. September 21, 2007 Participated in the annual Water Festival, which consists of hands-on water-related activities with approximately 200 local 4th and 5th grade students.

    3. March 19, 2008 - Participated at the Environmental Education Association conference on water protection related topics.

    4. June 24, 2008 - Presented and participated at the ORSANCO SWAP meeting in Wheeling to discuss developing protection plans for surface water systems along the Ohio River.

    5. April 29-30 - Hosted the Region 3 SWAP meeting at Cacapon State Park in West Virginia

    6. The SWAP program has developed a program to loan groundwater models to schools that complete the Project Wet training. Three (3) groundwater flow models have been loaned out to date, two (2) to Kanawha County teachers and one (1) to a watershed association from Monroe County active in public education including a summer water workshop for school aged children. Planning is ongoing for setting up meetings with the educational officials within Berkeley and Morgan Counties to schedule meetings in the fall of 2008 to determine interest and utilization of the models.

    7. The West Virginia Bureau for Public Health (WVBPH) website continues to provide information on the SWAP/WHP programs and guide municipalities, water suppliers, or other groups through developing a local SWAP program. Website contains fact sheets, new SWAP posters, general information and an updated online SWAP educational course, "A Guide to Developing a Source Water Protection Plan".

    8. Provide educational materials, posters and brochures concerning the SWAP/WHPP program.

    9. Staff attended and presented at a master well owner conference held at Jackson's Mill State Park on November 10, 2007. In addition several WV certified drillers attended and participated in discussions. Approximately 50 people from across West Virginia attended this one-day conference.

- Continue to participate in the Alternative Monitoring Strategy Program (AMSP), which determines future monitoring frequency reductions, is dependent on having a SWAP/WHP program in place.

- Revised regulations and design standards for private water wells have been submitted to the WV Legislature for review and possible approval during the 2008 session for protection of groundwater. The WV Legislature passed the Water Well

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regulations and design standards for private water wells within West Virginia on April 2, 2008 for the protection of groundwater.

- Evaluation of new public water supply water wells or intakes to assure they are located in areas where contamination threats are minimal. Permits for new public water wells now require an initial survey for potential sources of contamination within 2000 feet of proposed well location with site-specific information used when available.
- Provide grants through the Source Water Protection Grants Program, to surface water and ground water community PWSs to establish and implement water protection programs. Please review the supplemental grants funds progress activity report for additional details on status.
- An expression of interest contract for implementing wellhead and source water protection activities has been developed. Please review the supplemental grants funds progress activity report for additional details on status.
- Coordination of SWAP activities with the WV Rural Water Association (RWA). During this report period, RWA lost federal funding for both the SWAP and WHP circuit riders positions.
- The SWAP website is regularly reviewed and updated, which provides water systems and the public additional access to information. A counter was added on 1/1/08 to provide more quantitative information on its use and as of 7/21/08 it has been accessed 948 times.

Future Plans

- Development of the Yield and Drawdown Guidance manual has been slowed due to revisions to the WV current water well design standards and regulations rules. Both rules have been submitted to the WV state legislature for the 2008 period for revision and approval. Status of the guidance manual will be reviewed after passage of rules.
- Updating the Zone Critical Concern (ZCC) and watershed delineation software program used in the Source Water Protection program. Currently reviewing the potential updates with the West Virginia University. Contract is in preparation.
- Continue participation and provide funding for the Potomac Drinking Water Source Protection Partnership. This partnership is composed of water utilities and the various governmental agencies responsible for drinking water protection in the Potomac River basin.

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- Continue to participate in the Alternative Monitoring Strategy Program (AMSP), which determines future monitoring frequency reductions, is dependent on having a SWAP/WHP program in place.
- Development of a contract proposal with the USGS and West Virginia Geologic Survey to study the hydrologic flow in abandoned coal mines in McDowell County. Please review the supplemental grants funds progress activity report for additional details on status. Contract is signed and project is currently being implemented.
- WVDHHR will continue to fund the DEP class V UIC program.
- Developing applications and planning for the 2009 Source Water Protection and Wellhead grant projects.

Outcomes/Benefits (Lessons learned, if any) [EPA Order 5700.7 to specifically identify outputs and outcomes]

- DEP UIC Class V program inspected 220 sites with 115 sites requiring corrective actions, such as plugging floor drains.
- Quarterly reports are received from DEP.
- A total of $336,996 with 19 water systems has been awarded for the Source Water Protection and Wellhead grant projects during the 2007 and 2008 grant years.

See Appendix E for Strategic Measure A (the # and % of population and community water systems (or source water areas) that will achieve minimized risk to public health by substantial implementation, as determined by the state, of source water protection actions in a source water strategy) as of June 30, 2008.

Task 3.3.1
Coordinate with Clean Water Act programs to promote development of TMDLs or WQS that protect drinking water sources.

Outputs/Progress To Date
Staff of the OEHS continues to have a working relationship between the State's SDWA program and the Clean Water Act programs (TMDL and the WQS programs) at the WVDEP to help provide the most accurate and representative assessment of the states source waters.

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Future Plans

Continue to attend Clean Water Act program (TMDL and the WQS) meetings.

Outcomes/Benefits (Lessons learned, if any) [EPA Order 5700.7 to specifically identify outputs and outcomes]

4. **Recommended Activities** (These are activities that do not affect PWSS Primacy or the receipt of Drinking Water State Revolving Funds Set-aside funds. However many of these activities could be funded under either program. **Include only those activities to which the state is committing to conduct in the specific grant work plan.)**

Goal 2: Safe and Clear Water--Ensure drinking water is safe. Restore and maintain oceans, watersheds and their aquatic ecosystems to protect human health, support economic and recreational activities, and provide healthy habitat for fish, plants and wildlife.

Objective 1: Protect human health by reducing exposure to contaminants in drinking water (including protecting source water), in fish and shellfish, and in recreational waters.

Subobjective 1: Water safe to drink

Task 4.1

Enter informal enforcement actions (e.g. NOVs or any other action with a data field in SDWIS that is not considered formal like an Admin. Order) to SDWIS to present more complete picture of violation follow-up.

Outputs/Progress To Date [Discuss informal actions taken that have been entered into SDWIS]

Notice of Violation, Public Notice Requested and Public Notice Received are routinely entered into SDWIS/State Web Version 1. The NOV's are discussed in section 2.2.2.

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Future Plans
The NOVs PN Requested and PN Received will continue to be entered into SDWIS/State Web Version 1.

Outcomes/Benefits (Lessons learned, if any) [EPA Order 5700.7 to specifically identify outputs and outcomes]

Task 4.2

Enter or correct latitude/longitude information to SDWIS for any remaining systems. Enter or correct the information on surface water systems first. Priorities for entering data for the remaining systems are groundwater CWSs next, then groundwater NTNCWSs, followed by TNCWSs. Coordinate, as appropriate, with the EPA data management staff to ensure that all needed data storage capabilities for source water protection efforts are accounted for in the modernized EPA STOrage and RETrieval system (STORET), EPA's data management program for ambient water quality. Also coordinate with State Clean Water Act and EPA staff to strengthen State georeferencing capabilities to better track monitoring information for mapping and GIS applications. GIS tools, including the Reach File 3 system that assigns unique location identifiers to the waters of the U.S., will be valuable in source water assessments.

Outputs/Progress To Date

Latitude and Longitude Data in SDWIS is 99% complete. Continue to add new water well sources to SDWIS as they become active. West Virginia DHHR continues to share source water polygon data with the EPA for use by all federal agencies as the single source of data.

Future Plans

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Continuation of entering Latitude and Longitude data for new sources as necessary.

Outcomes/Benefits (Lessons learned, if any) [EPA Order 5700.7 to specifically identify outputs and outcomes]

Task 4.3

Develop and maintain a Cross Connection Control Program. §142

Outputs/Progress To Date

WV is maintaining a database of certified Backflow Prevention & Assembly Inspector Testers (BPAIT) in West Virginia. WV provides information on certified BPAITs through a website searchable by county and the individual's last name alphabetically. Website also includes a Cross-Connection Fact Sheet, Cross-Connection and Backflow Prevention manuals by OEHS and EPA.

WVDHHR continues to be the primary agency for implementing and maintaining cross-connection and backflow prevention programs for water systems as defined by WV Legislative Rule 64CSR15 and 64CSR25. WVDHHR acts as an information resource by providing a generic information booklet containing all the necessary information required for a water system to establish and to maintain a cross-connection and backflow prevention program. This information is supplemented by the WV EW-114 "Cross-Connection and Backflow Prevention Manual" and EPA 816-R-03-002 "Cross-Connection Control Manual". This information has been sent to two water systems during this year. Forty EW- 114 manuals and forty EPA manuals were distributed to state sanitarians during their mid-year meeting (MAY7, 2008) where they attended and all day seminar on cross-connections and backflow prevention. OEHS also responded to written and phone inquiries.

The OEHS' five (5) OEHS District Offices continue to monitor water systems for their "Cross-Connection and Backflow Prevention Programs/Plans" and report their findings in a Sanitary Survey. The Sanitary Survey provides information for correcting deficiencies and non-compliance.

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Future Plans

OEHS plans to maintain our status as an information resource and to continue to monitor water systems by Sanitary Surveys and capacity development assessments. Also, OEHS will continue to participate in the class room training for water operators, backflow preventer tester/inspectors, and sanitarians. On-site assistance will be provided as per request by water systems.

The WV Public Service Commission (WVPSC) mediates complaints between water systems and their customers. OEHS will continue to work closely with WVPSC concerning cross-connection and backflow complaints.

Outcomes/Benefits (Lessons learned, if any) [EPA Order 5700.7 to specifically identify outputs and outcomes]

Our generic "Cross-Connection and Backflow Prevention Program/Plan" has proven to be a valuable tool to a great number of water systems in the state. Also, our participation in classroom settings, on-site visits, sanitary surveys, and capacity development assessments, which are outreach programs, have increased the awareness of community water systems as to their legal responsibilities and for the necessity to implement and to maintain a cross-connection and backflow prevention program.

Face-to-face contact with water operators and backflow prevention tester/inspectors result in greater cooperation and accomplishes the desired outcome. Also, closer cooperation between OEHS and WVPSC has been recognized as a need because of fundamental differences in interpretation of each others' rules and regulations and both agencies' overall philosophical approach to cross-connection and backflow prevention concerns. We also work closely with WV Rural Water Association to enhance their outreach and training programs.

Task 4.4

Interact with other State programs, local governments, and other stakeholder groups that affect or are affected by the drinking water program (e.g., wellhead protection programs, watershed protection programs and the Potomac River Basin Drinking Water Source Protection Partnership).

Outputs/Progress To Date

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Building Partnerships-Inter-agency cooperation and other alliances:

- Continuation of the SWAP/WHP Memorandum of Understanding (MOU) that has been signed by a number of state ground water regulatory agencies, establishes a coordinated effort by all agencies to protect ground water in delineated SWAP/WHP areas. The MOU enhances the SWAP/WHP program's ability to protect ground water utilized by public water systems.

- Provide funding for the WV DEP Underground Injection Control (UIC) Class V program to locate UIC Class V wells in source water protection and sensitive hydrological areas within West Virginia. This work also includes an inventory of underground and above ground storage tanks in the SWAP/WHP area.

- Provide funding and participation with the Potomac Drinking Water Source Protection Partnership. This partnership is composed of water utilities and the various governmental agencies responsible for drinking water protection in the Potomac River basin.

- Participated on the ORSANCO SWAP committee that is composed of water utilities and the various governmental agencies responsible for drinking water protection in the Ohio River basin.

    - June 24, 2008 - Presented and participated at the ORSANCO SWAP meeting in Wheeling to discuss developing protection plans for surface water systems along the Ohio River.

    - April 29-30 - Hosted the Region 3 SWAP meeting at Cacapon State Park in West Virginia

- Continuing a working relationship between the federal *Safe Drinking Water Act* and the *Clean Water Act* programs within the state to provide the most accurate and representative assessment of source waters, based on available data which the state believes best reflects the quality of the resources.

- Continue participation in a SWAP/WHP joint-effort with WVRWA under an EPA grant through the National Rural Water Association. Through this cooperative effort, WVRWA water technicians are working with the local SWAP and WHP's areas within the state. During this reporting period, Rural Water lost EPA funding for the SWAP Wellhead effort.

- Use hydrogeologic information from the US Geological Survey to help define SWAP/WHP areas. Working with the USGS, using existing and new information to help characterize the hydrogeologic setting and develop mathematical simulation of ground-water flow models of different regions of the State to determine the degree of detail appropriate for the source water assessments.

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- Assist in educational and outreach efforts in developing and prioritizing protection measures in conjunction with local drinking water protection efforts.
- Improve cooperation and coordination between state agencies and federal programs with localized and statewide conferences and meetings.
- Evaluate Federal EPA's "New SNC Approach" proposal as part of the State Drinking Water Program Administrator Group to input recommendations to EPA.

Future Plans

OEHS will continue to build inter-agency cooperation per current progress to date.

Continue to interact with other State programs, local governments, and other stakeholder groups that affect or are affected by the drinking water program (e.g., wellhead protection programs, watershed protection programs and the Potomac River Basin Drinking Water Source Protection Partnership) by continuing to develop partnerships and alliances.

OEHS plans to continue the efforts to coordinate source water and source water assessments.

Continue to use current information on the hydrology and hydrogeology within West Virginia to determine the degree of detail appropriate for the source water assessments.

Outcomes/Benefits (Lessons learned, if any)

Development of a local protection program is an important part in order to provide monitoring relief to a water system.

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Task 4.4.0

Plan for source water protection and source water assessment programs simultaneously. For example, use current information on the hydrology and hydrogeology of different regions of the State to determine the degree of detail appropriate for the source water assessments. These assessments are necessary to support the source water protection programs being considered. Protection programs will likely be necessary in order to provide local flexibility on monitoring relief, ground water disinfection, regulation of Class V underground injection control wells, and filtration.

Outputs/Progress To Date

- Working with the USGS, using existing and new information to help characterize the hydrogeologic setting and develop mathematical simulation of ground-water flow models of different regions of the State to determine the degree of detail appropriate for the source water assessments.
- WHPP and SWAP helps guide local drinking water protection efforts and awareness by helping to prioritize protection efforts and program resources.
- Assist in educational and outreach efforts in developing and implementing protection measures. Improve cooperation and coordination between state agencies and federal programs with localized and state wide conference and meetings.
- OEHS continues to help fund the DEP UIC Class V program.

Future Plans

OEHS plans to continue the efforts to coordinate source water and source water assessments.

Continue to use current information on the hydrology and hydrogeology within West Virginia to determine the degree of detail appropriate for the source water assessments.

Outcomes/Benefits (Lessons learned, if any)

Development of a local protection program is an important part in order to provide monitoring relief to a water system.

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Task 4.4.1

Participate in State implementation of the 305(b) guidelines for drinking water to elevate awareness of drinking water as a designated use within the 305(b) program, increase the percentage of waters assessed for drinking water use support, and enhance the accuracy and value of the assessments. Facilitate a working relationship between the State drinking water and clean water staff to provide the most accurate and representative assessment of source waters, based on available data which the State believes best reflects the quality of the resource. Adopt the Watershed approach. Work with State water quality standard staff to ensure that use designations under the Clean Water Act reflect the location of surface source water areas for drinking water intakes, and wellhead protection areas which may be influenced by surface water (i.e., induced infiltration of surface water into drinking water wells). Be sure upstream dischargers are aware of downstream drinking water intakes. Also, work cooperatively with State ambient monitoring staff, including the 305(b) staff, to ensure that duplication of monitoring efforts in source water assessment projects are not occurring, that existing data are recognized and used, and that any new data that are collected are appropriate. EPA Region III will assist in the use of STORET date as needed.

Outputs/Progress To-Date

- OEHS staff continues to build a working relationship between the State's SDWA program and the water quality standards program at the WVDEP and the Clean Water Act program to provide the most accurate and representative assessment of source waters, based on available data which the State believes reflects the quality of the resource.

- The WVBPH website continues to provide information on the SWAP/WHP programs and guide municipalities, water suppliers, and other groups through developing a local SWAP program.

- OEHS participates with the USGS and WVDEP on the ambient groundwater monitoring program.

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Future Plans

Development of a secure website that will provide the wellhead and source water protection areas, locations of public supply wells, and potential contaminant sources for use by state and emergency management, federal agencies and utilities.

Outcomes/Benefits (Lessons learned, if any)

Task 4.5

Coordinate with national, State, and local agencies to encourage identification and reporting of waterborne disease outbreaks associated with drinking water.

Outputs/Progress To Date

Continual communication with the Public Health Sanitation Division, Office of Epidemiology and Health Promotion, Centers for Disease Control and Prevention and Local Health Departments concerning common areas of work, including potential waterborne disease outbreaks. No known waterborne disease outbreaks were reported during this reporting period.

Future Plans

Continue communication and process of working with these agencies to encourage identification and reporting of waterborne disease outbreaks associated with drinking water.

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Outcomes/Benefits (Lessons learned, if any)

Task 4.6

Encourage systems to optimize their treatment plant performance beyond current requirements. (Participation in Partnership for Safe Water and/or Area Wide Optimization Program)

Outputs/Progress to Date

OEHS actively participated in the US EPA Region III's Area Wide Optimization Program (AWOP) during FY2008.

OEHS engineering staff attended all quarterly EPA sponsored multi-state AWOP meetings.

OEHS engineering staff attended all multi-state AWOP Performance Based Training (PBT) workshops and served as facilitators.

Statewide rankings for all surface water systems (conventional filtration) were updated (status component). Rankings were based on turbidity goals, significant deficiencies, and various compliance measures.

Lower ranking systems were advised of their need to implement improvements.

Future Plans

OEHS will continue participating in the AWOP and PBT programs.

OEHS will continue training additional engineering staff in AWOP and PBT principles.

OEHS will continue ranking water systems and advising them of the need to improve finished water turbidity through recognizing and

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implementing WTP operational changes.

Outcomes/Benefits (Lessons learned, if any)

Trained water system operators recognize barriers to lower finished water turbidity and learn techniques which implement water treatment plant (WTP) operational changes which obtain consistently lower turbidity.

Water system operators are more knowledgeable regarding their system's statewide ranking and more proficient in analyzing historical turbidity and disinfection byproducts (DBP) data.

Lower ranking systems improved their statewide ranking through implemented improvements.

Consumers of improved water systems provided quality drinking water with less risk of waterborne illnesses.

Task 4.7

Perform public education responsibilities, such as responding to press inquiries, educating the general public, and conducting outreach.

Outputs/Progress To Date

- OEHS partners with the WVDEP Water Training Program to train public school teachers and students about drinking water issues.
- Participate at various meetings and conferences across the state to present information on the Source Water Protection Program.
- Exhibit at various conferences to provide information to the general public.
- Maintained the OEHS internet website with current information.
- Responded to press inquiries concerning public water systems.

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- Presented an overview of Wellhead Protection and water well protection at the Master Well Owner Network Workshop on November 10, 2007.

EED provided a display at the following public meetings that were open to the public:

- Public Health Day at the Capitol in Charleston - February 5, 2008
- WV EXPO in Charleston – March 2008
- National Public Health Week Exhibit in Huntington – April 9, 2008
- AWWA/WEA Annual Conference – May 20, 2008

Future Plans

Continue to partner with the WVDEP Water Training Program to train public school teachers and students about drinking water issues.
Sponsor or co-sponsor a Water Protection conference in 2008.
Continue to exhibit at various conferences to provide information to the general public and water operators.
Continue to update the internet website.

Continue to respond to press inquiries concerning public water systems.

Outcomes/Benefits (Lessons learned, if any)

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Task 4.8

Improve communications with other agencies, and outreach to the public. Maintain computer communications with field offices.

Outputs/Progress To Date [Discuss any changes/improvements made or being done to enhance communications]

Please refer to sections 3.2.1, 3.3.0, 4.4.1 and 4.9 concerning internet access with other agencies and to the public.

September 21, 2007 Participated in the annual Water Festival, which consists of hands-on water-related activities with approximately 200 local 4th and 5th grade students.

March 19, 2008 - Participated at the Environmental Education Association conference on water protection related topics.

June 24, 2008 - Presented and participated at the ORSANCO SWAP meeting in Wheeling to discuss developing protection plans for surface water systems along the Ohio River.

April 29-30 - Hosted the Region 3 SWAP meeting at Cacapon State Park in West Virginia

Several OEHS staff presented part or all of the following CEH courses on drinking water program topics at the WV RWA annual conference this September 2007:

- CAPDEV Water Class
- Water Regulations & Water Plant Operator Open Forum
- Update of the S2DBPR and the LT2ESWTR Rule
- Funding Agencies Round Table Discussions - WDA, IJDC, WVBPH, DEP & AML

Staff attended and presented at a master well owner conference held at Jackson's Mill State Park on November 10, 2007. In addition, several WV certified drillers attended and participated in discussions. Approximately 50 people from across West Virginia attended this one-day conference.

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Future Plans

Please refer to sections 3.3.0 and 4.4.1.

Outcomes/Benefits (Lessons learned, if any)

Task 4.9

Track the following compliance assistance activities: small system assistance programs, workshops, onsite assistance, guidance on State regulations and other outreach materials, hot lines or other responses to inquiries from individuals, trade shows, and conferences.

Note: The Office of Enforcement and Compliance Assistance at Headquarters is interested in State compliance assistance efforts. Please provide whatever information is easily available, or that does not require extensive time and resources to collect. (This type of information should also be included in the State's Annual Compliance Report, due each July 1 for the previous calendar year.)

Outputs/Progress To Date

Presented an overview of the proposed PWS Operator Regulation (64CSR4) at the WV RWA Annual Conference September 10, 2007. Sent out informational packets to Schedule 3 and 4 S2DBPR and Schedule 3 and Schedule 4 LT2ESWTR affected systems. Answered telephone and email inquiries concerning the dinking water program. OEHS conducted one CAPDEV meeting and maintained an information booth at WVRWA annual conference.

Presented an overview of Wellhead Protection and water well protection at the Master Well Owner Network Workshop on November 10, 2007.

June 24, 2008 - Presented and participated at the ORSANCO SWAP meeting in Wheeling to discuss developing protection plans for surface water systems along the Ohio River.

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District offices were assigned to contact the applicable systems, especially those on the SNC list, to advise them of their violations and offer possible remedies to bring them back into compliance. Representatives from Capacity Development were also deployed to systems (inclusive of special town hall meetings) in violation to explore available options and provide guidance to result in their return to compliance.

Future Plans

CAPDEV plans to sponsor two meetings per year for water systems to discuss issues and provide networking contacts.
Continue to track compliance assistance activities by reviewing and tracking workshops, compliance assistance tools, telephone assistance, onsite visits and small system assistance programs.

OEHS staff plans to present an overview of the current status of implementing new operator requirements from 64CSR4 at the RWA Annual Conference September 2008.

Continue to assign SNC and chronic violators to district engineers and Capacity Development for contacting and offering assistance relative to specific improvement issues and/or alternatives to result in bringing them back into compliance.

Outcomes/Benefits (Lessons learned, if any)

The participating water system representatives have found the CAPDEV meetings to be useful to build networking relationships with other system's personnel. This networking has enabled water system personnel with common goals to share experiences and offer assistance to those in need. The ultimate goal would be to have water systems approve mutual aid agreements in the event of an emergency.

District office and Capacity Development involvement have resulted in certain systems returning to compliance or developed a plan and commenced efforts to return to compliance.

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Task 4.10

Water Conservation Guidelines: On August 6, 1998, EPA published a document entitled "*Water Conservation Plan Guidelines*." These voluntary guidelines will encourage conservation by water systems, particularly small systems, thereby extending the life of water treatment infrastructure and reducing costs.

The guidelines do not contain any federal requirements; however, after August 6, 1999 states and Indian Tribes may require water systems to submit a water conservation plan consistent with EPA's guidelines as a condition of receiving a loan from a State Drinking Water Loan Fund.

Outputs/Progress To Date

West Virginia does not require "Water Conservation Plan Guidelines" from DWTRF Loan applicants.

Future Plans

OEHS will initiate this requirement when water conservation is required by the state.

Outcomes/Benefits (Lessons learned, if any) [Provide numerical results, i.e., as result of "Progress" . . .]

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Task 4.11

Drought Contingency and Water Supply Assistance: Continue to monitor water systems affected by drought conditions to ensure an adequate supply of water. Assist water suppliers with obtaining alternate sources, handling any contamination associated with the drought, development of contingency plans and assisting with outreach efforts on water conservation.

Outputs/Progress To Date

Systems were surveyed for potential and existing drought conditions during low rainfall periods and offered assistance in obtaining emergency water tankers and other supplemental supplies.

Three systems reported drought conditions in reporting period (Whitmer Water Association, Oceana, and Hurricane Water Department). Several others reported potential drought conditions. Technical assistance was provided.

Emergency response plans of drought vulnerable water systems were reviewed for drought planning during sanitary survey inspections. Recommendations were suggested where needed.

Future Plans

OEHS will assist systems likely to be impacted by drought conditions as they occur and provide assistance to emergency services offices, as needed.

OEHS will continue to advise systems of their need for appropriate backup water supply planning and recommend pipeline repairs to reduce water losses.

OEHS will continue to offer assistance to systems which are vulnerable to inadequate water supplies.

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Outcomes/Benefits (Lessons learned, if any) [Provide numerical results, i.e., as result of "Progress" . . .]

Vulnerable systems were advised to reduce water losses by locating and repairing pipeline leaks and/or arranging for operable interconnections with adjacent systems where applicable.

Systems were advised of the need to update or revise their water supply contingency planning.

Procedures to access inadequate emergency water supplies were addressed.

Potential for inadequate water supplies were reduced.

5. Additional State Activities which are funded with PWSS Grant or DWSRF Set-aside fund monies:

Include here narrative on any additional projects funded under the PWSS Grant or with DWSRF Set-aside funds (e.g., lab certification issues and violations reported in annual compliance report). You may also use this area to give narrative on staffing and GUDI, track equipment purchases, etc. or do so on a separate page as in previous reporting periods.

Task 5.1 (Narrative on Staffing Vacancies)

Report on status of staff level and document source of funding for each FTE (e.g., PWSS, SRF, etc.)

Outputs/Progress To Date

Future Plans

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Outcomes/Benefits (Lessons learned, if any) [EPA Order 5700.7 to specifically identify outputs and outcomes]

Task 5.2 (Narrative on activities conducting GUDI determinations)

Report on issues/concerns, challenges to completing GUDI determinations

Outputs/Progress To Date

See Task 2.2.6 for current status

Future Plans

See Task 2.2.6 for future plans

Outcomes/Benefits (Lessons learned, if any) [EPA Order 5700.7 to specifically identify outputs and outcomes

6. Water Protection (Security) Coordination Grants

Separate Guidance is issued regarding these grants. This section of the checklist can be used to list the activities funded so that the Checklist can be used for reporting purposes.

Goal 2: Safe and Clear Water--Ensure drinking water is safe. Restore and maintain oceans, watersheds and their aquatic ecosystems to protect human health, support economic and recreational activities, and provide healthy habitat for fish, plants and wildlife.

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Objective 1: Protect human health by reducing exposure to contaminants in drinking water (including protecting source water), in fish and shellfish, and in recreational waters.

Subobjective 1: Water safe to drink

Outcomes: Improved protection of critical infrastructure; increase state preparedness, response, and recovery capabilities; increased state coordination, communication and information sharing capabilities; changes in management and operation of water systems based on training; increased awareness of water utilities, general public, local police and emergency responders, and others of the areas of concern from public water system perspective. **NOTE:** State is required to give "detailed" narrative of work being performed and on the "progress" being made under each funded set-aside. Listing activities in one or two sentences does not give a complete picture. State's narrative should tell a story, connecting the information from previous reports to current. EPA also suggests including numbers where ever it is feasible (e.g. # of courses held) and discuss results or effectiveness of activities being performed.

Task 6.1

S&T Emergency Preparedness

Outputs/Progress To Date

OEHS hosted drinking water security exhibits at the West Virginia Rural Water Association's (WVRWA) annual conference (September 2007) and the West Virginia section of the American Water Works Association (AWWA) annual conference (May, 2008). Security and emergency preparedness (including pandemic influenza) information was provided through various formats, including OEHS' ***Pandemic Influenza—A Guide for Public Water and Wastewater Systems*** flier and imprinted soap bars (***Flu Prevention is in Your Hands***).

OEHS gave a water security and emergency preparedness presentation at the 2007 LEPC/SERC Conference in Charleston, WV.

OEHS sponsored a second series of five (5) threat preparedness workshops, which were conducted between July 1, 2007 and January 24, 2008.

2,500 "DO NOT TAMPER" warning signs were distributed to public water systems for posting at their facilities. 1,000 additional signs were purchased April, 2008.

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Future Plans

OEHS will continue hosting its drinking water security exhibit during future WVRWA and AWWA annual conferences and other appropriate drinking water industry events.

Continue developing and distributing security and emergency preparedness outreach materials, utilizing various formats.

Consider sponsoring additional emergency preparedness workshops/drills for water system personnel.

Outcomes/Benefits (Lessons learned, if any) [EPA Order 5700.7 to specifically identify outputs and outcomes]

Public water system personnel obtained security and emergency preparedness (including pandemic influenza) knowledge through information offered during exhibits and presentations.

Public water system personnel threat preparedness awareness and knowledge were increased through threat management workshops.

Public water systems were protected against unauthorized intrusions and/or efforts to damage or contaminate their water supply through posting "DO NOT TAMPER" warning signs and other protective measures.

Consumers' drinking water protection was enhanced through proactive security and emergency preparedness measures.

Task 6.2

STAG Emergency Communication

Provide additional information on state efforts re: WV WARN as well as the status of the overall progress being made by the utilities to the extent that you are able.

Submit progress activity report covering July 1, 2007 – June 30, 2008 that reflects financial status and time schedule for expending all grant funds by the end of the project period. Due August 15, 2008 in addition to the PWSS progress report.

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Outputs/Progress To Date

OEHS facilitated three initial West Virginia Water/Wastewater Utility Network (WV WARN) meetings (March 18, 2008, April 18, 2008, and June 30, 2008). These meetings introduced the WARN concept and resulted in the formation of a Steering Committee, as well as other sub-committees.

Staff attended the national Association of State Drinking Water Administrators (ASDWA) Security Conference in New Orleans, Louisiana (January, 2008) and attended various presentations about forming a WARN.

Staff attended local mutual aid organization meetings (Marion County).

Future Plans

OEHS will support WV WARN Steering Committee efforts and activities to officially launch the WV WARN program.

OEHS will be an active WV WARN participant, supporting the group's mission and activities.

OEHS will assist with the introduction of WV WARN during the 2008 WVRWA Annual Conference, including exhibit, presentations, and introductory session.

Outcomes/Benefits (Lessons learned, if any) [EPA Order 5700.7 to specifically identify outputs and outcomes]

WV WARN Steering Committee and sub-committees (Model Agreement, Brochure/Marketing, and Web Site) formed June 30, 2008.

OEHS joined WV WARN Steering Committee as a non-voting member.

OEHS was instrumental in developing promotional materials and website design for WV WARN.

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Task 6.3

Status of Grant Expenditures [Breakout dollar amounts per activity or budget categories, e.g. DWSRF]

Former Expense: [Explain reason(s) for slow drawdown of funding]

There have been numerous reasons for slow drawdown of funds, including:

- Staffing vacancies – This not only impacts the salary of vacant positions, but also the fringes
- Travel Expenses
- Supplies
- Administration of contracts

Some items were proposed and the cost was less than expected.

Workplan conceptional ideas and the actual implementation costs did not always match.

Current Year Expense:

This was reported in the DWSRF annual report that was submitted September 2007.

Future/Projected Expense:

Please refer to "WV DWSRF Set-Aside Progress Activity Report for Time Period January 1, 2008 – June 30, 2008", submitted under separate cover, for future/projected expense.

OEHS plans to complete approved activities.

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7. Operator Certification Expense Reimbursement Grants (ERG)

Separate Guidance has been issued for these grants. Use this space on the Checklist to capture the funded activities and use this tool for reporting purposes. NOTE: Environmental Results provisions do not apply to these grants. These grants were awarded prior to EPA Order.

Goal 2: Safe and Clear Water--Ensure drinking water is safe. Restore and maintain oceans, watersheds and their aquatic ecosystems to protect human health, support economic and recreational activities, and provide healthy habitat for fish, plants and wildlife.

Objective 1: Protect human health by reducing exposure to contaminants in drinking water (including protecting source water), in fish and shellfish, and in recreational waters.

Subobjective 1: Water safe to drink

NOTE: State is required to give "detailed" narrative of work being performed and on the "progress" being made under each funded set-aside. Listing activities in one or two sentences does not give a complete picture. State's narrative should tell a story, connecting the information from previous reports to current. EPA also suggests including numbers where ever it is feasible (e.g. # of courses held) and discuss results or effectiveness of activities being performed. **Submit progress activity report covering July 1 – December 31, 2008 that reflects financial status and time schedule for expended all grant funds by the end of the project period. Due February 15, 2009 in addition to the PWSS progress report.**

Task 7.1 e-Training

Trainings held for small system operators to receive CEH hours

Progress To-Date

Submitted a Request for ERG time extension to facilitate the timely use of ERG funds within the approved workplan.

Online Training – OEHS continues to contract with 360 Water, Inc. to provide continued free, online training for small system water operators to receive approved CEHs. During this reporting period, 25 operators received free CEH training online to use towards renewal. A total of 153 classes were taken.

A Request for Quotation is currently being developed to provide additional, free, technology-based, interactive, distance educational training courses for small system operators in West Virginia from multiple vendors. It is anticipated this contract will be awarded in late 2008.

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Contracted with ColorID on June 1, 2008 to provide equipment, software, and training for a new operator identification card system. One of the intents of this new system will be to someday facilitate electronic documentation of operator attendance at larger CEH training courses.

Future Plans [Discuss plans to revise workshop to include other activities]
Submit above draft contracts to state purchasing for approval and vendor award.

Benefits (Lessons learned, if any)

Task 7.2

In-house Internet Training and Web CT review

Progress To-Date

A Request for Quotation went out July 19, 2007 to identify an outside vendor to develop and provide technology-based, interactive distance educational training courses for small system operators in West Virginia. A contract (EHS80365) was awarded on September 1, 2007 to develop and provide the above mentioned on-line and electronic operator training. The contract is with E-train Online, Inc. and will provide a Basics and Help System available online and via CDROM upon its completion. A kick-off meeting was help with E-train Online, Inc. at our office on November 1-2, 2007. The contract is in progress and the project is projected to be completed by September 1, 2008.

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A Request for Proposal is currently being drafted to develop an Advanced Course and Virtual Training Library to be used on the OEHS website and via CDROM, an extension of the above Basics Course contract. This contract will provide additional technology-based, interactive, distance educational training courses for small system operators in West Virginia on advanced learning topics such as source water protection, capacity development, emergency awareness and compliance sampling. It is anticipated this contract will be awarded in late 2008/early 2009.

Creating a proposal for designated operator workspaces to use purchased desktops at each District Office to facilitate use of electronic training resources. Met with information technology group to discuss network security issues involved with providing non-state employee operators computer access. Met with administration to determine modular furniture needs for each location. It is anticipated this equipment be ordered in late 2008.

Awaiting new 1D course manual to be developed through 2% HELP grant then will decide need for interactive 1D certification course. Currently, OEHS is focusing our efforts on electronic CEH courses. One of the strengths of this required 1 day face-to-face course is to meet essential contacts within OEHS and have the opportunity to ask questions.

Future Plans

Determine in-house equipment needed to facilitate implementation of newly developed electronic resources (e.g. digital projectors).

Benefits (Lessons learned, if any)

Task 7.3

Backflow Prevention Assembly Test(s)

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Progress To Date

OEHS continues to contract with WV ETC (EHS60367) to provide the required Backflow Prevention Assembly Inspector/Tester (BPAIT) certification and recertification courses across the state.

- Five (5) 40-Hour BPAIT Certification courses with 41 students total.
- Four (4) 8-Hour BPAIT Recertification courses with 24 students total.

Received informal notice from WV ETC to renew current contract for one year with the same terms. Contract extended November 1, 2007 through August 30, 2008.

Future Plans

Develop a new contract with a vendor to continue to provide the required Backflow Prevention Assembly Inspector/Tester (BPAIT) certification and recertification courses across the state once current contract with WV ETC ends.

Benefits (Lessons learned, if any)

Task 7.4

Status of grant expenditures [Breakout dollar amounts per activity or budget categories, e.g., DWSRF]

Former Expense: [Explain reason(s) for slow drawdown of funding]

OEHS requested an ERG grant time extension through 12/31/09. OEHS will use this extension to complete projects within the approved ERG workplan. The extension will enable associated monies to be spent as initially planned and addresses identified funds not disbursed respectively in a timely manner as originally intended in the approved ERG. OEHS has only spent ~6% of the ERG as of April 1, 2008. With the requested extension through 12/31/09, OEHS plans to spend 89% of the ERG. At the end of the extended

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period, OEHS will close out the grant with any remaining balances ($156,988 estimated) to be rolled into the Drinking Water State Revolving Fund (DWSRF).

See time extension request or the Operator Certification Expense Reimbursement Grant (ERG) document submitted in July 2008 for reasons for slow drawdown of funds.

Current Year Expense:

See above

Future/Projected Expense:

Continue to implement the approved workplan, which identified remaining funds and how they will be expended. The following projects are planned and approved under current, amended ERG workplan:

1. Training Trailer to allow small system operators across WV to receive on-site training by utilizing a system of mobile resources and a water operator training specialist to provide technical assistance, training, and distribution of drinking water industry resources. This project will be divided into 2 parts. Part I will design and purchase the training trailer equipped with water treatment equipment and related resources. Part II will contract a future training trailer use state-wide. OEHS is currently finalizing Request for Quotation draft for Part I. It is anticipated this work will be awarded in early 2008.
2. Developing a Water Operator Career Awareness Campaign to act proactively and efficiently in addressing the operator shortage issue. Have identified and will invite key individuals to identify and establish a committee to determine the best direction and approach to addressing the operator shortage issue and raise overall awareness of the operator profession and drinking water industry.

OEHS plans to complete approved activities.

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Percent of CWSs or SWAs for CWSs with Source Water Protection Strategies in Place and Being Implemented				
State: West Virginia				
Level of Implementation	Strategy in Place and Being Implemented		Substantial Strategy Implementation	
(Columns or rows do not need to add to 100%)				
Number of Community Systems	CWS/SWA for CWS	Population	CWS/SWA for CWS	Population
Ground water-based 209 (294,045 pop)	-----	------	34 16%	129,537 44%
Surface water-based 294 (1,197,702 pop)	------	------	81 28%	670,331 56%
Total 503 (1,491,747 pop)	------	-------	115 23%	799,868 54%

Percent Change in CWSs or SWAs for CWSs Achieving Substantial Implementation of Source Water Protection Strategies		
State: West Virginia		
	Substantial Strategy Implementation	
	CWS/SWA for CWS	Population
State total (current year)	23%	54%
Percent change ** current year – previous year first year **EPA will calculate the percent change based on the previous and first years' data reported by the State.		

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