



ITCA National Tribal Water Systems Training & Certification Program

*ITCA is a USEPA-approved provider of
operator certification services for Tribal water
utilities personnel.*



SAFE DRINKING WATER ACT (SDWA) FEDERAL REGULATIONS **TRAINING COURSE & OPERATOR CERTIFICATION EXAM SESSIONS** **(Event ID #24005-blended)**

Entire Course (Parts 1 & 2), April 2-April 12, 2024

Sponsored by the USEPA Region 9
Hosted by the *Colorado River Indian Tribes*

Includes:

- ✓ Comprehensive training for personnel of Tribal utilities
- ✓ Opportunity for FREE Professional Certification
- ✓ Includes in-person operator certification exam sessions
- ✓ Travel Expense Reimbursement Stipends Available



Student comments from past offerings of this training course:

*“Nikki and Kassidy did a great job!
They had my attention the whole time,
they had all the links and tabs for their
presentation ready and they made the
class fun. I hope to have another class
with them again.”*

*“As a new staff person to Tribal
Water Operator courses, the
information presented is invaluable
and will most certainly help me
better understand Public Water
Systems.”*



NATIONAL TRIBAL WATER SYSTEMS OPERATOR CERTIFICATION PROGRAM
TRAINING EVENT BROCHURE

SAFE DRINKING WATER ACT (SDWA) FEDERAL REGULATIONS TRAINING COURSE
AND OPERATOR CERTIFICATION EXAM SESSIONS
Event ID #24005, blended with Parts 1 & 2

Sponsored by the USEPA Region 9

PART 1, live On-Line
April 2-5, 2024
Tues./Wed./Thur./Fri.

AND

PART 2, In-Person
April 8-12, 2024
Hosted by
the *Colorado River Indian Tribes*
Parker, Arizona

THE TRAINING COURSE:

The Inter Tribal Council of Arizona, Inc. (ITCA) is pleased to offer the **Safe Drinking Water Act (SDWA) Federal Regulations Training Course**. The course offers over 36 hours of training and is designed to enhance the skills and knowledge of Tribal drinking water utilities personnel.

During the second part of this training course, optional certification exam sessions will be offered for free to allow eligible applicants to take the **Federal Regulations (FedReg) Exam Modules**, which are now required for drinking water operator certification through the ITCA National Tribal Operator Certification Program. Attendees that are only interested in the training may choose not to take the certification exams.

Students will learn how to find federal SDWA rules, regulations, and supporting documents, as well as how to use and apply them to Tribal water utility scenarios. Subjects covered in this training course will include: Regulatory framework; overview of the various SDWA rules (including the Revised Lead & Copper, Revised Total Coliform, Groundwater, Surface Water, Disinfection Byproducts, Arsenic, and Public Notice rules); maintaining disinfection residual; sample locations and sample plans; compliance monitoring and sampling requirements; interpreting and reporting sample results; maintaining mandatory records; consumer confidence report and public notifications; and significant deficiencies and triggered assessments.

Electronic Tablets containing federal SDWA references and guides will be mailed to registrants that are accepted into this course. Students are encouraged to keep the Electronic Tablets for use on the job and to assist in their duties as a Tribal drinking water utilities professional.

INSTRUCTOR:

ITCA has contracted with subject-matter expert Ms. Nicole Mangin, of MEC TECH Services, Inc., to instruct this training course. Ms. Mangin has extensive experience in the operations, maintenance, and regulatory compliance of Tribal drinking water distribution systems and treatment facilities.

The Inter Tribal Council of Arizona, Inc. is an equal opportunity provider and employer.

Ak-Chin Indian Community
Cocopah Tribe
Colorado River Indian Tribes
Fort McDowell Yavapai Nation
Fort Mojave Tribe
Gila River Indian Community
Havasupai Tribe
Hopi Tribe
Hualapai Tribe
Kaibab-Paiute Tribe
Pascua Yaqui Tribe
Pueblo of Zuni
Quechan Tribe
Salt River Pima-Maricopa Indian Community
San Carlos Apache Tribe
San Juan Southern Paiute Tribe
Tohono O'odham Nation
Tonto Apache Tribe
White Mountain Apache Tribe
Yavapai-Apache Nation
Yavapai-Prescott Indian Tribe

COST:

Personnel of Tribal water utilities may attend this training course for **free**.

LOCATION:

Part 2 of the training course will be hosted by the Colorado River Indian Tribes and will be held at the Bluewater Resort and Casino, which is located at 11300 Resort Dr., Parker, Arizona 85344. The contact phone number for the Resort is (888) 243-3360.

BLENDED LEARNING FORMAT:

This training course covers a comprehensive curriculum that is provided in two sequential parts.

(**Part 1** uses a live on-line virtual format) and (**Part 2** uses an in-person classroom format).

The in-person Part 2 picks up where the virtual Part 1 ends. The in-person Part 2 will not spend any time reviewing curriculum content covered during the virtual Part 1.

DATES & TIMES:

The training and certification event will follow the tentative schedule shown in the table below. A course syllabus with full agenda will be provided to individuals that are accepted into the course.

<u>PART 1: Live On-Line Class Sessions</u>				
Mandatory Orientation	Class Session 1	Class Session 2	Class Session 3	Class Session 4
The course instructor will conduct a virtual 1-on-1 meeting with each individual student for a 30-minute mandatory pre-course orientation.	Tuesday, April 2, 2024	Wednesday, April 3, 2024	Thursday, April 4, 2024	Friday, April 5, 2024
	8:00 a.m. – 12:00 p.m. Pacific Daylight Time			

<u>PART 2: In-Person Class Sessions at the Bluewater Resort and Casino Parker, Arizona</u>			
Date	Activities	Local Time	
		Start	End
Monday, April 8, 2024	Class Session 5 Lunch Break (on your own) Class Session 6	8:00 a.m. 12:00 p.m. 1:00 p.m.	12:00 p.m. 1:00 p.m. 5:00 p.m. or earlier
Tuesday, April 9, 2024	Class Session 7 Lunch Break (on your own) Class Session 8	8:00 a.m. 12:00 p.m. 1:00 p.m.	12:00 p.m. 1:00 p.m. 5:00 p.m. or earlier
Wednesday, April 10, 2024	Class Session 9 Lunch Break (on your own) Class Session 10	8:00 a.m. 12:00 p.m. 1:00 p.m.	12:00 p.m. 1:00 p.m. 5:00 p.m. or earlier
Thursday, April 11, 2024	Class Session 11 Lunch Break (on your own) Class Session 12	8:00 a.m. 12:00 p.m. 1:00 p.m.	12:00 p.m. 1:00 p.m. 5:00 p.m. or earlier
Friday, April 12, 2024	Morning Exam Session Afternoon Exam Session	9:00 a.m. 1:00 p.m.	11:30 p.m. or earlier 5:00 p.m. or earlier

Course Prerequisites

- **New Student Orientation Meeting.** To be sure everyone is ready for the first day of class, ITCA and MEC TECH Services have set up a new student **orientation meeting** to be completed before the first class session. This will be a brief, one-on-one, on-line meeting between the student and the instructor. During the one-on-one meeting, the student will receive a guided tutorial on how to set up a profile on the learning management system and assess the student's needs for the course. Registrants that are accepted into the course will be contacted for scheduling of the one-on-one meeting.
- **Computer Microphone & Camera.** This course requires that students use a computer **microphone** (headset is preferred) and a **web camera** to enable interaction and participation in group activities. It is important to have these items for the start of class. ITCA offers both a headset and web camera for FREE to registrants that are accepted into this course. During registration, please specify if any of these items are needed.

ATTENDANCE & CONTACT HOURS:

Attendees that complete the course requirements will receive written recognition of earned training contact hours based on class participation, attendance, and training course task assignments. Training contact hours may be accepted towards the training requirements for new certification or as Professional Development Hour (PDH) / continuing education credit towards the renewal of existing certification. Confirmed registrants that are interested in only earning training contact hours may attend as many of the class sessions as needed.

REGISTRATION: Course Registration Deadline is March 25, 2024

Training course size is limited and offers Priority Registration for Tribal utilities located in the USEPA Region 9 geographic area (including AZ, CA, and NV). A General Admission Waiting List Registration is available for Tribal utilities located outside of the Region 9 geographic area. To register, click on this event's active link on the ITCA Program webpage (<http://www.itcaonline.com/tws>) to visit the online registration platform or manually complete and return the attached registration form. Registration for this event is scheduled to close at the end of the day on **March 25, 2024**. Registration is subject to close before this deadline if all class seats are reserved. Registrants that are accepted into the training course will receive written confirmation of a reserved seat. Please Note: a reserved seat does not apply to the exam sessions. Separate written approval is required to be admitted into the certification exam sessions (see below).

ITCA PROGRAM OBJECTIVE:

The National Tribal Water and Wastewater Operator Certification Program at ITCA serves to meet the needs of system operators working on Tribal lands and to provide a jurisdictionally correct alternative to state certification programs. The ITCA is a U.S. EPA-approved provider of certification services under the U.S. EPA Tribal Drinking Water Operator Certification Program Guidelines and makes its services available to all Tribal water and wastewater utilities personnel working in Indian Country. ITCA-issued certification in drinking water or wastewater is deemed equivalent and accepted through reciprocity (exam waiver) by numerous states. Tribal operator certification is an additional way by which Tribal governments can exercise their sovereignty and promote their self-determination goals.

EXAMINATION & CERTIFICATION: Exam Application Deadline is April 4, 2024

Water utilities personnel operating systems located on federal trust Tribal lands (Indian reservations) may apply for ITCA operator certification and take the operator certification exams for free. ITCA staff will be available during the training event to proctor paper-booklet certification exams (both the Federal Regulatory Exam Module and the ABC/WPI Standardized Exam) to eligible Tribal utilities personnel seeking drinking water operator certification. Participants must have prior written approval from ITCA to

be admitted into the examination sessions. Approval is based upon submittal of a completed ITCA *Application for New (Drinking Water) Certification* by close of business on **Thursday, April 4, 2024**. Please refer to the ITCA Application Booklet for complete certification eligibility criteria and the application, which is available on the ITCA website or by directly contacting the ITCA Tribal Water Systems Department. You are highly encouraged to submit an application as soon as possible.

ITCA drinking water operator certification requires two exams—the **FedReg Exam Module** AND the Standardized Exam. The FedReg exam has been uniquely developed to utilize an “open book” format. ITCA will provide to each student an electronic tablet containing the federal regulatory reference documents pre-loaded for examinees to look up as they are taking the Federal Regulations exams. This course teaches students to use these tablets in preparation for these exams.

Please Note: ITCA does NOT “teach to the certification exams.” Students intending to take one or more operator certification exams during this training course are encouraged to review the applicable **Need-to-Know Criteria** Documentation and the referenced documents recommended for study in association with the particular certification exams.

Paper-Booklet Operator Certification Exam Sessions

The following two (2) paper-booklet certification exam sessions will take place during the in-person Part 2 of the training event for those interested in earning drinking water operator certification through the ITCA National Tribal Operator Certification Program.

- Morning Exam Session – FedReg Exams. On Friday, April 12, 2024, starting promptly at 9:00 a.m. and concluding at or before 11:30 a.m., the Federal Regulations (FedReg) Exam Modules will be administered to interested and eligible Tribal utilities personnel. The following two (2) types of exams will be offered during the morning exam session. During this session, a person may take only one exam.
 - Federal Regulations Exam Module for Water DISTRIBUTION Operator Certification
 - Federal Regulations Exam Module for Water TREATMENT Operator Certification
- Afternoon Exam Session – Various Types of Exams. On Friday, April 12, 2024, starting promptly at 1:00 p.m. and concluding at or before 5:00 p.m., the Federal Regulations (FedReg) Exam Modules will be administered to interested and eligible Tribal utilities personnel. Additionally, for convenience purposes, the Standardized ABC/WPI Exam (current edition) for Water Distribution or Water Treatment operator certification can be administered to interested and eligible Tribal utilities personnel. The Standardized Exams are closed-book exams. Please note that this SDWA Federal Regulations Training Course helps prepare individuals for the FedReg Exam Modules but does NOT prepare individuals for the Standardized Exams, as those are subjects covered in different certification preparatory courses. The following types of exams will be offered during the afternoon exam session. During this session, a person may take only one exam.
 - Federal Regulations Exam Module for Water DISTRIBUTION Operator Certification
 - Federal Regulations Exam Module for Water TREATMENT Operator Certification
 - Water Distribution Standardized Operator Certification Exams (levels 1 through 4 available)
 - Water Treatment Standardized Operator Certification Exams (levels 1 through 4 available)

LODGING:

You are responsible for making your own travel and lodging arrangements. For your convenience, a few hotels within the area are listed below. This is a non-inclusive, non-endorsement listing.

- Bluewater Resort and Casino, 11300 Resort Dr., Parker, AZ 85344, Phone: (888) 243-3360
- Best Western Parker Inn, 1012 S Geronimo Ave., Parker, AZ 85344, Phone: (928) 669-6060
- Quality Inn Parker, 604 S California Ave., Parker, AZ 85344, Phone: (928) 669-2133

TRAVEL EXPENSE REIMBURSEMENT STIPENDS:

Limited travel expense reimbursement stipends (partial reimbursement) may be available for individuals who are working on Tribal lands and who attend the entire training event. Travel expense cost will be considered on a case-by-case basis and may be subject to funding restrictions. Travel expenses are reimbursed at the federal government GSA rates. The maximum per diem rate for zip codes 85344 in the area of Parker, Arizona for the period of this event is \$107 for lodging and \$59 for meals and incidentals. According to federal guidelines, local residents traveling less than fifty miles one-way are eligible only for mileage reimbursement costs for use of privately-owned automobiles at the rate of \$0.655 per mile.

To request a travel expense reimbursement, please submit an ***ITCA Travel Expense Reimbursement Claim Form*** within fifteen (15) days following the training event. The travel expense claim form must include the signature of the attendee's supervisor. ITCA will verify an applicant's eligibility based on event attendance records maintained by ITCA staff. This form is available upon request.

A registrant that has received seat confirmation from ITCA may request written verification of ITCA reimbursement funds prior to travel. To do so, please submit a completed *Preliminary Application for Travel Reimbursement Stipend Form* to ITCA before your travel to the event. The form must include the signature of the confirmed registrant's supervisor. This form is available upon request. Preliminary applications received by the deadline will be considered on a first-come first-served basis and will be subject to funding availability. Preliminary applications that are approved by ITCA will receive written notice stating the level of funding available for their travel reimbursement.

PUBLIC HEALTH CONSIDERATIONS:

Protection of public health is a top priority and ITCA intends for the in-person Part 2 of this event to align with federal and local guidelines and recommendations. As of the date of the ITCA event announcement, February 2, 2024, the COVID-19 County Check website of the Centers for Disease Control and Prevention (CDC), indicated the following.

“In La Paz County, Arizona, the COVID-19 hospital admission level is **Low**”

“People may choose to mask at any time. People with symptoms, a positive test, or exposure to someone with COVID-19 should wear a high-quality mask or respirator when in doors in public.”

Nonetheless, this training event is available for personnel working on Tribal lands located throughout the country. Some of the attendees, the instructor / speakers, and facilitators will travel from various other locations to attend this event. This in-person event will take place indoors within meeting rooms. Attendees will be encouraged to sit in an every-other seat pattern for social distancing and for exam proctoring best practices. Individuals are free to choose whether to wear a facemask, including during the exam sessions.

Please Note: Photographs taken by ITCA staff at training/meeting events may be used in ITCA publications including, but not limited to, ITCA's website, publications and social media. If you do not consent to have your photograph published, please notify ITCA staff at the training/meeting event.

For additional information, please contact the ITCA Tribal Water Systems Department at (602) 258-4822.



**SAFE DRINKING WATER ACT FEDERAL REGULATIONS TRAINING COURSE
AND OPERATOR CERTIFICATION EXAM SESSIONS
(Event ID #24005-blended format)**

PART 1, live on-line, April 2-5, 2024
PART 2, in-person, April 8-12, 2024, Parker, Arizona

(Please Print Clearly)

Name of Registrant: _____
(First) (Last)

Title/Position: _____

Tribe/Organization: _____

Tribal Utility/Department: _____

E-mail Address: _____

Office Phone Number: (____) _____ - _____ Cell Phone Number: (____) _____ - _____

Business Address: _____
(for mailing of letters) (Street/P.O. Box)

(City) (State) (Zip Code)

Shipping of Course Materials

Those who are accepted into this training event will be shipped the training materials. Please note the shipping service only delivers to street addresses (no PO Box addresses). If different than above, please provide a shipping address to where we can ship course materials to you.

Shipping Address: _____
(Street Address)

(City) (State) (Zip Code)

Will attendee be requesting **travel expense reimbursement stipend**? ☐ YES ☐ NO

Will attendee be testing for **operator certification at the event**? ☐ YES ☐ NO

Two exam sessions are offered for free during Part 2 of this training course. **NOTICE:** To be considered for approval to take a certification exam, you must submit an Application for New Certification for the type of exam for which you are applying, by the application deadline: **April 4, 2024**.

Complete all four (4) pages of the registration form and return by **March 25, 2024**

Send completed form by e-mail, fax, or mail, to the following:

Inter Tribal Council of Arizona, Inc.

TRIBAL WATER SYSTEMS DEPARTMENT

2214 N. Central Avenue, Phoenix, AZ 85004, Telephone: (602) 258-4822, Fax: (602) 258-4825

amara.kamara@itcaonline.com

REGISTRATION REQUEST FORM—Page 2



SAFE DRINKING WATER ACT FEDERAL REGULATIONS TRAINING COURSE AND OPERATOR CERTIFICATION EXAM SESSIONS (Event ID #24005-blended format)

PART 1, live on-line, April 2-5, 2024

PART 2, in-person, April 8-12, 2024, Parker, Arizona

Name of Registrant: _____
(First) (Last)

- ☐ Yes, I do plan on attending the blended format, two-part SDWA Federal Regulations training course, (ID #24005) with Part 1 being held on-line, and Part 2 being held in-person at the Bluewater Resort & Casino located at 11300 Resort Dr., Parker, Arizona 85344.
- ☐ Yes, I understand that if accepted into this training course, ITCA will send me written confirmation of a reserved class seat and will ship to me materials for this course.
- ☐ Yes, I agree that if my plans change and I am unable to attend this course, I will inform ITCA as soon as possible and will work with ITCA on returning the course materials so that they can be used by others.
- ☐ **Yes, I understand that if I plan to take an operator certification exam, I must submit a complete ITCA Application for New Certification. I understand that prior approval from ITCA is required to be admitted into the certification exam sessions.**
- ☐ Yes, I understand that I am responsible for making my own travel and lodging arrangements.
- ☐ Yes, I understand the Inter Tribal Council of Arizona, Inc. reserves the right to cancel or reschedule any training event due to lack of enrollment or funds.
- ☐ Yes, I understand that photographs taken by ITCA staff at training/meeting events may be used in ITCA publications including, but not limited to, ITCA's website, publications and social media. I understand that if I do not consent to have my photograph taken or used in this way, I must notify ITCA staff prior to or at the event.

To enhance your ability to participate in the on-line virtual Part 1 of the training course, do you need to be sent a free webcam and / or microphone headset? (Please note that for any registrations received after March 25, 2024, you might not receive such items in time for the course.)

☐ NO ☐ YES

ITCA is an equal opportunity provider. Do you need any special accommodations during the event? If so, please describe.

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REGISTRATION REQUEST FORM—Page 3



SAFE DRINKING WATER ACT FEDERAL REGULATIONS TRAINING COURSE AND OPERATOR CERTIFICATION EXAM SESSIONS (Event ID #24005-blended format)

PART 1, live on-line, April 2-5, 2024
PART 2, in-person, April 8-12, 2024, Parker, Arizona

Name of Registrant: _____
(First) (Last)

What do you hope to get out of this training course? (Select all that applies)

☐ Training hours ☐ Certification prep ☐ Networking ☐ Other

HEALTH & SAFETY STATEMENT

Read and checkmark to agree to the health and safety statement.

To be considered for acceptance into this professional certification training and/or examination event, you must agree to the following health and safety statement (checkmark and signature required):

- ☐ **I agree that I am personally responsible for my safety and actions associated with in-person attendance of an ITCA professional certification training and/or examination event. I understand the hazards of the coronavirus (COVID-19) and I am familiar with the Centers for Disease Control and Prevention (CDC) guidelines regarding COVID-19. I acknowledge and understand that the circumstances regarding COVID-19 are changing from day to day and that, accordingly, the CDC guidelines, as well as Tribal, Federal, State, and local restrictions associated with COVID-19, are regularly updated. For in-person attendance of the ITCA professional certification training and/or examination event, I accept full responsibility to comply with the most current CDC guidelines and any other applicable COVID-19 restrictions imposed under Tribal, Federal, State, and local law. As a condition of in-person attendance, I agree to comply with all COVID-19 policies, rules, guidelines, signage, and instructions provided by the venue services provider for this event.**

Registrant's Original Signature

Date

Complete all four (4) pages of the registration form and return by **March 25, 2024**

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AND OPERATOR CERTIFICATION EXAM SESSIONS
(Event ID #24005-blended format)**

PART 1, live on-line, April 2-5, 2024
PART 2, in-person, April 8-12, 2024, Parker, Arizona

Name of Registrant: _____
(First) (Last)

Two (2) OPTIONAL exam sessions are offered for free on April 12, 2024—one in the morning and one in the afternoon. Therefore, with this registration form, a candidate can sign up to take up to two exams, one exam per session.

NOTICE: To be considered for approval to take a certification exam, you must submit a separate Application for New Certification for each type of certification for which you are applying, by the application deadline: **April 4, 2024**.

Morning Exam Session—FedReg Exam

Friday, April 12, 2024, 9:00 a.m. to 11:30 a.m.
(Select **only one** type of exam)

- ☐ WATER **DISTRIBUTION FEDERAL REGULATIONS EXAM MODULE**
(40-questions, open-book exam for all levels, reference materials provided by ITCA on electronic tablet)
- ☐ WATER **TREATMENT FEDERAL REGULATIONS EXAM MODULE**
(40-questions, open-book exam for all levels, reference materials provided by ITCA on electronic tablet)

Afternoon Exam Session—Various Types of Exam

Friday, April 12, 2024, 1:00 p.m. to 5:00 p.m.
(Select **only one** type of exam)

- ☐ WATER **DISTRIBUTION FEDERAL REGULATIONS EXAM MODULE**
(40-questions, open-book exam for all levels, reference materials provided by ITCA on electronic tablet)
- ☐ WATER **DISTRIBUTION SYSTEM OPERATOR**
(110-questions, ABC/WPI 2019-edition standardized, closed-book exam)
Select a level: L1☐ L2☐ L3☐ L4☐
- ☐ WATER **TREATMENT FEDERAL REGULATIONS EXAM MODULE**
(40-questions, open-book exam for all levels, reference materials provided by ITCA on electronic tablet)
- ☐ WATER **TREATMENT SYSTEM OPERATOR**
(110-questions, ABC/WPI 2019-edition standardized, closed-book exams)
Select a level: L1☐ L2☐ L3☐ L4☐

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