



ITCA National Tribal Water Systems Training & Certification Program

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



WASTEWATER TREATMENT – LEVEL 1 **OPERATOR CERTIFICATION TRAINING COURSE (#26006-blended)**

Entire Course (Parts 1 & 2), August 17-28 22, 2026

**In-person Part 2 in Camp Verde, Arizona
Partnering with the *Yavapai-Apache Nation***

Includes:

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



Student comments from past offerings of similar trainings by this instructor.

*“I like how Mike is so detailed and
keeps the class involved.”*

*“The training course was great- it was
informational and covered need to
know”*



NATIONAL TRIBAL WATER SYSTEMS OPERATOR CERTIFICATION PROGRAM
TRAINING EVENT BROCHURE

WASTEWATER TREATMENT - LEVEL 1
OPERATOR CERTIFICATION TRAINING COURSE (Event ID #26006-blended)
Parts 1 & 2

PART 1, live on-line
August 17 – 21, 2026
Monday – Friday

AND

PART 2, in-person,
August 24 – 28, 2026
Camp Verde, Arizona

THE TRAINING COURSE:

The Inter Tribal Council of Arizona, Inc. (ITCA) is pleased to offer the **Wastewater Treatment – Level 1** training course. The course offers over 48 hours of training and is designed to enhance the skills and knowledge of Tribal wastewater treatment facility operators. Subjects covered in this training course will include: an overview of activated sludge wastewater treatment with review of lagoon processes, activated sludge components, pumps and motors, operational tests for process control using laboratory sampling and testing, disinfection, process control using observations and appearance of wastewater sludge at various points of the treatment process, wastewater treatment mathematics, and worker safety. This course is intense and requires participants to study outside the classroom. Training reference materials will be mailed to registrants that are accepted into this course.

ITCA does NOT “teach to the certification exams.” Students intending to take the operator certification exam during this training course are encouraged to study the need-to-know criteria and recommended study guide references associated with the certification exam. The Wastewater Treatment – Level 1 operator certification exam will be offered for free during the second part of this training course. Attendees that are only interested in the training may choose not to take the certification exam.

INSTRUCTOR:

ITCA has contracted with subject-matter expert Mr. Michael Alvidrez, of Alvidrez Water Operations, LLC, to instruct this training course. Mr. Alvidrez has extensive experience working in Indian Country and in the operation and maintenance of wastewater treatment facilities.

COST:

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

LOCATION:

Part 2 of the training course will be partnered with the Yavapai-Apache Nation Utility Authority and will take place at the **Tunlii Community Building**, which is located at 1520 E. Cherry Creek Rd., Camp Verde, Arizona 86322. The contact phone number for the Yavapai Apache Nation Utility Authority is (928) 649-6930.

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

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 review 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> 8:00 a.m. – 12:00 p.m. Pacific Daylight Time | | | | |
|---------------------------------------------------------------------------------------------------|-----------------------------|-------------------------------|------------------------------|----------------------------|
| Class Session 1 | Class Session 2 | Class Session 3 | Class Session 2 | Class Session 4 |
| Monday, August 17, 2026 | Tuesday, August 18, 2026 | Wednesday, August 19, 2026 | Thursday, August 20, 2026 | Friday, August 21, 2026 |

Computer Microphone & Camera. Part 1 of 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.

| <u>PART 2: In-Person Class Sessions at the Tunlii Community Building, Camp Verde, Arizona</u> | | | |
|----------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------|----------------------|
| Date | Activities | Local Time | |
| | | Start | End |
| Monday, August 24, 2026 | Class Session 5 | 8:00 a.m. | 12:00 p.m. |
| | Lunch Break (on your own) | 12:00 p.m. | 1:00 p.m. |
| | Class Session 6 | 1:00 p.m. | 5:00 p.m. or earlier |
| Tuesday, August 25, 2026 | Class Session 7 | 8:00 a.m. | 12:00 p.m. |
| | Lunch Break (on your own) | 12:00 p.m. | 1:00 p.m. |
| | Class Session 8 | 1:00 p.m. | 5:00 p.m. or earlier |
| Wednesday, August 26, 2026 | Class Session 9 | 8:00 a.m. | 12:00 p.m. |
| | Lunch Break (on your own) | 12:00 p.m. | 1:00 p.m. |
| | Class Session 10 | 1:00 p.m. | 5:00 p.m. or earlier |
| Thursday, August 27, 2026 | Class Session 11 | 8:00 a.m. | 12:00 p.m. |
| | Lunch Break (on your own) | 12:00 p.m. | 1:00 p.m. |
| | Class Session 12 | 1:00 p.m. | 5:00 p.m. or earlier |
| Friday, August 28, 2026 | Class Session 13 | 8:00 a.m. | 12:00 p.m. |
| | Lunch Break (on your own) | 12:00 p.m. | 1:00 p.m. |
| | Operator Certification Exam Session | 1:00 p.m. | 5:00 p.m. or earlier |

The certification exam session will take place during the in-person Part 2 of the training event for those interested in earning the Wastewater Treatment-Level 1 Operator Certification through the ITCA National Tribal Water & Wastewater Operator Certification Program. *Please be advised that prior approval from ITCA is required for admission into the exam session. There will be no late admission into the exam session.*

- Exam Session —On Friday, August, 28, 2026, starting promptly at 1:00 p.m. and concluding at or before 5:00 p.m., the ABC/WPI Exam (2012 edition) for Level 1 Wastewater Treatment operator certification will be administered to interested and eligible Tribal utilities personnel. This will be a closed-book exam session.

ATTENDANCE & CONTACT HOURS:

Attendees that complete the course requirements will receive written recognition of earned training contact hours based on class participation, homework assignments, and attendance. Training contact hours may be accepted towards the training requirements for new certification or as Professional Development Hours (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 August 12, 2026

To register for this training course, click on this event's active link on the ITCA National Tribal Water System (TWS) Program webpage (<http://www.itcaonline.com/tws>) to visit the on-line 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 **August 12, 2026**. 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 session. Separate written approval is required to be admitted into the certification exam session (see Exam & Certification section 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 August 26, 2026

Wastewater utilities personnel operating facilities located on federal trust Tribal lands (Indian reservations) may apply for ITCA operator certification and take the Wastewater Treatment – Level 1 operator certification exam for free. ITCA staff will be available during the in-person Part 2 of the training event to proctor paper-booklet certification exams to eligible Tribal utilities personnel seeking Wastewater Treatment - Level 1 Operator Certification. Participants must have prior written approval from ITCA to be admitted into the examination session. Approval is based upon submittal of a completed *ITCA Application for New (Wastewater) Certification* by close of business on **Wednesday, August 26, 2026**. 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 Program. You are highly encouraged to submit an application as soon as possible.

Students intending to take the certification exam are encouraged to study the following need-to-know criteria, which include lists of recommended study references.

- The ABC/WPI Need-to-Know Criteria for Wastewater Treatment Operator Class I can be found on the WPI website at: <http://www.gowpi.org>.

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.

- The Lodge at Cliff Castle Casino, 333 Middle Verde Road, Camp Verde, AZ 86322, (800) 381-7568
- Days Inn by Wyndham, 1640 West Highway 260, Camp Verde, AZ 86322, (928) 852-0124
- Comfort Inn Verde, 340 N Goswick Way, Camp Verde, AZ 86322 (928) 567-9000

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 for reimbursement 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 code 86322 in the area of Camp Verde, Arizona for the time period of this event is \$144 for lodging and \$80 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 \$0.725 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. This form is available upon request. 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.

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. This form is available upon request. The form must include the signature of the confirmed registrant's supervisor. Preliminary applications received five business days prior to the start of the in-person Part 2 of the course 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. This training event is available for personnel working on Tribal lands located throughout the country. Therefore, some of the attendees, the instructor / speakers, and facilitators will travel from various other locations to attend the in-person Part 2 of the event, which 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.



**WASTEWATER TREATMENT – LEVEL 1
OPERATOR CERTIFICATION TRAINING COURSE (Event ID #26006-blended)**

PART 1, live on-line, August 17 – 21, 2026
PART 2, in-person, August 24 – 28, 2026, Camp Verde, 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 book(s) / 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 a **travel expense reimbursement stipend**? YES NO

Will attendee be taking the **Wastewater Treatment – Level 1 certification exam**? YES NO

An exam session will be offered for free during Part 2 of this training course. **NOTICE:** To be considered for approval to take the Wastewater Treatment – Level 1 certification exam, you must submit an Application for New Wastewater Certification by the application deadline: **August 26, 2026.**

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

- Training hours Certification prep Networking Other

Complete the 2-page registration form and return by August 12, 2026

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

Inter Tribal Council of Arizona, Inc. TRIBAL WASTEWATER SYSTEMS DEPARTMENT
Address: 2214 N. Central Avenue, Phoenix, AZ 85004, Telephone: (602) 258-4822 Fax: (602) 258-4825

Matthew.Pickert@itcaonline.com



**WASTEWATER TREATMENT – LEVEL 1
OPERATOR CERTIFICATION TRAINING COURSE (Event ID #26006-blended)**

PART 1, live on-line, August 17 – 21, 2026
PART 2, in-person, August 24 – 28, 2026, Camp Verde, Arizona

Name of Registrant: _____
(First) (Last)

- Yes, I do plan on attending the blended format, two-part Wastewater Treatment – Level 1 training course (ID #26006), with Part 1 being held on-line, and Part 2 being held in-person at the Tunlii Community Building, which is located at 1520 E. Cherry Creek Rd., Camp Verde, Arizona 86322.
- 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 session.**
- 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 August 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 August 12, 2026, you might not receive such items in time for the first sessions of the on-line Part 1 of the course.)

NO YES

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

Complete the 2-page registration form and return by **August 12, 2026**

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

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