Web Resources

Tia Skerbeck REHS
Drinking Water Services
May 7, 2019
Overview of Presentation

1. Resources for Revisions to Program Element 50 (PE 50)
2. Other Resources
3. Upcoming Resources
Revisions to PE 50

- Include Modernization accountability process measures
- Update with current work
- Edit language and definitions
- Convert from contract to PE language
Revisions to PE 50

Process for New Program Element (PE) and Change to PE Scope of Work

START

Program identifies need for new program element or change in current program element (PE).

Program contacts Strategic Partnerships Lead (SPL) and their PSM to notify by email of need for change or new PE.

Are changes substantial or extensive?

YES

Program convenes workgroup of state and LD staff to draft new PE or changes to PE.

Program works with appropriate PHD subcommittee chair to review proposed PE changes or new PE at upcoming subcommittee meeting.

NO

Program notifies SPL by email that PE will be scheduled for CLHO and SPL schedules for PH Exec Meeting so program manager can present changes.

When subcommittee is ready to make recommendation to CLHO, subcommittee chair notifies CLHO chair for placement on upcoming CLHO meeting agenda. Please note: A change in funding may also be required to go to CLHO Healthy Structures Subcommittee.

PHD manager presents recommendation (in track changes) to PHD Exec Team Meeting to inform Exec Team prior to CLHO meeting.

At CLHO meeting, CLHO subcommittee chair presents recommendation to CLHO, PHD manager responsible for new PE (or PE change) attends CLHO meeting to respond to any questions.

PHD program works through their center’s PSM to submit PE via email to OSPHD Fiscal Specialist responsible for LHD contracting indicating the CLHO approval. Changes to a current PE should be submitted in “track changes.” SPL should be copied on the email submission.

END

CLHO approve recommended changes?

Yes

PHD manager works with the CLHO subcommittee to reach agreement and CLHO subcommittee chair brings revisions to CLHO for consideration with PHD manager attending to respond to questions.

OSPHD Fiscal Specialist submits revised PE to the Office of Contracts and Procurement (OC&P) using “track changes” and copies program staff and PSM. OC&P staff reviews and sends to DOI (if necessary). OC&P staff sends final PE to OSPHD Fiscal Spec.

OSPHD Fiscal Specialist sends final Program Element to SPL, program manager, and PSM.

OSPHD Fiscal Specialist includes revised PE in the next Financial Assistance Agreement amendment.

https://inside.dhs.ohio.state.or.us/images/stories/phd/docs/OSPHD/PE_process_map.pdf

PUBLIC HEALTH DIVISION
Drinking Water Services
Revisions to PE 50

• New PE in place July 1, 2018

• New review tool in place Oct, 2018

• Triennial reviews include mixture of old and new requirements

• No changes to PE since 2018
Revisions to PE 50

- Contact report submission for alerts
  - MCL alert 2 business days
  - All other alerts 6 business days

Investigation of Water Quality Alerts: LPHA must investigate all water quality alerts for detections of regulated contaminants at community, NTNC, TNC, and non-EPA water systems.

(a) Immediately following acute MCL alerts (E.coli, Nitrate, and Arsenic), LPHA must consult with and provide advice to the water system operator on appropriate actions to ensure that follow-up sampling is completed, applicable public notices are distributed, and that appropriate corrective actions are initiated. LPHA must submit a Contact Report to DWS within 2 business day of the alert date.

(b) For all other alerts, LPHA must promptly consult with and provide advice to the subject water system operator on appropriate actions to ensure that follow-up sampling is completed, applicable public notices are distributed, and that appropriate corrective actions are initiated. LPHA must submit a Contact Report to DWS within 6 business days of the alert date.
Contact report submission for alerts

- Web form only method to submit contact reports
Contact report submission for alerts

DWS Web Forms

- Contact Reports
- Water Advisories
- Update Deficiencies
- Upload Plan Review Waivers

Contact Report Instructions (PDF)
Last modified: April 23, 2019
Revisions to PE 50
Alert Response Time

PUBLIC HEALTH DIVISION
Drinking Water Services
Revisions to PE 50
Alert Response Time

Water Quality Alerts

Results: 65 results found for the selected criteria

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PUBLIC HEALTH DIVISION
Drinking Water Services
Revisions to PE 50
Survey Submission

• Survey submission
  – 45 days to DWS and water system
Revisions to PE 50 Survey Submission

**2018 Water System Surveys for All Counties, All Regulating Agencies**

Displaying all surveys due in 2018 and their current status. Inactive and non-EPA (state regulated) systems excluded. 561 results.

561 surveys due in 2018 - 556 completed (99%).

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<th>Regulating Agency</th>
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<th>PWS</th>
<th>PWS Name</th>
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## Revisions to PE 50 Survey Submission

### 2018 Water System Surveys for All Counties, All Regulating Agencies

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561 surveys due in 2018, 556 completed (99%).
Revisions to PE 50
Unresolved Deficiencies Follow up

• Send a failure to take corrective action letter

Water System Survey Significant Deficiency Follow-ups: LPHA must follow-up on significant deficiencies and rule violations in surveys on community, NTNC, and TNC water systems. Deficiencies include those currently defined in the DWS-Drinking Water Program publication titled Water System Survey Reference Manual (March, 2016).

(a) After deficiencies are corrected, LPHA must prepare a list of the deficiencies and the dates of correction and submit to DWS within 30 days of correction.

(b) If any deficiencies are not corrected by the specified timeline, LPHA must follow up with a failure to take corrective action letter.

(c) For priority deficiencies LPHA must ensure that the deficiencies are corrected by the specified timeline or are on approved corrective action plan. LPHA must submit the approved corrective action plan to DWS within 30 days of approval. After the deficiencies are corrected LPHA must prepare a list of the deficiencies and the dates of correction and submit to DWS within 30 days of correction. If priority deficiencies are not corrected by specified timeline, LPHA must ensure the water system carries out public notice, and refer to DWS for formal enforcement.
# Revisions to PE 50
Unresolved Deficiencies Follow up

## Water System Surveys

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The information on this page: Agriculture partners who have questions regarding this ms

On this page:
- Survey Manual and Rel
- Survey Form Templates
- Survey & Deficiency Fo
- For Operators

Survey Manual and:
- Water System Surv
- Symbols for Schema
- Counting Population
- Chemical Monitoring
- Standard Monitoring
- Outstanding Performance
- Deficiency List - rev
- Setback Issues For
- Membrane Survey
Revisions to PE 50
Unresolved Deficiencies Follow up

Templates for Survey Cover Letters

- Community Groundwater Systems - includes outstanding performer information language
- NTNC, TNC, and Non-EPA Groundwater Systems
- Community Surface Water Systems - includes outstanding performer information language
- NTNC, TNC, and Non-EPA Surface Water Systems

Survey Deficiency Follow-up

- Failure to Take Corrective Action Template for Groundwater Systems
- Follow-Up of Deficiencies Procedure - New 12/15/2015

For Operators

Resources to assist operators with preparing for surveys and inspections are located on the main site under Water System Operations.
Re: Water System Survey Significant Deficiencies/Rule Violations

Re: Water System Survey Significant Deficiencies/Rule Violations

[DATE]

[CONTACT NAME], [ADDRESS]

Re: Water System Survey Significant Deficiencies/Rule Violations

[DATE]

[CONTACT NAME], [ADDRESS]

Dear [CONTACT NAME]:

A water system survey was completed for [NAME] on [DATE] identifying significant deficiencies and rule violations to be corrected. A letter and copy of the survey report were mailed to your attention on [DATE]. Oregon Administrative Rule (OAR) 333-61-0076(6) and OAR 333-611-0032(6)(e) require water systems that use groundwater sources to have completed corrective action or be in compliance with a Department-approved corrective action plan within 120 days of receiving written notice of a significant deficiency.

The [NAME] was to complete corrective action by [DATE] or have a Department-approved corrective action plan with a reasonable timeframe to complete the corrective action. To date, this information has not been received. As a result, the [NAME] is in violation and is now subject to formal enforcement which could include the assessment of civil penalties. In order to return to compliance and avoid formal enforcement action, your corrective action plan to the water system survey report must be received and approved by [DATE]. Please send information to: [CONTACT NAME AND ADDRESS]. A copy of the survey letter is enclosed for your reference.

Since [NAME] failed to take action within the required timeframe, you must provide notification to all persons served by the water system as soon as practical and by no later than 30 days after the date of this letter. The public notice must include the mandatory language and corrective action taken. You are also required to issue a repeat notice every three months until all deficiencies are corrected or you are in compliance with an approved corrective action plan. A copy of the Tier 2 public notice instructions and template are enclosed.
### Water System Survey Deficiencies - Update

**PWS NUMBER:** OR41 99999 - HALL OF FAME TEST SYSTEM

**SURVEY DATE:** Jul 15, 2015

<table>
<thead>
<tr>
<th>Category</th>
<th>Deficiency</th>
<th>Initial Due Date (from letter)</th>
<th>Failure to Correct Deficiencies Letter Sent</th>
<th>Revised Due Date (corrective action plan)</th>
<th>Resolved Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Source</td>
<td>test</td>
<td>9/7/2015</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Well Construction</td>
<td>No screen on existing well vent</td>
<td>10/9/2015</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spring Source</td>
<td>Springbox not impervious durable material</td>
<td>9/7/2015</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spring Source</td>
<td>No watertight access hatch/entry</td>
<td>10/9/2015</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Disinfection</td>
<td>DPD or EPA approved method not used</td>
<td>9/7/2015</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cross Connection</td>
<td>No ordinance or enabling authority (C/WS)</td>
<td>9/7/2015</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Finished Water Storage</td>
<td>Roof and access hatch not watertight</td>
<td>10/9/2015</td>
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</tr>
</tbody>
</table>

Need help? [Email Drinking Water Services](mailto:Drinking.Water.Services@health.state.or.us) for assistance.
Revisions to PE 50
Unresolved Deficiencies Follow up

### Unresolved Deficiencies

<table>
<thead>
<tr>
<th>Regulating Agency</th>
<th>County Served</th>
<th>PWS</th>
<th>PWS Name</th>
<th>Survey Date</th>
<th>Earliest Due Date</th>
<th>Number of Deficiencies</th>
<th>System Type</th>
<th>System Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>MARION COUNTY</td>
<td>Marion</td>
<td>90633</td>
<td>BLM FISHERMANS BEND REC SITE</td>
<td>Jun 10, 2014</td>
<td>Oct 14, 2014</td>
<td>NC</td>
<td>0</td>
<td></td>
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<tr>
<td></td>
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</tr>
<tr>
<td>MARION COUNTY</td>
<td>Marion</td>
<td>01025</td>
<td>SCOFIELD MOBILE HOME COURT</td>
<td>Sep 27, 2018</td>
<td>Dec 22, 2015</td>
<td>4</td>
<td>C</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

- **Category:** Well Construction
- **Deficiency:** Does not meet setbacks from hazards
- **Due Date:** Overdue
- **Survey Date:** Jun 10, 2014
- **Earliest Due Date:** Oct 14, 2014

- **Category:** Cross Connection
- **Deficiency:** Annual summary report not issued (CWS)
- **Due Date:** Overdue
- **Survey Date:** Dec 22, 2015
- **Earliest Due Date:** Overdue

- **Category:** Management & Operations
- **Deficiency:** Annual CCR not submitted (CWS)
- **Due Date:** Overdue
- **Survey Date:** Feb 01, 2019
- **Earliest Due Date:** Overdue

$ A "Failure to Correct Deficiencies" reminder letter was sent to the water system for this deficiency. Deficiency dates & resolution were not tracked prior to 1/1/2014.
Other Resources
Contact Report Guidance

Contact Report Instructions (PDF)
Last modified: April 02, 2019

DWS Web Forms

Contact Reports
Water Advisories
Update Deficiencies
Upload Plan Review Waivers

PASSWORD RESET
Other Resources
Contact Report Guidance

Subject: How & When to Draft Contact Reports  Orig Date: 4/2019
Audience: Phone Duty Operators & Partners  Revised Date:

Purpose & Scope: To encourage creation of clear useful record of contacts with public water systems, and to educate staff on recent changes.

How and When to Draft Contact Reports

What is a contact report?
A contact report (CR), also known as an assistance action, is any substantive contact with a water system (WS) that can be summarized into a concise note and posted online to benefit yourself, your colleagues, the WS, and the public. You are required to input certain types of CRs, but it is seldom a bad idea to write a contact report for a WS.

Specifically, when am I expected to write a contact report after contact with a WS?
Here are some examples of when you should, and should not, enter a contact report:

**Should Write a Contact Reports**
- Alerts & Violations
- Chemical Detections (except repeat NO₃ ≤ MCL)
- All Complaints (Protect anonymity. Notify WS.)
- OERS & PH Duty calls
- Water Advisories (e.g., boil water)*

**Examples When You Should Not Write a CR**
- Repeating OARs
- Secondary contaminant alerts
- Helping WS with their Monitoring Schedules
- Simple help with Data Online

*Note: Water Advisories (boil water, do not drink water, no contact with water) are currently entered using a separate web form from contact reports (see “How to open the contact report form,” below).

You should always write a CR to clarify communication, particularly when you suspect the issue will not be resolved soon, or another colleague could benefit from the information when you are away, etc.

How to view contact reports online:
All contact reports can be viewed on Data Online here: [https://yourwater.oregon.gov/cr-all.php](https://yourwater.oregon.gov/cr-all.php)
This page can be found by clicking the “Contact Reports” link in the “Information by county” footer section on all Data Online pages. However, this may be of limited use to individual staff.

To find the contact reports for a specific water system, find the water system on Data Online and then click the “Contacts & Advisories” link in the water system specific footer section. For example:
Existing Resources

Conferences and Training

The information on this page is designed for and intended for use by Drinking Water Services County and Department of Agriculture partners who have specialized training and are registered as environmental health specialists. If you have questions regarding this material please contact Drinking Water Services at (971) 673-0406.

Presentations, documents, and files from conferences, seminars, and trainings are available below. Some of these files are very large and may take a while to download; the file size is indicated in parentheses if it exceeds 2 megabytes (MB).

Training Resources

- Silver Falls Conferences
- Fall Training
- Water System Survey Training
- 2008 Drinking Water Program Orientation

Spring Training

- 2019 - Register to Attend
- 2016
- 2017
- 2016

Fall Training

- 2018
- 2017
- 2016

2018 Silver Falls Materials

Agenda

2018 Agenda

2018 Fall Training Materials

Agenda

2018 Agenda

Presentations
Existing Resources

Document Library

- Drinking Water Services
- County & Dept. of Agriculture Resources
- Water System Surveys
- Conferences and Training

The information on this page is designed for and intended for use by Drinking Water Services County and Department of Agriculture partners who have specialized training and are registered as environmental health specialists. If you have questions regarding this material please contact Drinking Water Services at (971) 673-0405.

These resources are grouped by type of document: PDF, Word and Excel, PowerPoint and Video. They are ordered alphabetically by Title.

**PDF Documents**

- web-forms.pdf
- coliform-return-to-quarterly.pdf
- 2015 Fall Training Agenda
- 2016 Fall Training Agenda
- 2016 Silver Falls Agenda
- 2016 Silver Falls Conference - Domestic Well Safety Program
- 2017 Fall Training
Existing Resources

Laboratory Lists and Reporting Information

On this page:
- Oregon Accredited Laboratory Lists
- Laboratory Reporting Forms
- Direct Laboratory Reporting

Oregon Accredited Laboratory Lists

The Oregon Environmental Laboratory Accreditation Program (ORELAP) accredits qualified laboratories for testing under the Safe Drinking Water Act (SDWA). See below for lists of accredited laboratories and more information about ORELAP:

- **Oregon Laboratories for Drinking Water and Public Testing**: Includes only accredited drinking water laboratories that perform public testing. Please note that drinking water laboratories are a subset of all ORELAP-accredited environmental testing laboratories, which are listed below.
  - ORELAP Accredited laboratories located in states other than Oregon that test Drinking Water AND accept public samples
  - ORELAP list of accredited Cryptosporidium and E. coli enumeration labs
  - ORELAP list of accredited laboratories performing Lead testing in Drinking Water
  - More information about ORELAP accreditation
  - Contact information for ORELAP

Laboratory Reporting Forms

- Microbiological Analysis (Coliform) Laboratory Form: [fillable MS Word](#) or [PDF](#)
## Compliance Resources

<table>
<thead>
<tr>
<th>Drinking Water Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>County &amp; Dept. of Agriculture Resources</td>
</tr>
<tr>
<td>Water System Surveys</td>
</tr>
<tr>
<td>Conferences and Training</td>
</tr>
<tr>
<td>Document Library</td>
</tr>
<tr>
<td>Inventory Updates</td>
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- [X] PNC Resolution Process
- [X] PNC 5-Month Compliance Letter
- [X] Oregon RTC Criteria
- [X] Enforcement Procedure
Upcoming Resources

Emergency Contact Information

• Data Online behind the staff/partner log in
Questions?

Tia Skerbeck REHS
Drinking Water Services
Christia.d.skerbeck@state.or.us
971-673-0417