



**NDA Board Meeting  
October 5, 2011  
Seven Springs, PA**

**In Attendance:** Peggy McGee, Larry Gibel, Dan Dunn, Dennis Duty, Mike Tiani, Tim Augustine, Rob Caho, Warren McCann, Frank Villella, Marcie Price and Jackie Symons

**Absent:** Jim Howe, Tim Cleary, Len Rexrode, Dave Neibert

**Guests:** Mike Willey, Rick Hutchings

**Chapters:**

Buckeye: Steve Wright, Brian Walker

Mid Atlantic: Tom Connelly

New England: Jay Boland

Peggy McGee called the meeting to order at 7:55 AM, EST

A motion to approve the July 31, 2011 board minutes was made by Rob Caho seconded by Dan Dunn. Motion passed.

**Treasurer's Report**

Jim Howe could not attend and in his absence Jackie Symons from J&M asked the board to refer to the financial reports in the board packets. Funds in the checking account and money market account currently total \$98, 117. Total income as of August 31, 2011 is down slightly from the same time last year (\$195,405 vs. \$204,300) and reflects the low attendance for the annual convention. We had only 41 full convention attendees and fewer than 10 signed up for day passes. We budgeted for \$45,300 in Convention income as of August 2011 and have only received \$38,327, although Larry feels that the total will probably reach \$40 – 42,000. Jackie then reported that expenses are pretty much on target, but we do not have the expenses of the convention yet. Jackie feels that the income from the convention, though, should balance out the expenses. Golf is up this year and exhibitors are up as well.

**Convention**

Peggy McGee opened the floor for discussion on:

- Why attendance is down this year
- Is it location
- Is it cost (should we consider lowering the price and not including all the meals as other groups do)

Here are comments:

- Rick Hutchings brought up the history of conventions. When NDA held a convention in San Diego and Las Vegas they had low exhibitor participation and low attendance; St. Louis we had decent attendance and more vendors. He feels that our exhibitors need to see that NDA is trying to turn around the attendance and increase membership as well as taking into consideration their expenses. Rick also feels that we should consider holding the convention in areas where we have lost membership and/or chapters such as Michigan and New England.
- Most agree the west coast is not our market at this time.
- Frank said the NDA convention is great for Hoffman Diamond. Other shows are much more expensive and our convention is just as important to him as the larger shows. He felt that this year NDA was only missing the drillers with day passes and suggested that Northern Indiana might be a good place for drillers to attend a convention.
- Larry said that he spoke with other vendors at the convention who feel the same as Frank regarding the pricing and the size of the convention.

- Jay Boland feels he has made quality contacts since he began coming to the convention a couple of years ago and that is why he became active with the association.
- Rob Caho feels we need to be behind our chapters and agrees that the conventions should be held in areas where we have a chapter or are kicking off a new chapter.
  - He feels there is potential for chapters in Indianapolis, Salt Lake City, etc.
- Dan Dunn has always felt that safety was the driving feature of membership but he feels that safety is now being driven by clients and therefore not as big of a draw to attend our conferences. He said that manufacturers need to sell the NDA to their clients.
  - He feels that by getting mining companies and engineering firms to attend, more deep hole drillers would attend.
  - Dan mentioned that he is a certified MSHA trainer (8 hour refresher course) most large companies do this in house but this could be attractive at a convention for the smaller companies.
  - Dan also said it's important to have active involvement at the chapter level. Then members would support national activities as well.
- Steve Wright mentioned NDA convention seems to be geared toward owners and managers. He feels the convention has to be of value to anyone who attends. He also mentioned that while large companies have their own in-house safety plans, the NDA's TST's are great for small companies.
- For local meetings, hot topics will get attendance.
- In the geotechnical area, a lot of states look to the NDA.
- 31 NDA members and 19 non-members attended the convention this year.
- In Canada, their convention is just a meeting without tabletop displays. In Australia, they have a convention with exhibitors every other year.
- Peggy informed the board that in the survey of those who could not attend the convention this year, the three big reasons were location, cost and workload.
- It was brought up that it only costs \$35 to attend Jubilee. Jackie told the board that if NDA cut out food and entertainment, it would reduce the convention fee considerably. Most places where J & M exhibits for NDA they do not offer food.
- CEU's are a key. 95% of Jubilee is drillers and they are drawn by the three days of classes they can attend.
- Tim feels that the exhibitor area is an important draw for the convention. He feels the convention needs to attract more owners and managers.
- It was noted that geotechnical credits are not required by the states, so the convention is a draw for geotechnical drillers.

The Mid Atlantic chapter has been quite successful by holding classes throughout the year. They have held the following: Mud Rotary Class in Baltimore; Slope Indicator; Rock Coring; they typically have a half day of class and a half day of hands on work. New Jersey, Maryland and Delaware accept the classes for CE.

Kentucky requires geotech CEU's and also accepts other states' CEU's.

Geotech drillers get very little benefit from NGWA CEU's

Frank Villella, made a motion that NDA hold a convention every year, and target an area where the next chapters will be formed or to support a current chapter. Motion was seconded by Rob Caho. Motion approved with two against. Tom Connelly and Dennis Duty would like to have an event every other year.

### **How to get a state to accept an NDA Course as a CE**

#1 Need to know the correct person to contact in state.

#2 Provide that person with information about the association and the course. Provide a copy of the course outline and the instructor's certifications.

#3 It takes about 6 weeks for approval.

## **SEDC**

Rob Caho asked how many years NDA has been participating in SEDC and how many members NDA has received from attending SEDC. This year's show in Nebraska was poorly attended and very few visited any vendor booths. Rob isn't sure if we should take on the responsibility of holding 3-hour training and having an exhibitor table. He feels we should pass on SEDC this year and focus on other places.

Rob Caho made a motion to not attend SEDC this year. Dennis Duty seconded. Motion passed.

**ACTION ITEM:** Who is responsible for advising SEDC that we are NOT doing the 3-hour program?

## **Administrators Report**

Marcie asked those in attendance to look at the report that was included in the board packet. She reported that membership has increased by 5 new members, up to 180 and most members are full memberships, not many branches.

Drill Bits – There has been no problem obtaining ads for the upcoming issue but we have not received many articles.

Job Postings are currently at \$50 per listing. **ACTION ITEM:** J&M to will send an email to the membership each month and alternate the following: job postings, wanting to sell equipment and promoting NDA safety products.

Marcie reported that NDA averages 5500 monthly visits to the website and 18,000 monthly pages views. What this means is that individuals who visit the site are also staying on the site and looking around.

## **DCDMA**

Frank Villella reported that NDA has sold two gages since the last board meeting and recently received a call from Chris at Glastonbury regarding the last order from Boart. Glastonbury made an error and put a gouge in the gage. They gave Boart a 25% discount. There is one more order on the books to be shipped in October. Frank reported that all NDA manufacturers buy their gages through NDA.

No projects are currently slated for DCDMA. DCDMA will form a committee to look for something else that needs to be standardized.

## **Membership:**

Rob Caho would like to keep working on assisting current chapters as well as obtaining new chapters which will help increase memberships. He suggested that each chapter secretary be provided with the email addresses for the National Board. **ACTION ITEM:** J&M to provide each chapter with the NDA Board list. Rob suggested that if any board member has an area that they would like to see a chapter started to let the membership committee know and they could begin focusing on how to help them.

The board discussed that some chapters are charging dues to be a member of the chapter and that not all chapter members are national members. A suggestion was brought up by J & M that may help with this.

**ACTION ITEM:** Membership committee along with J&M will communicate with chapters on Applications for membership which would be provided by national with a check off box to select a particular local and listing the local dues amount and the national dues amount. It will be noted that to be a member of the local your company must be a member of the national. If the local currently does not charge dues, the membership committee with input from the local will determine an amount to send to the local.

## **ACTION ITEM:**

J&M to send an email out to chapter presidents asking for their ideas/opinions on their individual chapter dues being sent to the NDA national office and then NDA national would send the dues to the individual chapters. This would help ensure that all chapter members are also members of the national chapter.

## **Safety**

Dan Dunn reported that at the August board meeting NDA revived the new DVD with help from the board. The board was sent copies of the script and Dan received many replies after the script was reviewed. In the ever changing world of regulations (CSA 2010), Dan was fearful that the script we wrote in 2009 was not going to be in line with the CSA 2010. Now that Dan is familiar with CSA2010 there is only one change that has to be made to the script. Frank will provide Dan with his chapter's final reviews during the convention. We will be closing the script and then provide Storyteller's the changes to incorporate and then decide when to film. Storyteller's is located in Cleveland. NDA could pay them to travel to another filming location or someone can deliver a generic drill so we can shoot in the Cleveland area. Dan feels we should use a drill rig and the DVD will show the drill rig going down the road as well as it being inspected. After discussion, Steve Wright volunteered to provide a tractor trailer with track-mounted rig as did Larry Gibel and Mike Tiani. NDA will provide magnetic signs to cover up the company logo on the rig. NDA should be ready to film in the early part of winter 2012. The volunteer companies will be recognized in the credits.

**ACTION ITEM:** J&M to obtain quotes for NDA magnetic signs.

Dan Dunn brought up the idea of possibly holding a drug awareness program at the 2012 NDA Convention. It was suggested that this could be a one hour class. OSHA offers a 10-hour course when attendees sit in front of the computer, they offer a 30 hour class for supervisors/foremen; a 10-hour class for general laborers; a 40-hour class is for hazards with an 8-hour refresher course.

**ACTION ITEM:** J&M to add to the 2012 Convention Notes the possibility of the drug awareness program.

## **TST**

Dan mentioned that the last 8 TST's have been two pages long. The reason for this is that we having been using the JSA's that Lenny Rexrode provided and converting them into tool box safety topics. If you think of a topic please look on this list and if the topic isn't covered just write a TST! Get the basic points out to Marcie and Dan and then they can fill it in.

## **Nominations**

Larry Gibel reported that nominations are going to be tough. Tom Connelly nominated Mike Willey. Mike is the treasurer of the Mid-Atlantic chapter and has run his company, Earth Matters, Inc., in Maryland for over thirty years. He is very interested in being on the board. He has the time and is willing to travel.

Frank Villella mentioned that he has been talking with Caleb Sturges, who hasn't quite committed. He has also tried to convince John Gregg, but John is too busy to commit to a board position. However, he did commit to supporting Tim Cleary being on the board. Peggy talked to Tim and he advised Peggy he would like to stay involved with NDA.

Larry reported that Mike Tiani chose not to remain on the board but would like to keep active. Lenny Rexrode chose not to stay on board, but said he might consider being on the board again in the future. Jim Howe does not want to be on the executive committee but would like to stay on the board. Dan Dunn and Larry Gibel are both willing to stay on another term. Peggy McGee would like to stay active as past president, but does not want to be in the position of president.

Gregg Nieto, a past board member, would like to be considered as a board member again. N & N Drilling has provided a sponsorship at each annual meeting that NDA has had.

Jay Boland brought up that Steve Parisano is very interested in being a board member. Gordon Craig and Butch Babcock also have expressed an interest in becoming more involved with the NDA. Butch might also be a good candidate for the Training Committee.

Dan Dunn said he would speak to Donald Meyn about being on the Safety Committee.

Larry will finalize the slate in the next 3-4 weeks.

## 2012 Convention

A motion was made by Dennis Duty to hold the 2012 NDA convention in the New England area, Larry Gibel seconded. Motion passed. **ACTION ITEM:** J&M will work with Jay Boland and Dennis Duty who volunteered to help.

## Red Vector

The contract with Red Vector has expired and NDA is considering housing the NDA exams on the NDA website. Marcie Price mentioned that the only real course on Red Vector is the on the Safety Handbook. The other two are tests that use the Driller's Manual as reference. The questions are based on experience. Tom Ruda mentioned that there are 5 exams taken from the Driller's Manual and the Safety Handbook and are based on experience. The following are currently on Red Vector: Drilling Safety Guide, Monitor Well Construction, and Groundwater Knowledge. Two other tests will be taken from other chapters in the Driller's Manual. It is recommended that the individual provide proof that they have three years' experience before taking the final two exams in person.

Mike Tiani made a motion to not renew the contract with Red Vector, seconded by Steve Wright. Motion approved.

It was mentioned that Ohio DOT would like someone to teach them the Monitor Well Construction course in person and then would like the attendees to receive NDA certification when they finish. ODOT would like this to be a ½-day seminar and would invite their employees as well as private contractors. NDA would charge \$200 per person for the class. **ACTION ITEM: Who is taking responsibility for this?**

Any state that requires SSI will also require CE's. Peggy reported that the State of Mississippi wants to know what experience our trainers have. She has been corresponding with Mississippi regarding them accepting NDA courses.

**ACTION ITEM:** J&M to ask Red Vector for a report of who has taken the class as we have not received a report on this activity since 2007. J&M will mention that NDA would like to renegotiate the contract and we need to review our test and who has taken the tests before we go forward.

Once again it was discussed that NDA needs our classes to be recognized by other states. This has been a challenge. NDA would love to have a certification program and the state(s) are going to want to know classroom time, instructor qualifications, content of the class, etc. NDA will require the individual applying to take the certification have three years of experience.

**ACTION ITEM:** NDA needs to set up a qualification process first. It was discussed that we will develop a template and then the student would need to have their employer(s) verify that they have three years' experience (or a total of three years with more than one company). The student would need to provide this information on letterhead from their employer(s). **WHO WAS ASSIGNED TO PUTTING THIS TOGETHER?**

Dan Dunn moved that we take our courses and make them available on the NDA website. Master Driller Certification will be offered only after the individual takes the first three classes on line and the final two courses are required to be taken in person (after verification of experience) at an NDA Convention. A passing grade is a minimum of 80%. Rob Caho seconded, motion passed.

**ACTION ITEM:** J&M to notify the board when the courses are on the website and ready to promote. They will work with Tom Ruda to verify the test questions and answers.

## The cost of the exams will be:

**Drilling Safety Guide Exam (3 hour CE) - \$100 Members/\$200 NM**

The student can download the Safety Guide in order to get started right away with the course. NDA will also mail a hard copy of the Safety Guide. Upon successful completion of the exam, NDA will mail a certificate of completion and a letter to remind them of the next course that needs to be taken as well as the date and location of the final exams and informing them that they will be required to provide proof of 3 years' experience.

**Driller's Manual** – Groundwater Knowledge Exam (4 hour CE)  
Pre Requisite Drilling Safety Guide Exam - \$100 Members/\$200 NM

The student can download the Driller's Manual and a hard copy of the Driller's Manual will also be mailed to them. Upon successful completion of the exam, NDA will mail a certificate of completion and a letter to remind them of the next course that needs to be taken as well as the date and location of the final exams and informing them that they will be required to provide proof of 3 years' experience.

**Driller's Manual** – Monitor Well Construction (6 hour CE)- \$100 Members/\$200 NM - Pre Requisite Drilling Safety Guide Exam and Groundwater Knowledge Exam - \$100 Members/\$200 NM

The student will already have a copy of the Driller's Manual Upon successful completion of the exam, NDA will mail a certificate of completion and a letter as to the date and location of the final exams and informing them that they will be required to provide proof of 3 years' experience.

**Final Exams** - \$200 Member/\$300 NM  
Pre Requisite Drilling Safety Guide Exam, Groundwater Knowledge Exam and Monitor Well Construction

The final exams must be taken in person at the NDA Conference and the individual must provide proof of 3 years' experience. This cost will only cover the cost of taking the exam, not attendance at the conference.

**ACTON ITEM:** J&M will prepare a letter regarding the new program and begin to submit the certification to states for acceptance with the assistance of the board (Training Committee). This letter will provide information as to why our certification should be considered by their state as a requirement.

**ACTION ITEM:** J&M will add to the NDA website that NDA is offering a Master Driller Certification course with an explanation as to what the criteria is.

The certification will be presented at the President's dinner during the annual convention. The individual(s) will have their photo in Drill Bits as well as on the NDA website.

Potential candidates: NDA will send information to the State Health Department of Minnesota to those who already need water well monitoring as these individuals would be good candidates to take our classes.

Dan mentioned that we should try to get our classes accepted for CEU's in one state, such as Mississippi, and then try for additional states. He feels that states will listen to local chapters.

**ACTION ITEM:** NDA will revive their training committee who will assist with:

- New certification and what will be required to renew the certification and what CE may be required.
- Assist with preparing a letter to send to states as to why our Driller certification should be considered by their state as a requirement.
- To assist in determining if classes should be taken in any specific order
- Who would back up Tom Ruda?

**Safety Plan**

Steve Wright discussed his idea of NDA developing a Health and Safety Plan. He suggested that NDA write a generic health and safety plan with “fill in the blanks” for specifics. **ACTION ITEM:** Tim Augustine will check with his safety person at Bowser-Morner for a sample. **ACTION ITEM:** Steve and Tim will work on developing the plan.

### **Chapter Reports**

Jay Boland reported that he talked to MariLou Bonetti and Steve Preili and they seem interested in getting things moving again in New England. The convention being held in New England in 2012 will definitely help. Tom Desmond works quite a bit in Massachusetts groundwater and Jay Boland will work hard with Desmond to be on board with NDA and the upcoming convention. They have had no meetings other than the Steering Committee (Jeff Quinn, Dennis Duty, MariLou and Steve) who got together to discuss the future of the New England Chapter.

### **Mid Atlantic Chapter**

Tom Connelly reported that they are having a training day in the fall on sealing and grouting. The Maryland Department of Environment will be there to get geothermal input from the chapter. The chapter is having a meeting this Friday during breakfast at the NDA Convention.

### **Northwest Chapter**

Warren McCann from the Northwest chapter had to leave the meeting early but Dan Dunn reported that they are meeting once a year in Oregon and that if they have a meeting in February the NDA should be in attendance to support Warren and the Northwest Chapter. Dan Dunn indicated that he would be there.

Tim Augustine asked Dan Dunn if there would be support for a chapter in his area (Utah). Dan said there would be and he has already chosen a name for the chapter: Rocky Mountain.

Tim Augustine mentioned that he was asked what sales benefit he receives from attending NDA board meetings and attending the conference. He said that through his membership he was contacted by Tom Brown and was awarded a new job. Tom needed a licensed driller and Tom's company provided him that licensed driller. He also feels that there are other teaming opportunities with other drillers.

**ACTION ITEM:** J&M will put together an email that will be sent to the NDA membership asking if they could complete a sentence or two as to “Why I joined NDA and what I have received from my membership?”

### **Upcoming Exhibits:**

- November 27 – December 2 -- Northwest Mining Show, Reno NV –NDA is sharing a table with Frank Villella
- April SEDC – board decided not to participate with training and/or exhibit table
- April/May 2012 – SW Geotechnical Conference OK – waiting on details, no set date/location yet
- May 4-6, 2012– Florida NGWA – Orlando Carebe Royale – NDA will have a table, possibly hold an SSI course, Board meeting, meet and greet (Rob Caho)
- June 2012 – Jubilee, Virginia Beach – NDA to exhibit
- July 31/August 2 - Geohazards Impacting Transportation Forum at Tamarack, Beckley, WV July
- September 17-21, AEG – Salt Lake
- September 2012 - NDA Convention – (Hartford, CT; Plymouth, MA; Providence, RI; Manchester, NH) – invite colleges in New England/geology departments
- September 2012 – Midwest Geotechnical Conference in Ohio.
- STGEC, Virginia, Fall 2012 – waiting on details, no set date/location yet
- November 2012 – Northwest Mining Show
- December 2012 – NGWA Vegas

### **Board Meetings**

Peggy McGee brought up the suggestion that the board could possibly begin meeting via teleconference in between our 3 in-person board meetings. This should help keep the in-person meetings under 5 hours. She also would like to see the committees meet via teleconference prior to the board meetings.

Next board meeting will be a conference call in December (Time and date to be determined)

2012 Board Meetings:

- February 10-11 during the Oregon NGWA Show (first meeting for new board members)
- Mid March Conference call – to discuss convention (presenters, sponsorships, etc.)
- May 4-6 during the NGWA Florida show
- July Conference Call – to discuss convention (attendance, etc)
- September during the Annual Convention
- December – Ballot, Budget

Meeting was adjourned at 2:45 PM