
RE: need destruction approval for SWOC files, expired 2006, A-N

From YELLESETTY Leela * DEQ <Leela.YELLESETTY@deq.oregon.gov>
Date Tue 8/16/2022 11:15 AM
To ROWLAND Angela * DEQ <Angela.ROWLAND@deq.oregon.gov>; CARSON Paula * DEQ <Paula.CARSON@deq.oregon.gov>
Cc MERCER Kristen * DEQ <Kristen.MERCER@deq.oregon.gov>

Approved!

From: ROWLAND Angela * DEQ <Angela.ROWLAND@deq.oregon.gov>
Sent: Tuesday, August 16, 2022 11:08 AM
To: CARSON Paula * DEQ <Paula.CARSON@deq.oregon.gov>; YELLESETTY Leela * DEQ <Leela.YELLESETTY@deq.oregon.gov>
Cc: MERCER Kristen * DEQ <Kristen.MERCER@deq.oregon.gov>
Subject: RE: need destruction approval for SWOC files, expired 2006, A-N

I approve

Angela

From: CARSON Paula * DEQ <Paula.CARSON@deq.oregon.gov>
Sent: Monday, August 15, 2022 1:36 PM
To: ROWLAND Angela * DEQ <Angela.ROWLAND@deq.oregon.gov>; YELLESETTY Leela * DEQ <Leela.YELLESETTY@deq.oregon.gov>
Cc: MERCER Kristen * DEQ <Kristen.MERCER@deq.oregon.gov>
Subject: need destruction approval for SWOC files, expired 2006, A-N

Please review and approve of destruction of OpCert files, that expired 2006, A-N.

Destruction spreadsheet attached.
Please cc to all in your approval email reply to me.

Thanks,

Paula Carson
Wastewater System
Operator Certification Program
Oregon DEQ, NW Region
700 NE Multnomah St., Suite #600
Portland, OR 97232

phone: 503-229-5161
work cell: 971-227-0668
paula.carson@deq.oregon.gov

<https://www.oregon.gov/deq/wq/wqpermits/Pages/Wastewater-Operator-Certification.aspx>

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DEQ Records Destruction Authorization Form

Before destroying records, email this form to your manager & agency records officer (Leela Yellesetty) to obtain authorization.

Authorization is by email only, no signatures required.

[Records destruction procedure](#)

[DEQ Retention Schedule](#)

[State General Retention Schedule](#)

| Program/section name: | Wastewater Operator Certification Program/WQ Source Control | | | Date approved by records officer: | | |
|--|---|--------------------------|---|--|--------------------------------------|-------------------------|
| Program staff requesting destruction: | Paula Carson | | | Date destroyed: | | |
| Approving Manager: | Angela Rowland for Tiffany Yelton-Bram | | | | | |
| | | | | | | |
| item # | Schedule Name/ # (select from dropdown) | Series # (from schedule) | Series Name (from schedule) | Retention period (from schedule) | Contents: one file per person's name | Date file expired: |
| 1 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Amidon, Harold T. | 12/31/2006; inactive |
| 2 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Anderson, Jr., James E. | 6/30/2006, inactive |
| 3 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Andrew, Rachel J. | 12/31/2006; inactive |
| 4 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Armstrong, Niki R. | exam no-show, 9/28/2006 |

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|--------|--|--------------------------|---|-------------------------------------|--------------------------------------|---|
| 5 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Bauer, James L. | app rec'd 8/2/2006, but never sent fee. Closed/denied |
| 6 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Beyer, Juergen E. | 12/31/2006; inactive |
| 7 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Bonitz, Talian L. | Prov TI exp. 8/10/2006 |
| 8 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Bricker, Jr., John S. | 12/31/2006; inactive |
| 9 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Cabe, LuAnn | 12/31/2006; inactive |
| 10 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Campo, Andy M. | exam fail 3/31/2006 |
| 11 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Casarez, Brenda K. | 6/30/2006, inactive |
| 12 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Chapen, Raymond A. | scores exp. 3/28/2006; not in L2K |
| 13 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Chavez, Raul A. | 6/30/2006, inactive |
| 14 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Clark, Craig W. | 12/31/2006; inactive |
| 15 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Cook, Kenton P. | 6/30/2006, inactive |
| 16 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Cramer, Robert A. | 6/30/2006, inactive |
| 17 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Croson, Glen A. | 6/30/2006, inactive |

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|--------|--|--------------------------|---|-------------------------------------|--------------------------------------|-----------------------------------|
| 18 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Davidson, Gene L. | 6/30/2006, inactive |
| 19 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Denney, Garold | 12/31/2006; inactive |
| 20 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Dillon, Jody | 6/30/2006, inactive |
| 21 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Drake, Kevin L. | 12/31/2006; inactive |
| 22 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Drennen, Vincent R. | 6/30/2006, inactive |
| 23 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Durner, Michael L. | scores exp. 3/28/2006; not in L2K |
| 24 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Ellerton, Matthew | 6/30/2006, inactive |
| 25 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Fitzgerald, Craig A. | 6/30/2006, inactive |
| 26 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Gates, Michael | Exam No Shows for 9/28/2006 |
| 27 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Geary, Gina E. | scores exp. 3/28/2006; not in L2K |
| 28 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Gibson, Benjamin J. | 6/30/2006, inactive |
| 29 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Goldhammer, Jackson J. | 6/30/2006, inactive |
| 30 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Hammond, Gail R. | 12/31/2006; inactive |

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|--------|--|--------------------------|---|-------------------------------------|--------------------------------------|----------------------|
| 31 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Hand, Dick C. | 6/30/2006, inactive |
| 32 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Hawes, Raymond J. | 12/31/2006; inactive |
| 33 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Hickey, James J. | 6/30/2006, inactive |
| 34 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Hinshaw, Russell H. | 6/30/2006, inactive |
| 35 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Hoepfner, Loren W. | 6/30/2006, inactive |
| 36 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Hood, Tracey E. | 6/30/2006, inactive |
| 37 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Ivan, Dale W. | 6/30/2006, inactive |
| 38 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Johnson, Ted A. | 6/30/2006, inactive |
| 39 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Kingston, Terry E. | 6/30/2006, inactive |
| 40 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Kinney, Windsor J. | 6/30/2006, inactive |
| 41 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Kneese, George V. | 12/31/2006; inactive |
| 42 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Lambert, Christopher W. | 6/30/2006, inactive |
| 43 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Law, John D. | 6/30/2006, inactive |
| 44 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Lewis, Mike A. | 12/31/2006; inactive |

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|--------|--|--------------------------|---|-------------------------------------|--------------------------------------|--|
| 45 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Littrell, Dennis R. | 6/30/2006, inactive |
| 46 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Lowry, Steven W. | 6/30/2006, inactive |
| 47 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Maher, Tammy M. | 12/31/2006; inactive |
| 48 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Manderson, Alexis G. | 6/30/2006, inactive |
| 49 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Martin, James W. | 12/31/2006; inactive |
| 50 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Masry, Aladdin M. | failed TIV exam 9/28/2006, denied |
| 51 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | McKay, Lindsey G. | failed TI exam 9/28/2006, denied |
| 52 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Molina, Manuel R. | 12/31/2006; inactive |
| 53 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Moody, Thomas A. | 12/31/2006; inactive |
| 54 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Morris, Bruce K. | 12/31/2006; inactive |
| 55 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Mosczyński, Ryan E. | No SHOW, for CI exam 9/28/2006, denied |
| 56 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Myers, Michael J. | 6/30/2006, inactive |

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|--------|--|--------------------------|---|-------------------------------------|--------------------------------------|-----------------------------------|
| 57 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Nash, Mitch D. | 6/30/2006, inactive |
| 58 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Newkirk, David I. | 6/30/2006, inactive |
| 59 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Newman, James A. | NoSHOW, CI exam 9/28/2006, denied |
| 60 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Nguyen, Hung Minh | 12/31/2006; inactive |
| 61 | DEQ: 2008-0009 | 325 | Sewage Treatment / Collection Plant Operator Certifications | Retain 5 years, destroy & shred | Nyberg, John C. | 6/30/2006, inactive |
| | | | | | | |