



CWEA Board Meeting Minutes

January 18, 2017
9:30 AM
WSSC
4501 Sweitzer Lane
Laurel, MD 20707

Attendees:

Alan Will	Laura Oakes	Ellen Frketic	Ed Shea
Aaron Hughes	Cheryl Paulin	Kraig Moodie	Jennifer Moore
Burt Curry	Amah Binde	John Fletcher	Robert Roff
James Shelton	Tim Wolfe	Moalie Jose	Cece Nguyen
Pono Hanson	Andy Fitzsimons	Clarence Beverhoudt	

Phone: Zohreh Movahed, Mark Ramirez, Chein-Chi Chang, Jane Bayer, Nadia Shebaro, Anna Santino

Call to Order by President Kraig Moodie at 9:35

President – Kraig Moodie – Welcome and introductions

- FWQA Cooperation – Kraig stated he was in the process of drafting a MOU to work with FWQA on their scholarship program.

Motion No. 149-17: Motion made by Kraig Moodie, seconded by Alan Will, to budget \$ 2,100. for a CWEA Scholarship that will be provided through the FWQA Scholarship Program in 2017. Motion Carried.

SECRETARY REPORT – Alan Will

- Alan Will presented the Annual Business Meeting minutes for adoption. Revisions to minutes:
 1. Replace Ted DeBoda for Jane Bayer on Treasurer's Report
 2. Add awards and award recipients

Motion No. 150-17: Motion made by Kraig Moodie, seconded by Burt Curry, to approve the Annual Meeting Minutes with the above edits. Motion Carried, with Minutes to be posted to the CWEA website.

- Alan Will presented the October 13, 2016 meeting minutes for adoption.

Motion No. 151-17: Motion made by Ellen Frketic, seconded by Burt Curry, to approve the October 13, 2016 Minutes. Motion Carried, with Minutes to be posted to the CWEA website.

PRESIDENT-ELECT – Jennifer Moore

- Nominations Committee – Jennifer reported that the committee is in the process of creating a timeline for the 2017 nomination process. Jennifer requested volunteers to assist in the 2017 Leadership Day. Ellen Frketic volunteered to assist this year.

Motion No. 152-17: Motion made by Jennifer Moore, seconded by Alan Will, to appoint Rob Roff to the PWO Position for the balance of this term. Motion Carried.

Motion No. 153-17: Motion made by Kraig Moodie, seconded by Jim Shelton, to appoint Rob Roff to the newly created Board Officer position of Utility Member Representative, provisional upon member approval of the Bylaws Amendment. Motion Carried.

TREASURER'S REPORT – Jane Bayer

- PNC Checking account balance 12/30/2016 \$ 53,408.46
- PNC Savings account balance 12/30/2016 \$ 101,128.03

BYLAWS AMENDMENT – Alan Will

- Alan presented a final version of the proposed amended Bylaws. He thanked the Bylaws Committee for all of their hard work and outstanding support throughout a difficult task.

Motion No. 154-17: Motion made by Alan Will, seconded by Laura Oakes, to approve the amended Bylaws for distribution to the membership for approval. Motion Carried.

Motion No. 155-17: Motion made by Kraig Moodie, seconded by Jim Shelton, to move forward on the CWEA Bylaws mailing. Alan will present the Membership vote at the March 16, 2017 Board Meeting. Motion Carried.

BUDGET 2017 – Kraig Moodie

Motion No. 156-17: Motion made by Kraig Moodie, seconded by Ellen Frketic, to approve the 2017 Budget presented by President Kraig Moodie. The Budget/Finance Committee will review the budget and finances monthly. Motion Carried.

COMMITTEES

Delaware Trustee – James Shelton

- Business Practice – Amah Binde reported that the committee will be coordinating the standard operating procedures for CWEA. Amah requested that all committee chairs create a draft for their committee and forward to her by March 16, 2017. CWEA template will be emailed to all chairs.
- Charity – Eric Held – No report
- Collection Systems – Andy Fitzsimons reported that the committee is working on a Spring Seminar, information will be posted on the website.
- Public Education – Matt Roder – No report
- Publications – Aaron Hughes reported that the committee is looking for articles.
- Short Course – Wayne Reed – No report
- Stormwater – Rebecca Winer-Skonovd – No report
- Technical Education – Ed Shea reported that the committee is looking for two (2) committees for the April and September webinars. The committee will be providing NASSCO training at Baltimore County and WSSC. Please check the website for registration information in the future.

Maryland Trustee – Laura Jo Oakes

- Biosolids and Residual Management – Kelly Baxter
- Laboratory Practices – Clarence Beverhoudt reported that CWEA is working with MELA on upcoming seminars.
- MDE W/WW Board Liaison – Scott Harmon – No report

- Mentorship – Anna Santino – Moalie Jose reported on the upcoming 2017 program. DPW and MOED will be reaching out to the private industry for additional job placement for 2017.
- Spring Meeting – Anna Santino – May 11, 2017
- Student Activities/YP's – Cece Nguyen reported the Student Career Fair will be held at the Engineer's Club, in Baltimore on February 10th. Cece and Pono are working on finding YP's to assist every committee. The committee is working on planning multiple events for the year.
- Training, Review and Evaluation (TRE) – Gary Wagner – No report
- Water Reuse – Zohreh Movahed reported that CWEA is working with PWEA on a tour of the Pennsylvania State University Area Joint Authority Spring Creek Pollution Control Facility on March 28th. The committee will provide the May 25th webinar for the Technical Education Committee.

DC Trustee – Gian Cossa

- Asset Management – Charlie Card – No report
- Government Affairs – Scott Shipe – Report emailed out to Board and Committee Chairs/Co-Chairs
- Membership – Rob Koechert – No report
- Plant O&M – Prabhu Chandrasekeran – No report
- Safety – Kenrick St. Louis – No report
- WERF Liaison – Paresh Sanghavi – No report

President-Elect – Jennifer Moore

- Audit – Kraig Moodie – No report
- Awards – Hiram Tanner – No report

Vice President – Ellen Frketic

- MAMWA Liaison – Jon Doane – No report
- Sponsorship – John Fletcher – John reported that the sponsorship program is up and running on the website and the Committee is looking for sponsors.
- Strategic Planning – Ted DeBoda – No report

DELEGATE'S REPORT(S)

- Burt Curry – No report
- Tim Wolfe – 2017 WEFMAX – Tim reported on the WEFMAX locations
Puerto Rico: March 29 – 31 in San Juan
Ohio: April 26 – 28 in Cincinnati
Western Canada: May 10 – 12 in Winnipeg
Texas: May 31 – June 2 in Austin

BOARD MEETING DATES 2016-2017

- March 16, 2017 – New Castle County Government
- May 17, 2017 – Baltimore County Department of Public Works
- July 20, 2017 – Maryland Environmental Service
- August 31, 2017 Annual Meeting
- September 1, 2017 Ocean City, MD

Adjourn – Meeting adjourned at 12:45 p.m.

Respectfully Submitted,

Cheryl Paulin
CWEA Administrator

Alan Will
CWEA Secretary