



CWEA Board Meeting Minutes

November 16, 2017

9:30 AM

Hazen and Sawyer
1 South Street, Suite 1150
Baltimore, MD 21202

Attendees:

Jennifer Kaberline	Alan Will	Eric Held	Scott Shipe
Pono Hanson	CeceNguyen	Moalie Jose	Cheryl Paulin
Ellen Frketic	Laura Oakes	Clarence Beverhoudt	Aaron Hughes
Jim Shelton			

Phone:

Dale Baker Kraig Moodie

Call to Order by President Jennifer Kaberline at 9:30 am

President – Jennifer Kaberline

- Government Affairs – Scott Shipe – 2018 Fly In - April 15-20, 2018.

SECRETARY REPORT – Alan Will

Motion No. 166-17: Motion made by Ellen Frketic, seconded by Laura Oakes, to approve the August 31, 2017, Annual Meeting Minutes. Motion carried, with Minutes to be posted to the CWEA website.

Motion No. 167-17: Motion made by Laura Oakes, seconded by Ellen Frketic, to approve the September 1, 2017 Minutes. Motion carried, with Minutes to be posted to the CWEA website.

PRESIDENT-ELECT – Ellen Frketic

- Leadership Retreat – Ellen reported that the consensus was that the Retreat should be held annually.
- Nominations – Ellen needs to coordinate the first meeting for the committee. We need to elect a CTA representative. Our Representative should be determined by January 1, 2018.
- Budget/Finance – Paul Sayan - Ellen reported that Paul is working with the Trustees and the Finance Committee to establish the 2018 Budget.

TREASURER'S REPORT – Cece Nguyen

- Cece reported 2016 taxes has been filed for the year.

COMMITTEES

Delaware Trustee – Prabhu Chandrasekeran

- Charity – Eric Held – Eric is working on creating his operating procedure for the Charity Committee.

- Public Education – Marlou Gregory – Jennifer reported that Marlou is budgeting for an enviro-scape for public outreach. CWEA and WEF attended the National Science Teachers Association Convention (NSTA). Burt Curry, Jennifer Kaberline and Cheryl Paulin attended with WEF to promote the Associations and volunteers. Jennifer Kaberline connected with software company iBiome to discuss building a Chesapeake Bay game. CWEA would need to get a committee together to develop the game and we could host this game on our website for curriculum to local students.
- Publications – Aaron Hughes – Aaron reported to please submit articles by first week of January.
- Stormwater – Rebecca Winer-Skonovd – Stormwater Seminar will be held at MITAGS on December 13th.
- Technical Education – Ed Shea – Jennifer Kaberline reported webinar spots are available for 2018.

Maryland Trustee – Laura Jo Oakes

- Biosolids and Residual Management – Kelly Baxter – No report
- Laboratory Practices – Clarence Beverhoudt – Spring Joint Technical Session will be in April.
- Spring Meeting – Moalie Jose – Moalie is working on coordinating the meeting with CSAWWA. The committee is looking for venues.
- Student Activities/YP's – Pono Hanson – Pono reported they are trying to find a new venue for the Career Fair. They will collect data this year to determine what is the best option for future Career Fair's. Dinner "n" Learn events – Pono will ask the committee to create guidelines and will report at the board meeting in January. Pono will reach out to some committee chairs in regards to YP engagement.
- Water Reuse – Zohreh Movahed – Laura Oakes reported Webinar in May and Seminar was well attended.

DC Trustee – Gian Cossa

- Asset Management – Charlie Card – Cheryl Paulin reported that Asset Management will hold a webinar in January.
- Collection Systems – Maya Sathyanadhan – Aaron Hughes reported that the Collection Systems seminar was well attended with over 70 attendees.
- Membership – Jennifer Kaberline reported that Charles Poskas will be the new committee chair for the membership committee.
- Member update: 838 from 844 members, Student complimentary membership will be put on hold for 2018.
- CWEA membership only - Cheryl Paulin will gather information regarding MA only memberships and provide the information to Charles
- Plant O&M – Zachary Weeks – No report
- Safety – Kenrick St. Louis – No report
- WERF Liaison – Paresh Sanghavi – No report

President-Elect – Ellen Frketic

- Audit – Kraig Moodie – No report

- Awards – Hiram Tanner – No report

Vice President – Aaron Hughes

- MAMWA Liaison – Jon Doane – No report
- Sponsorship – John Fletcher – No report
- Strategic Planning – Burt Curry – Aaron Hughes reported Burt is working with WEF to assist with strategic planning. Kick off meeting planned for January.
- By-Laws – Alan Will – No report

Utility Member Representative – Rob Roff

- Business Practice – No report
- MDE W/WW Board Liaison – Scott Harmon – No report
- Short Course – Wayne Reed – No report
- Training, Review and Evaluation (TRE) – Marshall Phillips – No report
- Mentorship – Anna Santino – Moalie reported – Six hired by Baltimore County, nine hired by Baltimore City. The Completion Ceremony is scheduled for early December.

DELEGATE'S REPORT(S)

- Tim Wolfe – Tim sent in the list of WEFMAX Topics for the MA.
- Jim Shelton – Jim reported about the WEF HOD Meeting at WEFTEC. Jim is part of the Student Chapter Work Group. Message that came out of the group – Find a professional as a champion at a school and connect. The MA will become part of the school's culture.

UNFINISHED BUSINESS

- YP Scholarship – Jennifer Kaberline reported and distributed the copy of the Outstanding YP Award Nomination form and requested feedback.
- WEFMAX – Gian Cossa was in touch with WEF regarding the requirements of hosting a WEFMAX through CWEA. Will continue to discuss as additional information becomes available.

NEW BUSINESS

- Sexual Harassment Policy – Jennifer Kaberline reported that WEF's policy does not cover CWEA.
- Implementing a service project – Jennifer reported on implementing a service project.
- Ops Challenge Awards – Ellen Frketic reported that the team came in third place in process control and lab events.

BOARD MEETING DATES 2017-2018

- January 25, 2018 – New Castle County, DE
- March 15, 2018 – Back River WWTP, Baltimore MD
- May 17, 2018 – Little Patuxent WRF, Howard County, MD
- July 19, 2018 – Joint lunch and speaker with FWQA
- August 31, 2018 – Tri-Association Conference, Ocean City

ADJOURN 11:50 am

Respectfully Submitted,

Cheryl Paulin
CWEA Administrator