



CWEA Board Meeting Minutes

July 27, 2017

9:30 AM

Maryland Environmental Service
255 Najoles Road
Millersville, MD 21108

Attendees:

Kraig Moodie

Jennifer Kaberline

Paresh Sanghavi

Cheryl Paulin

Aaron Hughes

Laura Oakes

Burt Curry

Jane Bayer

Maya Sathyandhan

Scott Harmon

Alan Will

Tim Wolfe

Andy Fitzsimons

Ellen Frketic

John Fletcher

Phone: Chein-Chi Chang Dale Baker

Call to Order by President Kraig Moodie 9:50

President – Kraig Moodie

- CWEA/FWQA – Kraig reported that he is working on implementing a MOU with FWQA.
- Jennifer Kaberline attended the FWQA scholarship program, representing CWEA and presented Isabel Whaling with the first annual CWEA \$ 2,000 award for 2017. Jennifer will send Aaron Hughes an article for the Ecoletter.

SECRETARY REPORT – Alan Will

Motion No. 162-17: Motion made by Alan Will, seconded by Ellen Frketic to approve the May 17, 2017 Minutes. Motion Carried with Minutes to be posted to the CWEA website.

TREASURER'S REPORT – Jane Bayer

- PNC Checking account balance \$ 41,759.53
- PNC Savings account balance \$ 100,224.91

STRATEGIC PLANNING – Burt Curry – Burt presented a plan for the strategic planning process.

Mission – Improve Water Quality & Protect Water Environment
Strategic Planning Process

Accomplishments: A Look Backward – Burt referenced Karl Ott from an Ecoletter, Fall 2007 Defacto Operation

A Look into the Planning Future

Action - Burt will provide the specific recommendations at the next board meeting.

BYLAWS – Alan Will – Alan reported the Bylaws were emailed to WEF. CWEA received a list of recommended edits/changes from WEF after the bylaws were approved. Since the bylaws are approved, the Bylaws Committee will review the recommendations they received from WEF and possibly update for the next round of changes/updates. Alan will meet with the committee and try to provide updates by the board meeting at Tri-Con.

2017-2018 OFFICER ELECTION PROCESS/SLATE – Jennifer Kaberline (Moore) – Jennifer reported that there were no additional electronic “floor” nominations and that voting is now open. She will write an article for the Ecoletter and email Dianne Crilley stating how the overall electronic voting process worked.

COMMITTEES

Delaware Trustee – James Shelton

- Business Practice – Amah Binde – No report
- Charity – Eric Held – No report
- Collection Systems – Andy Fitzsimons – Andy reported the seminar went well in June and they are working on starting the fall seminar. The seminar will be on November 13th at MITAGS. They would like to present a webinar in October regarding PACP/ITCP training. This webinar will establish if there is a need for training in the spring. Andy will reach out to the Technical Education Committee.
- Public Education – Marlou Gregory – No report
- Publications – Aaron Hughes – Aaron reported that they are going to print with the summer issue.
- Short Courses – Wayne Reed – Scott Harmon reported that this year’s Short Course was well attended and once again the percentage of operators passing the test was significantly higher than the state average. They are working on strategic planning and the 2018 conference will be at Mt. Saint Mary’s. Next committee meeting will be in September.
- Stormwater – Rebecca Winer-Skonovd – No report
- Technical Education – Ed Shea – Additional ITCP training coordination meetings will be scheduled as necessary and the following webinars are scheduled. August 10 – Stormwater, October 19 – Biosolids, November - open

Maryland Trustee – Laura Jo Oakes

- Biosolids and Residual Management – Kelly Baxter – no report
- Laboratory Practices – Dale Baker reported CWEA and MELA worked on a joint seminar in July with over 60 attendees. Both organizations plan to keep working on future events together.
- MDE W/WW Board Liaison – Scott Harmon – Scott reported all license tests have been redone. A big concern is making process credits mandatory for training for operators with collection systems licenses.
- Mentorship – Anna Santino – Laura reported the committee had the 2017 Career fair with ten private sector companies interviewing 17 candidates.
- Spring Meeting – Anna Santino – no report
- Student Activities/YP’s – Cece Nguyen – no update
- Training, Review and Evaluation (TRE) – Marshall Phillips – Scott Harmon reported webinars will not be approved for operator credits. Cheryl Paulin will work with the Technical Committee to submit a procedure to TRE for approval for this process.
- Water Reuse – Zohreh Movahed – Laura reported they are working on their seminar that is planned for November 9, 2017.

DC Trustee – Gian Cossa

- Asset Management – Charlie Card – No report
- Government Affairs – Scott Shipe -emailed over report - attached
- Membership – No report
- Plant O&M – Prabhu Chandrasekeran – No report
- Safety – Kenrick St. Louis – Laura reported the Safety Webinar has over 40 attendees.
- WERF Liaison – Paresh Sanghavi – Paresh reported WERF will be providing a Potable Reuse Workshop on August 23, 2017 and Advancing Co-Digestion Workshop on October 25-26, 2017. www.werf.org

President-Elect – Jennifer Kaberlin (Moore)

- Audit – Kraig Moodie – No report
- Awards – Hiram Tanner – Jennifer reported that CWEA submitted two Member Association Awards for 2017.
- Budget/Finance – Paul Sayan – No report
- Nominations – see above

Vice President – Ellen Frketic

- MAMWA Liaison – Jon Doane – No report
- Sponsorship – John Fletcher – WEFTEC Reception – John Fletcher reported to please look for the sponsorship email request soon.
- Strategic Planning – see above

Utility Member Representative – Rob Roff – No report

DELEGATE'S REPORT(S)

- Burt Curry – No report
- Tim Wolfe – Tim reported on his WEFMAX trip.

NEW BUSINESS

- Jennifer Kaberline (Moore) 2017 Leadership Day – Jennifer reported she is working on finding a venue for October. Ellen Frketic volunteered to be a committee member. Jennifer is looking for additional committee members. If anyone has a topic they would like to have on the agenda, please email Jennifer.
- 2017 Tri-Con Silent Auction donation

Motion No. 163-17: Motion made by Kraig Moodie, seconded by Jane Bayer to have Cheryl Paulin organize/purchase a donation for the Tri-Con Silent Auction. Approved amount is up to \$ 250.00. Motion Carried.

- NSTA – Baltimore – October 5-7, 2017 – Ellen Frketic and Burt Curry would like to volunteer for this event. Cheryl Paulin will coordinate handouts with the Public Education Committee.

- Imagine a Day Without Water – October 12, 2017 – Cheryl Paulin reported she will reach out to Marlou Gregory, Public Education Committee Chair to coordinate materials and an event for this day.
- MA 2018 Dues

Motion No. 164-17: Motion made by Laura Oakes, seconded by Alan Will not to increase the 2018 CWEA Annual Dues. Motion Carried.

- Public Works Museum – Cheryl Paulin reported she will coordinate with Rachel Ellis to attend the fall board meeting for a presentation.

BOARD MEETING DATES 2016-2017

- August 31, 2017 Annual Meeting, Ocean City, MD
- September 1, 2017 Ocean City, MD

ADJOURN 12:20

Respectfully Submitted,

Cheryl Paulin
CWEA Administrator

Alan Will
CWEA Secretary