CWEA Board Meeting Minutes  
Friday, August 30, 2013  
Roland Powell Convention Center, Ocean City, MD

Attendance:
Burt Curry       Ted DeBoda       Hiram Tanner
Jane Bayer       Tim Wolfe        Wayne Reed
Bob Beringer     Tiffany Bain     Alan Will
Joan Fernandez   Manish Bhandari  Meredith Welle
Eric Coates      Chein-Chi Chang  Jasvir Grewal
Paul Sayan       Jeff Cantwell    Kraig Moodie
Cheryl Paulin

1. CALL TO ORDER by CWEA President Burt Curry at 12:04 pm, August 30, 2013. Thanked all those attending and conducted meeting.

2. 2013 – 2014 TIMELINE – Coordinating Meetings
   a) Strategic Planning – Ted DeBoda will review the 2012 plan and set-up a meeting with the current committee members. Cheryl Paulin will now replace Ann Baugher on committee.
   b) Media – Joan Fernandez will work on a plan and email out before the next Board meeting on October 25, 2013

3. COMMITTEE and OFFICER REPORTS
   a) Delaware Trustee (Jeff Cantwell) - MEDIA
      1. Public Education – no report
      2. Web Site – no report, Jeff Cantwell stated Anthony Rocco always serves our needs with the web site.

b) Maryland Trustee (Paul Sayan) – TRAINING
   1. Laboratory Practices – Paul recommended sunsetting this committee. Burt Curry did not want to sunset any committee.
   2. MDE W/WW Board Liaison – There is a need to create an Asset Management Committee. Gian Cossa from DC Water was recommended to Chair the Committee.
   5. Plant O&M – Jasvir Grewal – Working on setting up webinars. Need to research if this is a viable plan for the operators.
6. **Short Course** – Wayne Reed - Will be held at Washington College this year. Don Sprinkle is the Chair. Would like to see the Operator Challenge at the next Short Course.

7. **Stormwater** – Working on a joint seminar with ASCE on November 12, 2013 at the Garrett-Jacobs Mansion.

8. **Technical Education** – no report

9. **TRE** – Paul will work on a webinar based technical training session, once a month. Paul is recommending rotating through all committees. Paul will reach out to Committee Chairs to see if there is any interest.

10. **Joint Water Reuse** – Tiffany Bain – Seminar in May at MITAGS they provided education and mission develop guidelines and they are close to being done.

11. **Safety** – no report

c) **DC Trustee (Tiffany Bain) - MEMBERSHIP**
   1. **Charity Events** – no report
   2. **Membership** – no report
   3. **Student Activities** – President Burt Curry requested a plan for the next meeting for the career fair. Cost and explanation so the Board has all the information regarding expenses at the Engineers Club. Burt requested that Meredith come back to the Board with ambitious ideas to build up student activities.

   4. **Young Professionals** – no report
   5. **Spring Meeting** – no report

d) **President-Elect (Tim Wolfe)**
   1. **Awards** – Hiram Tanner would like to nominate Dave Hoffer for WEF Fellows Award. Paperwork is due by February/March. Ted DeBoda will help with the process.

e) **Vice President (Chein-Chi Chang)**
   1. **Government Affairs** – Need to reach out to Scott Shipe regarding Fly-In for 2014.
   2. **MAMWA Liaison** – no report

f) **Past President (Bob Beringer)**
   1. **Business Finance** – Jane Bayer will work on the 2014 budget. The budget will be presented at the October 25, 2013 meeting. Discussions regarding WEFTEC travel. Alan Will will email out travel policy. Kraig Moodie and Cheryl Paulin will prepare expenses for WEFTEC.

   2. **Chesapeake Tri-Association, Inc. (CTA) update** – Alan Will provided a general overview of the 501(c)3 status. Ted DeBoda stated that CTA is waiting for the paperwork to finalize.

g) **President (Burt Curry)**
   1. **Joint retreat with CSAWWA** – October 25, 2013 at WSSC.
4. **SECRETARY REPORT (Kraig Moodie)**

   Kraig Moodie presented the April 11, 2013 Minutes for adoption.

   **Motion No. 86-13:** Motion made by Kraig Moodie, seconded by Jeff Cantwell, to approve the April 11, 2013 Minutes, as presented. Motion carried, with Minutes to be posted to the CWEA website.

5. **TREASURER’S REPORT (Jane Bayer)** – Balance - Checking Account $55,620.00; Savings Account $ 68,643.00.

6. **DELEGATE’S REPORT(S) - Hiram Tanner** – no report

**SCHEDULE OF EVENTS:**

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
<th>Event details</th>
<th>Organizer</th>
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</thead>
<tbody>
<tr>
<td>October 5 - 9, 2013</td>
<td>Chicago, Illinois</td>
<td>WEFTEC 2013</td>
<td>WEF</td>
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<td>October 25, 2013</td>
<td>Board Meeting at WSSC</td>
<td>CWEA</td>
<td>Kraig Moodie</td>
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<td>November 12, 2013</td>
<td>Stormwater Implementation – Taking it Forward</td>
<td>CWEA</td>
<td>Stormwater Committee Jane McDonough</td>
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<td>January 9, 2014</td>
<td>Board Meeting at KCI</td>
<td>CWEA</td>
<td>Kraig Moodie</td>
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<td>February 14, 2014</td>
<td>Joint Career Fair</td>
<td>CSAWWA/CWEA</td>
<td>Student Activities Committee</td>
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<td>March 6, 2014</td>
<td>Board Meeting at Nassco</td>
<td>CWEA</td>
<td>Kraig Moodie</td>
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<td>March 11-14, 2014</td>
<td>WEF Collection Systems – Collection on the Chesapeake</td>
<td>Baltimore Convention Center Baltimore, MD</td>
<td>Collection Systems Committee Ed Carpenetti</td>
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<td>March 26 – 28, 2014</td>
<td>Weehawken, New Jersey, Sheraton</td>
<td>WEFMAX</td>
<td>WEF</td>
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<td>April 9 – 11, 2014</td>
<td>Montana, Location TBA</td>
<td>WEFMAX</td>
<td>WEF</td>
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<td>April 30 – May 2, 2014</td>
<td>Grand Rapids, MI</td>
<td>WEFMAX</td>
<td>WEF</td>
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<td>May 1, 2014</td>
<td>Board Meeting at WSSC</td>
<td>CWEA</td>
<td>Kraig Moodie</td>
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NEW BUSINESS – Burt will set dates for Executive Meetings.

ANNOUNCEMENTS – Next board meeting - Thursday, October 25, 2013, at WSSC. Room location to be determined.

ADJOURN – Meeting adjourned at 3:00 p.m.

Respectfully submitted,

*Cheryl Paulin*
Administrator

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<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
<th>WEFMAX</th>
<th>WEF</th>
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<tbody>
<tr>
<td>May 21 – 23, 2014</td>
<td>Charleston, SC The Francis Marion</td>
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<td>June 1 – 6, 2014</td>
<td>2014 65th Short Course/Washington College</td>
<td>Short Course Committee</td>
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<td>August 26 – 29, 2014</td>
<td>Chesapeake Tri-Association Conference/Ocean City, MD</td>
<td>Chesapeake Tri-Association Committee</td>
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Submitted by Administrator to Secretary and Asst. Administrator for Review and Comment: 9/15/13
Submitted to President for Review and Comment: 9/15/13
Submitted to the Board for adoption review: 10/25/13
Edited and Printed: 10/24/13