



# CWEA Board Meeting Minutes

May 17, 2018

9:30 AM-12 PM

Little Patuxent Water Reclamation Plant  
8900 Greenwood Place, Savage, MD 20763

## Attendees:

Jennifer Kaberline, Ellen Frketic, Aaron Hughes, Alan Will, Cece Nguyen, Kraig Moodie, Marlou Gregory, Tim Wolfe, Laura Oakes, Anna Santino, Gian Cossa, Charles Poskas, Maya Sathyandhan, Dana Cooper

Phone: There was a technical difficulty with the phone connection. Some people may have attempted to join the meeting but ultimately there was no participation by phone.

Call to Order by President Jennifer Kaberline at 9:38 AM

## WELCOME and OPENING REMARKS – Jennifer Kaberline

- Welcome to Marlou Gregory the new CWEA Executive Administrator
- Welcome to Jill the new CWEA Administrative Assistant
- Rob Roff has resigned as Utility Representative – will try to fill by July

## SECRETARY REPORT – Alan Will

- Meeting Minutes from March distributed and approved

## TREASURER'S REPORT – Cece Nguyen

## COMMITTEES

### *Delaware Trustee – Prabhu Chandrasekeran*

- Charity – Eric Held – No report received
- Public Education – Marlou Gregory – The SJWP winner, Claire Wayner, has been identified and will be attending the national conference in North Carolina.
- Publications – Aaron Hughes – Spring issue has been sent and is available on-line. Deadline for Spring Ecoletter is June 15<sup>th</sup> -Please submit articles as the Winter publication was WWOA heavy.
- Stormwater – Rebecca Winer-Skonovd, reported by Marlou Gregory – Stormwater Seminar scheduled on June 14; joint seminar with ASCE-EWRI. The Enviroscope Model purchased by the Public Outreach Committee will be demonstrated at the conference. The STEM sub-committee has had a first meeting to develop a pilot program with a local middle school.
- Technical Education – Ed Shea, reported by Jennifer Kaberline – The ITCP training was cancelled due to a lack of sufficient number of attendees. There will be a work group formed to discuss the future of ITCP training.

*Maryland Trustee – Laura Jo Oakes*

- Biosolids and Residual Management – Kelly Baxter – No report received
- Laboratory Practices – Clarence Beverhoudt, reported by Laura Oakes - technical seminar with MELA in May. April 26<sup>th</sup> – Webcast with WEF
- Spring Meeting – Moalie Jose, reported by Laura Oakes – Meeting was held May 10<sup>th</sup> with 150 attendees. CWEA members encouraged to attend next year considering the seemingly higher ratio of CSAWWA member to CWEA members this year.
- Student Activities/YP's – Pono Hanson, reported by Laura Oakes – No CWEA design team at WEFTEC this year. The YPs will conduct a pilot dinner-n-learn program. There will be three dinners, the first to be at Gordon Biersch on July 10<sup>th</sup>, the second will be in the DC area, and the third back in Baltimore.
- Water Reuse – Zohreh Movahed, reported by Laura Oakes – May webinar was successful.

*DC Trustee – Gian Cossa*

- Asset Management – Charlie Card – No report received
- Collection Systems – Maya Sathyanadhan – Maya reported the Spring Seminar is May 24<sup>th</sup>. Kraig Moodie reported that the Ed Norton tournament is scheduled for June 21<sup>st</sup>, and the committee is continuing to look for sponsors, as well as a keynote speaker.
- Membership – Charles Poskas – Charles reported that there is a new membership drive underway – he is targeting a 20% growth. CWEA has 9 memberships to give away as a result of WEF program – he will make a proposal at July Board meeting on how we should choose recipients. He is trying to schedule meetings with utilities to discuss the UPP program. He will be sending a welcome letter to each new member as well as to have an exit survey completed by those who do not renew their membership.
- Plant O&M – Kenrick St. Louis – No report
- Safety – Sorin Schwartz, reported by Gian Cossa - Working on webinar on confined entry for large diameter pipes. Targeting a July date.
- WRF Liaison – Paresh Sanghavi, reported by Gian Cossa – No report. Gian is to ask Paresh to attend the July meeting and to update the Board on the new organization so that a vote can be held to determine if this is still a program CWEA should continue funding.

*Utility Member Representative – (vacant)*

- Business Practice – No report
- MDE W/WW Board Liaison – Scott Harmon – No report
- Short Course – Wayne Reed, reported by Jennifer Kaberline – two applications for the Kappe scholarship were received but only 1 was complete. Therefore, only the 1 applicant will be sent.
- Training, Review and Evaluation (TRE) – Marshall Phillips – no report
- Mentorship – Anna Santino – Anna reported that the program is now in Phase II and coaches are engaged. Phase III will begin June 18<sup>th</sup>. There will be a stream clean-up in June, Orioles Game July 1, and Career Fair July 12<sup>th</sup> – CWEA needs to sign up organizations to participate. Anna announced that she will be moving out of the area this summer.

*President-Elect – Ellen Frketic*

- Audit – Kraig Moodie – no report.
- Awards – Hiram Tanner – No report received
- Budget/Finance – Paul Sayan – Reviewed income and expenses against budget.
- Leadership Retreat – Ellen Frketic – No report
- Nominations – Ellen Frketic – Call for nominations will be sent out for the 2 vacancies of Vice-President and Maryland Trustee – Electronic Voting process will be used

*Vice President – Aaron Hughes*

- MAMWA Liaison – Jon Doane – No report received
- Sponsorship – John Fletcher – There have been regular meetings of the committee to identify possible donors and strategies. It has been suggested that we need to look for ways to spread out benefits throughout the year. Sponsorship is needed for the operations challenge at Tri-Con.
- Strategic Planning – Burt Curry – Gian presented on strategic planning committee findings
- By-Laws – Alan Will – No report

*President – Jennifer Kaberline*

- Government Affairs – Scott Shipe – Dana Cooper reported on the Fly-In activities. In addition to fly-in, Dana is looking for potential ways to increase interaction with local governmental representatives.

DELEGATE'S REPORT(S)

- Tim Wolfe
  - Working with WEF on Public Outreach
  - WEF sending survey to MA Leaders on how to improve interaction
  - WEFMAX update
- Jim Shelton – No report received

UNFINISHED BUSINESS

- Enviroscope is currently stored in the Anne Arundel County offices in Millersville, MD. Committees are welcome to use the Enviroscope for public education and outreach events.

NEW BUSINESS

- Pennsylvania WEA invited members of CWEA to participate in the community service project prior to PennTech on June 3, 2018. Members of CWEA may participate to gather additional information on initiating a similar community service project in the future.

BOARD MEETING DATES 2017-2018

- July 17, 2018 (*note: date has changed since board meeting was held*) – Maryland Environmental Service
- August 31, 2018 – Tri-Association Conference, Ocean City

ADJOURN 12:30 PM