



CWEA Board Meeting Minutes (Draft)

June 6, 2019
MES
Millersville, MD

Attendees:

Present - Ellen Frketic, Jennifer Kaberline, Alan Will, Eric Held, Clarence Beverhoudt, Tim Wolfe, Jegnaw Essatu, Marlou Gregory;

Teleconference – Aarron Hughes, Cece Nguyen, Kraig Moodie, Gary Moore, Prabhu Chandrasekeran, Alicia Wagner

Call to Order by President Ellen Frketic at 9:12 AM

WELCOME and OPENING REMARKS – Ellen Frketic

- A Moment of Silence was held in memory of our VWEA colleagues that were lost in the shooting in Virginia Beach.

SECRETARY REPORT – Alan Will

- Meeting Minutes from February 7, 2019 presented.
 - Edit needed to April meeting to reflect the presence of Kennrick St. Louis and Greg Stevens at the meeting.
- Vote requested to pass minutes with the edits.

Motion: Clarence Beverhoudt
Second: Tim Wolfe
Outcome: Passed

TREASURER'S REPORT – Cece Nguyen

- Provided update on bank accounts.

DELEGATES' REPORTS – Tim Wolfe and Jim Shelton

- Tim provided update on WEFMAX that he, Jim and Aaron attended in Alabama. Tim and Aaron presented on our Leadership Retreat.
- Tim also presented on Diversity and Gender for WEF workgroup.
- WEF has a Resource Development and Operations initiative.
- Tim working on Constitution and By-Laws WEF committee
- 3 Financial awards were given to MAs
- There are 4 Delegate-at-large positions for WEF this year

COMMITTEE REPORTS

Utility Member Representative – Scott Harmon (not present)

Short Course Committee – Scott Harmon (not present)

- No report

Training, Review and Evaluation Committee (TRE) – Marshall Phillips (not present)

- No report

Mentorship Committee – Kraig Moodie

- Career Coach training completed
- Pairing with mentor is done
- Water sampling stream clean up next week – Cece and Jessica are running this
- Email was sent to CWEA membership on clean up – needs to go earlier next year so people can plan
- Things have been difficult to plan this month with Baltimore City no having email
- Oriole game is Father's Day for participants
- Career Fair coming up in July
- DPW Employee of the year is a graduate of first year of program
 - Include in Ecoletter
 - Marlou draft article and send to Tim for comments from Coach

DC Trustee – Gian Cossa

Tri-Con Update

- Gian reported that all is on track.

Asset Management Committee – Gage Muckleroy (not present)

- Webinar dry run will be tomorrow for Webinar on June 13th .

Collections Systems Committee – Dave Rockacy (not present)

- Fall Seminar will be on November 8 – The New Normal
- June Committee meeting will be at the Woodlands to help prep for golf Tournament
- Ed Norton will be held on June 27th
 - Still soliciting for sponsors and teams
 -

Membership – Charles Poskas (not present)

- Only 1 person accepted free membership offer
- We need more of a personal touch to increase membership
- Each Board member should have goal to bring in 1 new member next years
- Cross the Bay Run is virtual this year
 - No one sponsored the T-shirt – we will hold off till next year

Plant O&M/Safety Committee – Kenrick St. Louis (not present) Gian Cossa reported

- Workshop schedule for May 23rd; didn't attract enough participants and was cancelled

- There is a webinar coming up on June 20
- Short Course presented and O&M track this year

MD Trustee – Clarence Beverhoudt

Biosolids and Residual Management Committee – Hahns Hairston (not present)

- No report but planning on a Fall Webinar

Laboratory Practices Committee – Jegnow Essatu

- Held webinar on monitoring.
- There were a lot of EPA Region 3 people on webinar.
- Second webinar on Algae Bloom will focus on new technologies to monitor.
 - Need to hold in July during high season.
- There will be a joint session with MELA in October. Will give information to Marlou when available.

Spring Meeting Committee – Laura Oakes (not present) Marlou reported

- Registration was full 2 weeks before
- Discussing possibility of moving event to DE next year
 - May be a way to get U of DE involved
- Might need to bump up design competition if in DE for 2 teams

Student Activities – Chris Overcash (not present) Ellen and Clarence reported

- There were 2 teams that competed in Design Competition from Hopkins
- 1 team selected to go to WEFTEC to compete
- Howard Student Chapter
 - There was another meeting with their chapter attended by 15-20 students, Clarence and someone from Arcadis
 - Assisted them with speakers for Earth Day event
 - Need to check on status of their Constitution

Water Reuse Committee – Zohreh Movahed (not present) Ellen reported

- Webinar was successful.

Young Professional Committee – Alicia Grant (present) and Carolyn Wagner (not present)

- YP Tour has 10 attendees, with some new faces. Tour followed by Happy Hour.
- Discussed idea presented at WEFMAX – competition between YPs and Board for a Trivia Night.
- Discussing a stream clean-up together with CS-AWWA.
- Planning 1 or 2 Dinner-n-Learns
- Need to reach out to YPs about becoming Committee Members
 - end Committee sheet to Alicia

DE Trustee – Prabhu Chandrasekeran

PCOC – Jennifer Kaberline

- We are sending 4 students to SJWP this year: 1 from MD, 2 from DE, 1 from DC.
- National competition is next week.
- WEF will send us a bill for airfare.

- Attended the FWQA Scholarship Lunch. Presented award to winner who is from Annapolis.
- Jen to write up a blur and send photo for Ecoletter.

Publications Committee – Aaron Hughes (left meeting early) Marlou reported

- On track for summer issue.

Stormwater Committee – Turgay Dabak (not present) Marlou reported

- Several events coming up.
- There is a special set of events for new MD MS4 Communities that includes a webinar and 3 in-person trainings across MD: Howard County, Belaire, Hagerstown.

Technical Education – Ed Shea (not present) Marlou reported

- Raised concern about what is perceived as lower rates for webinars then in the past.
- There is a good click rate on promotions sent but not as many people signing up.
 - There are lots of alternatives
 - CWEA us offering more webinars than ever
 - Number of PDHs needed for Pes has been lowered in MD
 - Many companies are blocking our emails for security
 - Some listen to recordings once posted and we don't know that number
- Board feels that 30 people or even less is a good number.
- Consider sending a post card to members to get them to make our mail a safe site and include a note about recordings.
- We need an SOP for putting on a webinar to help committees prepare and lessen the impact on the T&E committee and EA

President - Ellen Frketic

Audit Committee – Kraig Moodie

- Kraig, Cheryl, and Marlou met for a one day workshop.
- Focused on 2019 and completed through April.
- Will be going back to 2018 and need to reprocess the year.
- Have been in touch with the Accountant who is happy with the new plan and that we are back on track.
- Alan asked to be kept in the loop.

Awards Committee – Eric Held

- List of awards to be given this year
 - Bedell – recipient identified
 - Lab – recipient identified
 - Hatfield – recipient identified
 - Burke – looking for possible recipient
- Awards will be presented at Thursday Award Ceremony but mentioned at luncheon
- Suggested that we do a poster of the awardees
- Put article in Fall edition of Ecoletter

Budget/Finance - Paul Sayan (not present)

- No Report

Nominations – Aaron Hughes

- Aaron presented the slate for 2019-2020
 - Utility Representative – Jessica Shaio
 - WEF Delegate – Tim Wolfe
 - DC Trustee – Gary Moore
 - Treasurer – Alan Will
 - Secretary – Cheryl Paulin
 - Vice President – Gian Cossa

EA Report – Marlou Gregory

- Will be doing something at Tri-Con to try to get people to allow for email's to come through
- We have ordered and received new CWEA Tervis cups
- Proposal for Women of Water T-shirts
 - Need to ask Ann Haar if it is OK tax-wise
 - Alan needs to check if we would be allowed to sell at our table at Tri-Con

Vice President – Laura Oakes

- Laura has started looking at venues for Leadership Retreat.

MAMWA – Joe Sowinski (not present)

Sponsorship – Cheryl Paulin (not present)

- Working on bringing in Sponsors

Strategic Planning – Burt Curry (not present)

- No Report

By-Laws – Alan Will

- New by-laws now in effect.
- Will add page numbers to next addition of by-laws.
- There will be an overlap of time with the anticipated new Treasurer and CTA representative that will need a solution for this 1 time event.

Business Practice – Gary Moore

- He has researched what currently exists to identify what needs to be done

Government Affairs – Scott Shipe (not present) Ellen reported

- Scotts' report should be included in upcoming Ecoletter
- Committee should be divided into two separate committees
 - National - Water Week/Fly-In
 - Government Affairs which would have more local/state level focus
 - Vote on this at July Board meeting

NEW BUSINESS

WEFMAX report from Ellen and Laura

- There was no Delegate Meeting
- WEF has a new Operations Training manual
- WEF is rebranding the word “wastewater”
- There is an increased focus on YP involvement and secession planning

WEFTEC Planning

- Planning needs to be done before we do the budgets in the Fall for next year
- We need to send Delegates (currently 2) to attend their mandatory meetings. If their employer will not cover, we need to plan to pay for 2 nights of lodging and airfare.
- We need to plan to cover the EAs expenses which include lodging, airfare, local transportation, and food. The EAs registration is covered by WEF.
- For the current President (at time of WEFTEC) we need to plan to cover what the employer does not: including registration for WEFTEC, lodging, and airfare.
- We need a list of expectations of what we need to cover and costs and compare these to proposed budget to see what we can cover.
- Need to develop an SOP for WEFTEC and WEFMAX

CWEA Only Membership

- Discussion on benefits of CWEA only membership and how it might be implemented.
- Thought it should be based on calendar year renewals (once a year)
- Anyone on the Board would need to be a full WEF member.
- Want more information on how we would bill.
- Input from a couple of MAs on how much time it takes to manage to classes of members - MA only members and full WEF/MA members.
- Decided it was too soon to vote.

BOARD MEETING DATES 2019

- July 25, 2019 – KCI

ADJOURN 12:47 PM