



CWEA Board Meeting Minutes

Thursday, September 21, 2023

9:30 AM – 12:00 PM

Attendance: Clarence Beverhoudt, Ellen Frketic, Jegnow Essatu, Kraig Moodie, Alana Gildner, Laura Oakes, Alan Will, Yvette Judge, Gary Moore, Cece Nguyen, Chaka Kamran, Danielle Sheahan, Jessica Shiao, Tom Howard, Eric McFarland, Brandon Friedland, Alexi Sanchez de Boado, Mik Hotha, Hahns Hairston, David Wildasin, Alexis Wingfield, Agam Singh, Liz Colletti, Clark Howells

Call to Order by President Clarence Beverhoudt 9:31

SECRETARY REPORT – Cheryl Paulin - present

- Presented meeting minutes from the July Board Meeting for approval.

Motion to approve: Ellen Frketic Second: Kraig Moodie Motion carried.

TREASURER'S REPORT – Danielle Sheahan/Alan Will – Danielle – present/Alan - present

- Current Financial Status of CWEA – Alan reported on finances
- M&T Sweep Update

DELEGATE'S REPORT(S) – Report submitted

- Ellen Frketic – present – WEF's annual business meeting yesterday, Ellen joined two workgroups, was also asked to join the DE&I committee
- Laura Jo Oakes – present – Laura joined the Strategic Planning Committee for the HOD

CTA'S REPORT – Kraig Moodie – present

Kraig reported that the results are still coming in and thanked Gian for his leadership. Record attendance. Vendors and attendees were very pleased. We should exceed our financial expectations. Kraig reported that 12 teams competed at OPS Challenge. Congratulations to WSSC Technicians for winning and will be going to WEFTEC. We're budgeted to send WSSC. DC Water is funding to send their team.

UNFINISHED BUSINESS – nothing to report

PRESIDENT'S REPORT – Clarence Beverhoudt – present

Clarence thanked everyone for being his CWEA family and warned the past presidents that he'll be reaching out for information and guidance. He will be sure to start meetings on time to be respectful of everyone's time and jobs. He reviewed the importance of committee reports. He stated that he would like to have two in-person board meetings, possibly at EAest and Ellen offered MES. Clarence invited others to the board meeting to see what we're all about and to encourage membership. Gian offered DC Water for in-person meetings, as well, which would be free of charge.

NEW BUSINESS

- Welcome new Board Members and Committee Chairs – Clarence
- Leadership Series – Gary – present
 - Gary explained that we narrowed down the series to one session with two different date options
 - Explained that we will be having a luncheon for the participants

- Vote to add the UMC as an Ad Hoc Committee
Motion to approve: Gian Cossa Seconded: Ellen Frketic Motion carried.
- Vote to appoint Alan Will as Deputy Treasurer
 - Alan explained that he wanted to keep this as a position on a regular basis for CWEA, to assist incoming Treasurers.**Motion to approve: Ellen Frketic Seconded: Gary Moore Motion carried.**
- Upcoming Webinars
 - September – Stormwater Committee – Today at noon
 - Meet US EPA's first Municipal Ombudsman
 - Chesapeake Bay Trust Flagship Programs
 - November – Lab Practices Committee
 - Tentatively planned for November 16 at noon
 - Cheryl spoke on the webinar attendance levels and questions whether we should keep having them. There could be better use of our time. Clarence suggested surveying past webinar attendees to see if there is a reason why. Yvette would like to look at the data to see if there are other options. Moved to UNFINISHED BUSINESS for the next board meeting agenda.
- Joint Water Reuse Seminar – November 14th

YP SPOTLIGHT – Tom Howard, YP Committee Co-Chair – Present

Tom gave his background on his start with CWEA. Call for volunteers for the SDC committee. Is applying to grad schools as he started his own company. Explained his company's processes. Gian Cossa spoke about the Coffee Chat and congratulated Tom.

COMMITTEES

President-Elect – Gary Moore- present

- Audit – Kraig Moodie – present – Kraig reported that we are in good shape and will review again once the Tri-Con transactions are settled.
- Awards – Eric Held – not present – no report
- DE&I – Eric McFarland – Report submitted – present
 - The full committee has not met yet but will meet in October before the Leadership Series, will discuss our game plan and goals
 - Discussion was had with many interjecting the importance of DE&I in the industry
- Budget/Finance – Ellen Frketic – present – Report submitted
 - Reported on our income vs expenses – reminded everyone that we need to continually bring in revenue
 - 2024 Budgets will be due by November 13th
 - Instructions will be given during the Leadership Series
- Leadership Retreat – Gary Moore - present
- Nominations – Gary Moore - present

Vice President – Alana Gildner

- Sponsorship – Traci Storm gave the update
 - New brochure will be created
 - 2024 campaign will be launched late October/beginning of November
- Strategic Planning – Yvette Judge – Report submitted – present
 - Reported on the Strategic Planning process
 - Overviewed what our goals are going forward for the SPI Committee

- By-Laws – Alan Will – Report submitted – present
 - Alan extended a request that anyone that desires bylaws change or to participate in the committee to please contact him
 - He explained that we need to make sure our bylaws line up with WEF's bylaws
 - Reminded the Trustees that they are automatically on the committee
 - Alan plans to send out the bylaws and do an overall review
 - If there are any changes, they will be sent out for review and will be subject to a board vote
- Business Practices – Gary Moore – Report submitted – present
 - Will be trying to finish up the SOPs and will check with Traci to see who is in need of submitting SOPs
 - Explained the importance of SOPs
 - Yvette spoke about the SOPs in accordance with the SPI

Delaware Trustee – Chaka Kamran – present

- Public Outreach – Emma Danz – not present, Brandon Friedland – present - Report submitted
 - Brandon reported that Emma is working with some Baltimore County schools to see if we can do a mini Water Palooza
 - Looking at curriculum
 - Looking for ways to coordinate with other committees on how we can do outreach at their events
- Publications – Chaka Kamran – present
 - Spoke about the upcoming deadlines and content
- Stormwater – Alexi Sanchez de Boado - present, Beth Forbes – not present – Report submitted
 - Spoke about the webinar at noon and attendance
 - Congratulated Alexi on the Golden Raindrop award
- Technical Education – Matt Zelin – not present

DC Trustee – Jessica Shiao – present

- Asset Management – Bhaumik Hotha – present – Report submitted
 - Spoke about the Pre-Workshop at Tri-Con
 - Planning another webinar, date to be determined
- Collection Systems – Bryant Welch – Not present (family emergency)
 - Cheryl reported on the first CS meeting yesterday
 - February 8th seminar at MITAGS with Charles Glass is the keynote speaker
 - Ed Norton will be on May 22, 2023
- Membership – Laura Jo Oakes – Report submitted – present
 - Laura shared the membership report
 - Spoke about the UPP memberships and asked us to welcome the new UPP members
 - Encouraged others to join the committee
- Plant O&M and Safety – Joe Wright/Tyrus Hunter – neither present
 - Ellen stated that he may be at another meeting

Maryland Trustee – Jegnaw Essatu – present

- Thanked everyone for the President's award
Announced that we still need Spring Meeting and Career Fair Chairs
- Residual and Biosolids Management – Hahns Hairston – present
 - Talked about the upcoming symposium, January 23rd
 - Ellen offered help to get an MDE speaker for the symposium

- Laboratory Practices – David Wildasin – Report submitted – present
 - David announced that they went from 5 committee members to 22
 - Agreed with Jegnow that he is disappointed in the number of members that actually attend the committee meeting
 - Working on the November webinar – PFAS
 - Shares everyone’s thoughts on the dwindling webinar attendance
 - Congratulated Lab Analyst awardees – Yacov and Sadikia
- Spring Meeting – ~~Chen-Chi Chang~~ – no longer chair – nothing to report
 - Laura announced that they’re trying to work out a date with the conflicting events
 - We made a revenue just under \$5,000 for the May event
- Student Activities
 - Career Fair – Alexis Wingfield – present but having tech issues
 - Traci gave update on the university career fairs
 - Student Chapters – Agam Singh HUWEA Report submitted – present
 - Reported on activities of the chapter
 - Announced that they have a new advisor
 - Working with the YP Committee
 - Design Competition – Thomas Howard – present
 - Team is attending WEFTEC to present
 - Preparing a flyer for the Design Competition to encourage people to become involved
 - Call for an upcoming chair
- YP’s – Danielle Sheahan, Thomas Howard – both present – Report submitted
 - Held several events and YP Coffee Chats
 - Coming up – organizing a PE/FE panel on October 18th
 - Looking for panelists for that event
 - Talking about having a holiday get-together
- Water Reuse – Andrew Kreider – not present
 - Jegnow announced the Water Reuse Seminar

Utility Member Representative – Yvette Judge - present

- Government Affairs – Liz Colletti – present
 - We have acquired new committee members
 - Will be sending Traci the meeting invites
 - First meeting will be to establish roles for committee members
 - Plan to meet directly with State Representatives at the next Fly-In
- MDE W/WW Board Liaison – Clark Howells – Report submitted – had to leave early
 - Yvette reported for Clark
- Short Course – Clark Howells – Report submitted
- Training, Review and Evaluation (TRE) – Clark Howells – Report submitted
- Mentorship – Dennis Hasson/Moalie Jose – neither present – no report
 - Kraig reported that he attended the YH2O board meeting
 - There will be 22 graduates
 - Baltimore has asked CWEA for more involvement of career coaches and giving employment opportunities
 - Graduation will be scheduled for the November/December timeframe

- Utility Management Conference – Gian Cossa
 - Gian reported that he’s sending out an email to anyone that submitted a topic encouraging them to attend and speak to the Chair decisions that were already made

Clarence stated that everyone is super busy but if they need to reach out, his phone is available at all times. Don’t hesitate to reach out with any issues. He is hoping to have at least two in-person board meetings. He read a portion of his President’s Message for the Ecoletter as an encouragement to those in attendance.

BOARD MEETING DATES 2023-2024 – ALL MEETINGS START AT 9:30AM

- November 16th

ECOLETTER EDITORIAL DEADLINES FOR 2023 FALL ISSUE

Refer to the CWEA Reference Guide for submission guidelines.

2023 Fall issue

1. Deadline to Editors	Friday, September 22, 2023
2. Editors submit to CK (editorial deadline & advertising sales close)	Friday, October 6, 2023
3. Page proofs to CWEA & WWOA for review	Tuesday, October 17, 2023
4. Edited proofs returned to CK	Wednesday, October 25, 2023
5. Final art to print	Friday, November 3, 2023
6. Finish printing	Monday, November 13, 2023

ADJOURN – Clarence adjourned the meeting at 11:42.