



Chesapeake WEA Board Meeting Minutes

Thursday, January 18, 2024

9:30 AM – 12:00 PM

Attendance: Clarence Beverhoudt, Cheryl Paulin, Ellen Frketic, Laura Oakes, Eric Held, Islam Khallaf, David Wildasin, Chrissie Swan, Alexis Wingfield, Bryant Welch, Liz Colletti, Ellen Frketic, Emma Danz, George Pearson, Yvette Judge, Mik Hotha, Brandon Friedland, Alana Gildner, Danielle Sheahan, Jegnaw Essatu, Hahns Hairston, Kraig Moodie, Agam Singh, Alexi Sanchez de Boado, Jessica Shiao, Andrew Kreider, Gian Cossa, Tyrus Hunter

Call to Order by President Clarence Beverhoudt – called to order at 9:32

SECRETARY REPORT – Cheryl Paulin – present

- Meeting Minutes

Motion to approve: Ellen Frketic **Second:** Jegnaw Essatu **Motion Carried.**

TREASURER'S REPORT – Danielle Sheahan/Alan Will – present/not present

- Current Financial Status of CWEA – no report
- M&T Sweep Update – Traci gave the 2023 revenue for the sweep account.

DELEGATE'S REPORT(S)

- Ellen Frketic – present
 - Talked about delegate meeting and workgroup
 - “How to Select a Delegate” workgroup is starting up
 - HOD DEI – planning for a member-wide meeting to discuss (possibly Feb.)
- Laura Jo Oakes – present
 - Sitting on the HOD Strategic Planning Committee, specifically for the HOD
 - Chairing the HOD Communications Committee – working on creating a more graphical way to report out to the MAs
 - Steering Committee for the HOD – gets updates on all of the other committees
 - Discussed the survey about a proposed WEFMAX registration fee
 - WEFMAX attendance was discussed

CTA'S REPORT – Kraig Moodie - present

- Meeting was held and taxes were filed

UNFINISHED BUSINESS –

- WEFMAX – the three events were discussed
- WEF awards – encouraged others to submit
- Asset Management MOU – will discuss, under committee report out

PRESIDENT'S REPORT – Clarence Beverhoudt

- Thanked everyone that worked on the Leadership series presentation for the WEF MA Spotlight
- Discussed the upcoming CWEA events and the UDC chapter event that he went to.
- Discussed upcoming events for the student chapters and encouraged CWEA people to attend.

NEW BUSINESS

- WEF MA Grant

- Discussions – Clarence suggested taking the previous application and adding details to it
 - Laura explained how the last app was submitted and agreed to resubmit it with more details
- Brandon Friedland gave his idea and explained about the Water Quality Data Programming Program.
 - He suggested that since CWEA is building a partnership with the Reservoir Center, it was an opportunity to build an educational program using the supplies and information - River Keepers – gives tours that we could do events with
 - Brandon was advised to create a proposal for the board to approve or disapprove
 - Laura gave ideas on how to submit the information
- Upcoming Nominations
 - Vice-President
 - Maryland Trustee
 - Secretary
 - Utility Member Representative
- Upcoming Webinars
 - February – Strategic Planning and Implementation
 - March – Stormwater - Baltimore City's watershed modeling handbook

YP SPOTLIGHT – n/a

COMMITTEES

Delaware Trustee – Chaka Kamran – not present

- Public Outreach – Emma Danz, Brandon Friedland – both present
 - Brandon reported about Sunday's meeting – Leapold's Reserve
 - Meeting on Friday to discuss Water Palooza
 - Committee meets once or twice a month
- Publications – Chaka Kamran – not present
 - Islam reported for the Ecoletter, draft to be edited soon
 - Looking for content for the spring issue
- Stormwater – Alexi Sanchez de Boado, Beth Forbes present/not present
 - Reported that monthly meetings were held, doing 2 webinars this year, looking for November speaker
 - Reported that we added legislation to our last meeting
 - Started planning June conference – Emerging Pollutants
 - Working on editing and updating committee SOP
 - Asking members to recruit MS4 people to join
 - Thanked Beth Forbes for her experience and skills
 - Gian suggested a MS4 person DOEE and will reach out to encourage attendance
- Technical Education – Matt Zelin – not present, no report

DC Trustee – Jessica Shiao – present

- Asset Management – Bhaumik Hotha – present
 - MOU was created to join with CSAWWA and was sent to them for approval
 - Plan to have an AI topic for their webinar
- Collection Systems – Bryant Welch – present

- Reported on committee meeting – finalizing speakers for the 2/8 seminar – asking for speakers
- Ed Norton registration is open
- Will be updating the SOP after the seminar – formalizing chair succession
- Bryant asked about webinars – can students attend for free
- Membership – Laura Jo Oakes – present
 - Showed membership numbers
 - Showed dropped members and asked people to reach out and encourage membership
 - Traci reminded everyone to verify their contact information on their WEF profiles and Alana suggested watching the Outlook “promotions” inbox
 - Agam asked to have the contact information from the new college members
- Monthly meetings are being reestablish and will send out a survey
- Plant O&M and Safety – Joe Wright/Tyrus Hunter – not present/present
 - Tyrus reported on the planning of their October webinar - Bioaugmentation

Maryland Trustee – Jegnaw Essatu – present – reported on his Trustee responsibilities

- Residual and Biosolids Management – Hahns Hairston - present
 - Hahns reported on the Symposium – January 23, 2024
 - Encouraged registration
- Laboratory Practices – David Wildasin – present
 - Slowly increasing committee enrollment
 - Looking at the SOP to update and/or edit
- Spring Meeting –Chrissie Swan/Bethel Abate – present/not present
 - Chrissie reported that the venue and date are booked
 - Working on topics and speakers right now
- Student Activities
 - Career Fair – Alexis Wingfield - present
 - Career Fair being held February 16th in Bowie
 - Encourage people to advertise the Hiring Event
 - Student Chapters – Agam Singh - present
 - Planning on doing another pumping station tour
 - Women in Water virtual panel in March
 - Design Competition – Thomas Howard – not present
- YP’s –Thomas Howard/Carlos Mejia neither present – no report
- Water Reuse – Andrew Kreider – present
 - Reported on the Water Reuse Seminar
 - Successful event
 - Encouraged people to give ideas for content for 2024 seminar

Utility Member Representative –Yvette Judge - present

- Government Affairs – Liz Colletti – not present – report submitted
 - Yvette reported for GA
- MDE W/WW Board Liaison – Clark Howells – not present – report submitted
 - Yvette gave report for all three (short course, TRE)
- Short Course – Clark Howells – 75th anniversary
- Training, Review and Evaluation (TRE) – Clark Howells – no issues
- Mentorship – Dennis Hasson/Moalie Jose – neither present
 - Yvette reported for the committee

- Recruitment might happen in March
- Utility Management Conference – Gian Cossa – present
 - Gian reported that the UMC is shaping up
 - 15 tracks, 3 are dedicated
 - Thanks to the CWEA leadership that are chairing topics

President-Elect – Gary Moore – not present

- Audit – Kraig Moodie – had to jump off
 - Up to date with financials
- Awards – Eric Held – present
 - ⇨ Encouraged nominations – possibly public official award
- DE&I – Eric McFarland – not present, report submitted
- Budget/Finance – Ellen Frketic – had to jump off
 - Laura reported on the year end financials
 - Budget was completed and approved
 - Reported on YTD income and expenses
 - Gian asked about increasing our reserves
 - Meetings have been had to discuss plans for reserves
- Leadership Retreat – Gary Moore – not present, no report
- Nominations – Gary Moore – not present, no report

Vice President – Alana Gildner - present

- Sponsorship – Andrew Kreider – present
 - Traci reported on current sponsorships
 - Explained the importance of annual sponsorships
- Strategic Planning – Yvette Judge – present
 - Held an event with DC Water to encourage engagement and membership
 - Having a webinar on February 28th to discuss the plan
 - Completed the committee SOP
- By-Laws – Alan Will – not present
- Business Practices – Gary Moore – not present

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

- March board meeting – March 28, 2024 – NEW DATE (JUST FOR MARCH)

ECOLETTER EDITORIAL DEADLINES FOR 2024 FALL ISSUE

Refer to the Chesapeake WEA Reference Guide for submission guidelines.

2024 Spring Issue

1. Deadline to Editors	Friday, March 15, 2024
2. Editors submit to CK (editorial deadline & advertising sales close)	Friday, March 29, 2024
3. Page proofs to Chesapeake WEA & WWOA for review	Tuesday, April 9, 2024
4. Edited proofs returned to CK	Wednesday, April 17, 2024
5. Final art to print	Friday, April 26, 2024
6. Finish printing	Monday, May 6, 2024

ADJOURN - meeting adjourned at 11:28 am.