



CWEA Board Meeting Minutes

Thursday, July 20, 2023

9:30 AM- 12:00 PM

Attendance: Board Members – Cece Nguyen, Clarence Beverhoudt, Gary Moore, Gian Cossa, Jegnow Esau, Jessica Shiao, Kraig Moodie, Alan Will **Others** – Islam Khallaf, Alex Sanchez de Boado, Hans Hairston, Chaka Kamran, David Wildasin, Carlos Mejia, Alexis Wingfield, Zwei He, Agam Singh, Elizabeth Colletti, Emma Danz, Mark Ramirez, Chein-Chi Chang, Eric Held, Moalie Jose, Mik Hotha

Call to Order by President – Cece Nguyen called the meeting to order at 9:46

SECRETARY REPORT – Cheryl Paulin – Not present (Alan Will covered)

- Meeting Minutes from the May 12, 2023 Board Meeting

Motion to approve: Gary Moore Second: Kraig Moodie Motion Carried.

- Meeting Minutes from the June 6, 2023 Special Board Meeting

Motion to approve: Clarence Beverhoudt Second: Cece Nguyen Motion Carried.

TREASURER'S REPORT – Alan Will – Present – report attached

- Current Financial Status of CWEA
- M&T Sweep Update

DELEGATE'S REPORT(S)

- Ellen Frketic – not present
- Laura Jo Oakes – not present

CTA'S REPORT – Kraig Moodie

- Tri-Con cancellation insurance application has been submitted.
- Tri-Con registration and preparation look very good.

UNFINISHED BUSINESS – None

PRESIDENT'S REPORT – Cece Nguyen – Present

- This is the last meeting of the current Board except for the Annual Business Meeting at Tri-Con. Clarence will be the new President and Gary President-Elect.
- Thanks to Chaka and others for all the hard work toward the new DE&I Committee. It will be assigned to Gary Moore for Director oversight.
- DE&I may propose specific CWEA activities related to Women's Networking. (Alan clarified that this is separate from the Women's Networking Event, which is strictly a Tri-Con function.)
- Reminder of the Election for Board positions August 12-18. Please vote.

NEW BUSINESS - None

COMMITTEES

DC Trustee – Jessica Shiao – present

- Asset Management – Bhaumik (Mik) Hotha – present
 - Meeting monthly
 - Held a successful webinar panel, 75 attendees, well received

- Planning another webinar for this year
- Collaborating with CSAWWA to conduct a Pre-Conference session at Tri-Con
- Collection Systems – Cheryl Paulin – not present, no report
- Membership – Charles Poskas – Laura Oakes – neither present, no report
 - This committee is looking for members
- Plant O&M and Safety – Joe Wright/Tyrus Hunter – Neither present – Report submitted

President-Elect – Clarence Beverhoudt - present

- Audit – Kraig Moodie – present
 - Reviewed Financials through June
- Awards – Eric Held – present
 - MA Awards are complete, plaques have been ordered, will announce at Tri-Con
- Budget/Finance – Ellen Frketic – not present
- Leadership Retreat – Clarence Beverhoudt – present
 - Working with Gary, reviewing prior events, deciding on format
- Nominations – Clarence Beverhoudt – present
 - Nominations process finished, awaiting membership vote in August,

Delaware Trustee – Rebecca Winer-Skonovd – not present

- Public Outreach – Emma Danz & Brandon Friedland Co-Chairs
 - First meeting with new Co-Chairs is tomorrow, 7/21
 - Zwei He is interested in being involved
- Publications – Chaka Kamran – present
 - Lots of articles submitted, some had to be carried to next issue
 - Next issue deadline is September 22nd
 - The committee has a new member Hannah Alexander at CDM Smith
- Stormwater – Alexi Sanchez de Boado, Beth Forbes – Alexi is present – Report submitted
 - Justin Bell, WSP is Vice-Chair
- Technical Education – Matt Zelin – not present, no report

Maryland Trustee – Jegnaw Essatu – present

- Residual and Biosolids Management – Hahns Hairston – present
 - Biosolids Beauty Contest has been organized and will take place at Tri-Con
 - The committee also deals with water treatment Residuals and invites more participation in that area
- Laboratory Practices – David Wildasin – present – Report submitted
- Spring Meeting – Chein-Chi Chang – present - No report
- Student Activities
 - Career Fair – Alexis Wingfield – Report submitted
 - The committee has biweekly meetings
 - Our plan is to attend upcoming career fair events at surrounding colleges in the Baltimore, DC, Virginia, and Delaware areas too: (Morgan State, Johns Hopkins, University of Delaware, etc...). The intent is:
 1. Gain reliable connections with professors/recruiters/from the schools so they are more likely to respond to our emails regarding the event and are more likely to push students to attend the event

2. Make the students aware of the event, the CWEA org, the CSAWWA org, info sessions we're willing to host, and to pick students' brains about what they'd like to see/experience from future hiring events/career fairs
 - Student Chapters – Pono Hanson – not present. Agam Singh reported
 - Now that school is back in session, we are reconnecting with our Student Chapters
 - Design Competition – Thomas Howard – not present
 - Alan reported that the first place team will split an award of \$1,000 (\$250 each) and is preparing to attend WEFTEC.
 - YP's – Danielle Sheahan, Thomas Howard – neither present
 - Very active in May, June, and July
 - Activities have included the Canoe Trip and Juneteenth Park Cleanup
 - Looking for a Delaware representative
 - Looking forward to increasing involvement with DE&I
 - Next event is the Washington Spirit game on 7/28. Still looking for another sponsorship at \$250
 - The Canoe & Scoop is 8/17. Will participate, but this is not a CWEA event
 - Water Reuse – Andrew Kreider – not present – no report
- Utility Member Representative – Yvette Judge – not present*
- Government Affairs – Liz Colletti – present – Report submitted
 - MDE W/WW Board Liaison – Clark Howells – not present, no report
 - Short Course – Scott Howells – not present, no report
 - Training, Review and Evaluation (TRE) – Clark Howells – not present, no report
 - Mentorship – Dennis Hasson/Moalie Jose – Moalie is present, Dennis is not present
 - The Career Fair went well
 - Graduation is this Fall
 - Trying to get mentors more engaged and interactive. Still recovering from impact of Covid restrictions
- Vice President – Gary Moore – present*
- DE&I – Chaka Kamran reported
 - Eric McFarland of WSSC Water is the new Chair
 - Monty Simon of JMT is the new Vice-Chair
 - Sponsorship – No report, still seeking a Chair
 - Strategic Planning – Yvette Judge – not present.
 - By-Laws – Alan Will – present – Report submitted
 - Business Practices – Gary Moore – present
 - Cheryl is working on job descriptions for Treasurer and Vice President. Gary sent her an earlier unfinished draft for Treasurer and suggested Gian's notes from his time as VP
 - Cece suggested that such descriptions would be valuable for all Board positions

BOARD MEETING DATES 2022-2023 –

- Annual Business Meeting luncheon to be held at Tri-Con on August 31st

ECOLETTER EDITORIAL DEADLINES FOR 2023 SPRING ISSUE

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 – meeting adjourned at 11:35 am.

CWEA Treasurer's Report Board of Directors Meeting July 20, 2023

All financial holdings and transactions are now being handled through the M&T accounts. As of July 19, account balances are:

<u>Checking (available)</u>	\$152,162.47
<u>Savings (Reserves)</u>	\$67,269.69
<u>Credit Card Debt</u>	\$269.97
Total available balance -	\$219,162.19

The Association is in good shape financially and continues to build Reserve funds against future emergencies. Currently the level of funds above and beyond normal cash flow requirements exceeds a year's anticipated expenses.

Following a resolution approved at the January 19, 2023, Board Meeting, I enrolled CWEA in M&T's Automated Investment Sweep service. In brief, at the close of each business day the balance above \$10,000 in our checking account is swept into the Wilmington U.S. Money Market Fund 0420 where it earns interest based upon the daily Federal rate. The next business day outgoing payments are covered by sweeping those exact amounts back into checking, thus maintaining the \$10,000 minimum balance. I monitor the performance of this service and report regularly to the Finance and Audit Committees. I can turn off the sweep service at any time if the level or trend of interest gains is not satisfactory. The net effect is to earn higher interest on our reserves and liquid cash than is available through the savings account.

The sweep investment account was initiated on January 26, 2023. Through the end of June net dividends totaled \$2,650.89. The Average Daily Yield for the month of June was 4.8322% and has risen steadily since the account was opened. I believe that we will easily exceed the \$5,000 budgeted for 4900 Interest Income in the amended 2023 Budget.

Respectfully submitted,

Alan L. Will, CWEA Treasurer