



# CWEA Board Meeting Minutes

Thursday, July 15, 2021

9:30 AM – 12:00 PM

MS-TEAMS or

EA Engineering

225 Schilling Circle, Suite 400

Hunt Valley, Maryland

**Attendance:** Chein-Chi Chang, Madeleine Driscoll, Jegnaw Essatu, **Gary Moore**, **Gian Cossa**, Alana Gildner, Clark Howells, Chaka Kamran, **Kraig Moodie**, Mike Hoffmaster, **Laura Jo Oakes**, **Cheryl Paulin**, Peter Buehlmann, **Rebecca Winer-Skonovd**, Sanyukta Gokhale, Mark Gutberlet, Hahns Hairston, **Jessica Shiao**, Dale Baker, Tim Wolfe, Cece Nguyen, Burt Curry,

## Call to Order by President Laura Jo Oakes: 9:30

### SECRETARY REPORT – Cheryl Paulin

- May 2021 Meeting Minutes
  - Motion to approve: Gian Cossa Seconded: Clarence BeverhoudtMotion approved.

### TREASURER'S REPORT – Alan Will

PNC Checking -	\$31,339.42		
PNC Money Market (Reserve) -	\$93,125.61		
		Total -	\$124,465.03
PNC Credit Account Balance -	\$330.00		

### DELEGATE'S REPORT(S)

- Tim Wolfe
  - Reported on Lynn Broaddus's arrangements for Tri-Con
  - Requested having a small group of people to attend a round table session after the planning lunch at Tri-Con. Gian will look into room availability.
  - Suggested that Lynn could talk about WEF's changes in their strategic plan at the business lunch. Gian could send out a request to those invited to attend.
  - Talked about an advocate toolkit that WEF is working on.
  - Gave DPW expectations for Tri-Con attendance
  - Laura spoke on WEFTEC
- Ellen Frketic – unable to attend

### PRESIDENT'S REPORT – Laura Jo Oakes

Laura discussed WEF Leadership Training sessions.

### CTA'S REPORT – Kraig Moodie

- Exhibit hall is sold out with a wait list
- Registration slightly behind trend, high expectations for a full event
- Attendees need to get hotels reserved, rooms are scarce, and prices are increasing
- OPS Challenge has two teams for CWEA

### UNFINISHED BUSINESS

- Committee SOPs – Gary Moore
  - Laura gave until the end of August to have SOPs submitted

- Gary gave update on workshops
- Traci can put together any that weren't submitted
- Gian suggested doing workshops again

## NEW BUSINESS

- YH2O Career Fair
  - Laura discussed the EPA grant of \$200,000
  - Would like more private employers for the program participants
  - Kraig is hoping to have an in-person career fair for the participants
  - Typically, the career fair is in August but it may get pushed back a bit
  - Gian – suggested encouraging the YH2O participants to Tri-Con
  - Laura suggested making a sign for the YH2O career fair to advertise to the vendors, possibly a sign-up for vendors for the career fair
- Upcoming Webinars
  - August 19<sup>th</sup> – Residuals and Biosolids
  - September 16<sup>th</sup> - Stormwater

## COMMITTEES

### *Delaware Trustee – Rebecca Winer-Skonovd*

- Public Outreach – Pamela Rowe - no report
  - Rebecca has been unable to reach Pamela
- Publications – Chaka Kamran, Islam Khallaf
  - Gave Ecoletter update
- Stormwater – Jessica Seipp
  - Rebecca reported – webinar in September and Conference at MITAGS
  - Developing a coaching/mentorship program for the SW committee
  - Rebecca will be participating in the YP Coffee Chat
- Technical Education – Matt Zelin
  - Rebecca reported – June webinar was held; Matt has concerns about advertising and webinar participation
  - Traci to share with the board/committee chairs the list of Jill's advertisements for webinars

### *Maryland Trustee – Clarence Beverhoudt*

- Residual and Biosolids Management – Hahns Hairston
  - Reported on August's webinar
  - Traci to send Beauty Contest info to Hahns
  - Let Hahns know the logistics of where, how to put it on – are there prizes, do we solicit samples from utilities
  - Modify contest to Residuals and Biosolids Beauty contest – Laura approved – Hahns, since coming from R&B committee
- Laboratory Practices – Jegnaw Essatu
  - Jegnaw gave report – a lot of exciting things coming up, another candidate for LPC committee chair, reported on webinars past and future, will be coordinating with WEF LPC, would like to do an event at Tri-Con, Kraig offered to have LPC people judging at the OPS Challenge this year, Jegnaw will definitely look at that and is optimistic about participating, Gian suggested judging TOP OPS.

- Laura reminded that committee chair replacements must be CWEA paid members, Gian talked on the process
- Dale said that he has participated in the OPS Challenge in the past as a judge and encouraged participation.
- Dale – ethics for the environmental laboratory webinar – wasn't able to attend but is on the WEF learning center
- Spring Meeting – Chein-Chi Chang – submitted report, nothing to report
- Student Activities
  - Career Fair – Jessica Shiao
    - First meeting of the season this afternoon
  - Student Chapters – Pono Hanson – submitted a report
  - Design Competition – Chris Overcash
    - SDC team going to WEFTEC in-person
    - Laura reported on the need for sponsors to send the team
- YP's – Sanyukta Gokhale/ Alana Gildner – submitted a report
  - Sanyukta reported about the YP Coffee Chat
  - Wrote an article for the Ecoletter about April's Coffee Chat
  - Planning an in-person event for August, sent out a survey to gauge interest
- Water Reuse – Peter Buehlmann – sent report

*Utility Member Representative – Jessica Shiao*

- Government Affairs – Marlou Gregory – no report
- MDE W/WW Board Liaison – Clark Howells – sent report
  - Highlighted new regulations for credits
  - Short course - 93 tests given
- Short Course – Scott Harmon - no report
- Training, Review and Evaluation (TRE) – Clark Howells – gave report
- Mentorship – Kraig Moodie, Dennis Hasson
  - Kraig expressed appreciation to those that signed up to be career coaches

*Vice President – Cece Nguyen*

- Sponsorship – Mike Cecil – no report
  - CWEA is attempting to get sponsorships for the OPS Challenge and SDC competition to WEFTEC
- Strategic Planning – Burt Curry – no report
- By-Laws – Alan Will – no report
  - Laura reported that WEF has given us suggestions on our bylaws, and we were to review them and see what we wanted to implement
- Business Practices – Gary Moore – no report

*DC Trustee – Gary Moore*

- Asset Management – Ed Shea
  - Committee chair – Steve Tarallo and Ed would serve as Vice-chair
- Collection Systems – Mike Hoffmaster
  - Mike reported that committee has been meeting on a regular basis
  - Will meet in August to recruit help for OPS Challenge
  - Will have annual Tri-Con gathering
  - Madeleine reported that their SOP was submitted

- Madeleine reported that the fall seminar is being planned – have theme and keynote speaker, taking abstracts, afternoon session will be on money and covid
  - Asked about the rural water associations – Laura was concerned they would be competitive, might have to do an MOU
- Membership – Charles Poskas
  - Laura reported that SOP is handed in
  - Working on member highlights
- Plant O&M and Safety – Kenrick St. Louis – no report

*President-Elect – Gian Cossa*

- Audit – Kraig Moodie
  - Final with the review of 2020 financials
  - From a revenue standpoint, our loss was less than we expected
  - Reduced the expenses greatly due to Covid
  - We're in decent great shape
- Awards – Eric Held
  - Still taking nominations for the WEF MA awards
  - Reported on what each award addresses
  - Would like to finish taking nominations within the next two weeks
  - Will be presented at Tri-Con – still deciding on who will present
  - Chein-Chi – gave report on Burke award – DC Water – PCOC WEF award – there are 3 categories – will make recommendation to WEF committee that we need more time for submissions
  - Eric – awards need to be submitted by April so nominations should happen in the winter – nomination is January, April is deadline
- Budget/Finance – Ellen Frketic
  - No report
- Leadership Retreat – Gian Cossa
  - Cece will be planning for October 2021
- Nominations – Gian Cossa
  - Gian reported that we will be sending out electronic elections on August 3<sup>rd</sup>
  - There were no write-in candidates

**BOARD MEETING DATES 2020-2021**

- September 2<sup>nd</sup> Annual Business Luncheon at Tri-Con
- September Board Meeting – September 16, 2021
  - Traci will put future board meeting dates on CWEA website calendar
  - Gian is looking for volunteers to hold in-person board meetings

**ECOLETTER EDITORIAL DEADLINES**

**LAURA REPORTED ON ARTICLES THAT WILL BE IN THE ISSUES.  
ENCOURAGED PEOPLE TO PLACE PAID ADS IN THE ECOLETTER.  
GIAN WILL TALK WITH CHAKA ABOUT THE FUTURE.**

**2021 Fall issue**

1. Deadline to Editors	Friday, September 24, 2021
2. Editors submit to CK (editorial deadline & advertising sales close)	Friday, October 08, 2021
3. Page proofs to CWEA & WWOA for review	Tuesday, October 19, 2021
4. Edited proofs returned to CK	Wednesday, October 27, 2021
5. Final art to print	Friday, November 05, 2021
6. Finish printing	Monday, November 15, 2021

**ADJOURNED at 11:15 pm**