



# CWEA Board Meeting Minutes

Thursday, March 16, 2023

9:30 AM – 12:00 PM

**Attendance:** Clarence Beverhoudt, Cheryl Paulin, Laura Jo Oakes, David Wildasin, Jegnow Essatu, Islam Khallaf, Bryant Welch, Kraig Moodie, Alan Will, Gian Cossa, Cece Nguyen, Agam Singh, Joseph Wright, Danielle Sheahan, Gary Moore, Chaka Kamran, Rebecca Winer-Skonovd, Yvette Judge, Mik Hotha, Jessica Shiao, Hahns Hairston, Charles Poskas, Mark Ramirez, Liz Colletti, Justin Hall, Alexi Sanchez De Boado, Pono Hanson,

**Call to Order by Vice-President Clarence Beverhoudt – 9:32**

**SECRETARY REPORT – Cheryl Paulin - present**

- Meeting Minutes from the January Board Meeting
  - Amend January minutes to change heading date to 2023

**Motion to approve the January Board Meeting Minutes with amendment: Gary Moore**

**Second: Laura Oakes Motion Carried.**

- Social Media links –
  - Cheryl explained the Social Media campaign
  - She requested members to follow the social media pages
  - Requested committees to send in anything that needs to be posted
  - Gian gave a testimony on a volunteer recruited due to social media posts

**TREASURER'S REPORT – Alan Will - present**

- Current Financial Status of CWEA – Alan overviewed the finances
- M&T Sweep Update – Alan gave an update on the current activities of the sweep account
  - Alan requested a budget amendment for bank interest raised from \$500.00 to \$5000.00. (code 4900)

**Motion to amend budget: Alan Will Second: Gian Cossa Motion Carried.**

- Gian – do we need a savings account? Alan stated that the savings is a safe investment due to being FDIC insured.

**DELEGATE'S REPORT(S)**

- Ellen Frketic – not present
- Laura Jo Oakes – Present
  - Laura reviewed the WEF Delegates meeting activities for her and Ellen.
  - Report submitted and available for review.
- Alan questioned WEFMAX about who will be going. Cece stated that she needs to meet with Traci and work that out. Alan feels that we should be represented at each of these.

**CTA'S REPORT – Kraig Moodie - present**

- Shared that we could share with other MAs at the WEFMAXs about the sweep
- Sponsorships went live yesterday
- Meeting was held with the convention center
- Contracts are being reviewed.

**UNFINISHED BUSINESS –**

- UMC Update – Gian Cossa

- Gian gave update on the UMC conference being rescheduled from October 2023 until spring of 2024.
- April 1-3, 2024 to be held at Maryland LIVE
- Laura is opposed to canceling Spring Meeting in place of having the UMC
- Gian stated that we'll need to look at the schedule

#### **PRESIDENT'S REPORT – Cece Nguyen**

- Gave a shoutout to the YP Committee for their Coffee Chats and requested that other chairs and board members get involved in the Coffee Chats
- Mentors are needed for the YH2O committee and individuals need to be committed
- Volunteers for Water Palooza are being recruited
- PCOC & SJWP needs new chairs, along with Spring Meeting
- Invited comments on the new meeting format.

#### **NEW BUSINESS**

- Upcoming Webinars
  - Collection Systems – April 20<sup>th</sup> – Key to Digital Transformation
  - Water Reuse – May 18<sup>th</sup> – topic to be determined
- Hiram Tanner Scholarship Update
  - Cheryl asked for AD Hoc Committee to set this up
  - Gian thought that we were renaming the FWQA scholarship
  - Alan cautioned getting into the specifics of offering a scholarship account
  - Cheryl asked if we want to do this or say that we're not going to
  - We can ask our accountant if we can just do a one-time donation to the FWQA scholarship
  - Cheryl asked Gian if he would lead the effort – Gian agreed
  - Cece asked Gian to consider assisting the family with how to donate funds
- Short Course Scholarship Budget Vote – Laura explained why the Short Course Scholarship was not budgeted for 2023
  - Laura proposes that we add two scholarships for \$600 each

**Motion to amend budget to include 2 Short Course Scholarships: Laura Oakes**  
**Second: Alan Will Motion Carried.**

#### **YP SPOTLIGHT – Agam Singh, Student Activities Liaison with Pono Hanson**

- Agam couldn't share screen due to broken laptop.
  - Agam introduced herself, works under Pono Hanson at Brown and Caldwell
  - Is new to the industry and wants to learn the as much as she can
  - She is the Vice-Chair Student Activities Liaison and is on the DE&I Committee
  - Would like to get a JHU Student Chapter established and get more involved with CWEA
  - Clarence suggested meeting with the leaders of the other two chapters to get insight on how to establish a student chapter

#### **COMMITTEES**

*Delaware Trustee – Rebecca Winer-Skonovd - Present*

- Public Outreach – **VACANT** – really need this filled
  - SJWP is very important.
  - Danielle requested that Rebecca send the committee information to the YP committee so that we can advertise for the opening

- Danielle also requested any information on any Delaware YP representative
- Clarence asked if we had an SOP for the PCOC and Rebecca stated that she has been trying to get that information
- We need judges for the SJWP – please reach out to Rebecca
- Publications – Chaka Kamran – present
  - Deadline for spring issue is tomorrow – March 17th
- Stormwater – Pratik Desai – not present - Alexi is present
  - Reported on the webinar and content
  - June 1<sup>st</sup> Seminar – need abstracts
    - Asked people to consider presenting on related topics
    - Liz requested a list of who has committed already
- Technical Education – Matt Zelin – not present
  - Upcoming webinars

*Maryland Trustee – Jegnow Essatu - present*

- Residual and Biosolids Management – Hahns Hairston - present
  - Requesting a donation for a WEF fundraiser – Flusher Engagement Campaign
    - Hahns explained that it’s a campaign to educate people on biosolids – their goal is \$35,000.00
    - CWEA will be acknowledged in any marketing
    - Jegnow suggested that we discuss this after the meeting
    - Deadline is tomorrow
    - Cheryl asked if we could discuss this now
    - Jegnow is 100% for it
    - Gian is for it but we need to consider it at the committee level

**Motion to amend the budget by \$1,000.00 (line item 5600): Alan Will**

**Second: Cheryl Paulin**

**Motion Carried.**

- Encouraged everyone to read the symposium article in the Ecoletter
- Announced that the next symposium will be in the winter of 2024
- Laboratory Practices – David Wildasin – present
  - Reviewed committee activities
  - Always monitoring regulatory and legislative updates and activities
  - Free EPA webinar today
  - Laura commented that in “pre-treatment” area – EPA is doing a webinar on March 23<sup>rd</sup> for those doing Plant Pre-Treatment Programs and she will post the link in the chat
  - Jegnow – weekly regulatory updates – can the LPC team share those updates with CWEA membership
    - Jegnow and David will coordinate with Traci
- Spring Meeting – Chein-Chi Chang – not present, Laura reported
  - Finalizing agenda for the May 4<sup>th</sup> event
  - Location is the Brighton Dam at WSSC
  - Speaking with Chrissie Swan and Charles Poskas about chairing Spring Meeting – Charles and Laura may “Chair Swap” with the Membership Committee
- Student Activities
  - Career Fair – Alexis Wingfield – not present
    - Jegnow reported on the cancellation of the 2023 February Career Fair

- Changing the name of the Career Fair is acceptable without approval
- Are looking to change the title to better represent the event
- Student Chapters – Pono Hanson – present, Agam reported
  - Agam reported that the chapters haven't submitted their reports
  - Pump Station Tour was very successful
- Design Competition – Thomas Howard -not present, no report submitted
- YP's – Danielle Sheahan, Thomas Howard – Danielle is present
  - Reported that we selected a YP Summit attendee
  - Reported on Top Golf
  - Next event is a Park Clean up
  - Looking to fill our Coffee Chats – Nashid will report on her YP Summit experience and Laura volunteered for one
  - Agam and Danielle will be doing a FE/PE panel in August and encouraged those interested in speaking about obtaining your FE/PE to reach out
- Water Palooza – Pono was having speaker issues
  - Traci reported
- Water Reuse – Andrew Kreider – not present
  - Jegnaw reported

*Utility Member Representative – Yvette Judge - present*

- Government Affairs – Liz Colletti – present
  - Reported on meetings and committee goals
  - Explained the Fly-In goals
  - Justin already has meetings scheduled with some of the representatives
  - Formalizing the SOP
  - Would like to have Delaware representation
- MDE W/WW Board Liaison – Clark Howells – not present, report submitted
- Short Course – Scott Harmon – not present, no report
- Training, Review and Evaluation (TRE) – Clark Howells – not present
- Mentorship – Dennis Hasson/Moalie Jose – neither present
  - Yvette reported that we need more mentors
  - Career Fair will be held on May 18<sup>th</sup> at the War Memorial Building

*Vice President – Gary Moore - present*

- Sponsorship – Mike Cecil – not present
  - Cheryl reported that we are working on sponsorship
  - We are down \$15,000 compared to last year
  - We are closing the annual sponsorships on March 31<sup>st</sup>
  - OPS Challenge Sponsorship campaign is open now
- Strategic Planning – Yvette Judge – present
  - Working on implementing goals
  - Professional Development
  - Engagement
  - Next Meeting is on March 24<sup>th</sup>
  - Collaborating with the WEF Strategic Plan
- By-Laws – Alan Will – present but no report
- Business Practices – Gary Moore - present

*DC Trustee – Jessica Shiao – had to leave early*

- Asset Management – Bhaumik Hotha – present
  - Mik reported that they're working on the June webinar

- Collaborating with CSAWWA on a pre-TriCon workshop
- Doing a 10 minute share in the committee meetings
- Delinquent on doing a committee budget
- Collection Systems – Cheryl Paulin – present Bryant reported
  - Reported on the April webinar and speakers
  - Ed Norton – May 16<sup>th</sup> – need sponsors
  - Monthly meeting – planning our yearly seminar – holding in January 2024
  - Would like to volunteer someone to be a part of the UMC planning
  - Will do a Coffee Chat and Bryant will reach out to Danielle
- Membership – Charles Poskas – present
  - April 7<sup>th</sup> is next meeting
  - 3 new committee members
  - Day of Spirits - explained
- Plant O&M and Safety – Joe Wright/Tyrus Hunter – not present, no report
- President-Elect – Clarence Beverhoudt - present*
  - Audit – Kraig Moodie – not present, no report
  - Awards – Eric Held – not present, Clarence reported
    - Gian reported that the WEF award deadline is March 31<sup>st</sup>
    - At Tri-Con, each association will be presenting one award at the opening ceremony
      - Decision needs to be made on which award should be presented at the Opening Ceremony
    - Clarence and Gary are on the Awards Committee
      - Cece explained the expectations of the Awards
  - Budget/Finance – Ellen Frketic – not present - nothing to report
  - Leadership Retreat – Clarence Beverhoudt – present, Gary Moore – present – no report
  - Nominations – Clarence Beverhoudt – present
    - Meeting on March 20<sup>th</sup> for Nominations
    - Main goal is to select nominees for the 4 open positions

**BOARD MEETING DATES 2022-2023 – ALL MEETINGS START AT 9:30AM**

- May 18, 2023
- July 20, 2023

**ECOLETTER EDITORIAL DEADLINES FOR 2023 SPRING ISSUE**

Please think of technical articles and event articles that could be submitted for Ecoletter content!  
 Refer to the [CWEA Reference Guide for submission guidelines](#).

**2023 Spring issue**

|  |                           |
|--|---------------------------|
| 1. Deadline to Editors   | Friday, March 17, 2023    |
| 2. Editors submit to CK (editorial deadline & advertising sales close) | Friday, March 31, 2023    |
| 3. Page proofs to CWEA & WWOA for review                               | Tuesday, April 11, 2023   |
| 4. Edited proofs returned to CK  | Wednesday, April 19, 2023 |
| 5. Final art to print  | Friday, April 28, 2023    |
| 6. Finish printing   | Monday, May 8, 2023       |

Cece gave closing remarks. Clarence promoted the SW webinar.

**ADJOURN** - meeting adjourned at 11:30