



CWEA Board Meeting Minutes

Friday, May 12, 2023

12:00 PM – 2:00 PM

Attendance: Gian Cossa, Bryant Welch, Chaka Kamran, Charles Poskas, Clarence Beverhoudt, Islam Khallaf, Chein-Chi Chang, David Wildasin, Kraig Moodie, Beth Forbes, Clark Howells, Rebecca Winer-Skonovd, Ziwei He, Cece Nguyen, Laura Oakes, David Wildasin, Alexis Wingfield, Alan Will, Kraig Moodie, Hahns Hairston, Danielle Sheahan, Liz Colletti, Moalie Jose, Traci Storm

Call to Order by President – Cece Nguyen called the meeting to order at 12:05

SECRETARY REPORT – Cheryl Paulin – Not present

- Meeting Minutes from the March Board Meeting

Motion to approve: Kraig Moodie Second: Laura Oakes

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, report submitted
- Laura Jo Oakes – Laura reported for both, will be attending WEFMAX in May

CTA'S REPORT – Kraig Moodie

- Renewed the insurance for CTA
- Moving forward with the cancellation application
- Insurance certificates to WWOA

UNFINISHED BUSINESS – None

PRESIDENT'S REPORT – Cece Nguyen – Present

- Will review as we go through the meeting with the committees.

NEW BUSINESS

- Nominations – Slate of Officers – Clarence Beverhoudt – Present
 - Gave an overview of the process and stated that he contacted each candidate to review expectations
 - VP – Alan Gildner
 - Treasurer – Danielle Sheahan
 - DE Trustee – Chaka Kamran
 - WEF Delegate – Ellen Frketic

Motion to approve the slate: Alan Will Second: Cece Nguyen Motion Carried.

- Alan and Clarence reviewed the next steps of the nomination process.
- Traci will post on the website and send an email blast.
- Upcoming Webinars
 - Water Reuse – May 18th – Reuse in Loudoun County & Anne Arundel County
 - Asset Management – June 15th – Topic to be determined
- Public Works Experience Celebration – May 13th
- Ed Norton/Gary Wyatt Golf Tournament – May 16th
- YH2O Career Fair – May 18th

- YP Chesapeake Bay Foundation Canoe Event – May 19th
- YH2O Water Quality Testing & Stream Cleanup – May 23rd

COMMITTEES

Vice President – Gary Moore – not present

- Sponsorship – Mike Cecil – not present
- Strategic Planning – Yvette Judge – not present. Report submitted
- By-Laws – Alan Will – present – nothing to report
- Business Practices – Gary Moore – not present – nothing to report

DC Trustee – Jessica Shiao – not present

- Asset Management – Bhaumik Hotha – not present
- Collection Systems – Cheryl Paulin – not present,
 - Bryant report about the Ed Norton and the upcoming winter seminar
 - Alan suggested that the chair selection process be added to their SOPs
- Membership – Charles Poskas – present, Laura Oakes - present
 - Reported on the Spirits Tour postponement until later in the year
 - Working on the Strategic Plan goals for membership
 - Accepting Sponsors for the Bay Bridge Run
- Plant O&M and Safety – Joe Wright/Tyrus Hunter – Neither present, no report

President-Elect – Clarence Beverhoudt - present

- Audit – Kraig Moodie – present – nothing to report
- Awards – Eric Held – not present, no report
- Budget/Finance – Ellen Frketic – not present, nothing to report, report submitted
- Leadership Retreat – Clarence Beverhoudt – present, nothing to report
- Nominations – Clarence Beverhoudt – present, vote taken earlier in the meeting

Delaware Trustee – Rebecca Winer-Skonovd - present

- Public Outreach – **VACANT**
 - Rebecca reported on the SJWP winners
 - Cece encouraged someone to become chair
- Publications – Chaka Kamran – present
 - Reported on the Ecoletter
 - Next issue deadline is June 16th and Tri-Con issue
 - Introduced the new member and the plan for the future
- DE&I workgroup – Chaka Kamran – present
 - Asked for interested people to join the workgroup, CWEA and committees
 - Chaka reported on what other organizations are doing
 - There's a lot that can be done but needs the board support
 - Cece to Alan – Board vote is needed to turn the workgroup into a committee and a vote will be conducted in the next board meeting
 - Cece explained that she intends to put a Women's Networking under the DE&I workgroup/Committee
 - Alan stated that this group doesn't have a budget so if there's anything that Chaka needs to reach out to Alan
 - Chaka wants to have something available at Tri-Con
- Stormwater – Alexi Sanchez de Boado, Beth Forbes – Beth is present
 - Pratik resigned as chair, so the Co-Vice-Chairs have stepped up to Co-Chairs
 - Beth reported on the MITAGS seminar on June 1st

- Technical Education – Matt Zelin – not present, no report
Maryland Trustee – Jegnaw Essatu – not present
- Residual and Biosolids Management – Hahns Hairston – present
 - Hahns reported on the subcommittee meetings for the winter 2024 event
 - Tentatively set to the week of January 22nd
 - Bryant offered to move the Collection Systems date to accommodate
 - Hahns acknowledged Lynne Moss for presenting at Spring Meeting
- Laboratory Practices – David Wildasin – present
 - Reported on last meeting – well attended
 - Topics – PFAs regulations, sharing webinars, wastewater permit changes
 - Always looking for more committee members
- Spring Meeting – Chein-Chi Chang – present
 - Chein-Chi reported on Spring Meeting – very successful 120+ attendees
 - Held Dam tours
 - Received a lot of compliments on location and speakers
 - Laura gave a shout out to CCJM for the nice bathroom facility
 - Alan noticed the WSSC photographer – if we could get the photos, it would be great for the Ecoletter, Clarence will assist
 - Cece stated that she was told that we could have an in-person board meeting at the Brighton Dam and Hahns could assist
- Student Activities
 - Career Fair – Alexis Wingfield
 - Reported on the meeting and how we could get interest in the in-person reestablished
 - It's not in the best interest to attempt an in-person Career Fair in 2024
 - Talked of having a joint CSAWWA/CWEA table at university Career Fairs
 - Need a replacement for the chair position
 - Student Chapters – Pono Hanson
 - Traci reported that Water Palooza was a great success
 - We had about 110 students and over 60 volunteers
 - We had 19 sponsorships
 - Design Competition – Thomas Howard – not present, no report
- YP's – Danielle Sheahan, Thomas Howard – Danielle is present
 - Reported that there have been meetings
 - Sending newsletters to the board, if you are not receiving them let her know
 - Held a Park Cleanup
 - We are planning events in our committee meetings
 - Clarence was on the April Coffee Chat and it was successful
 - Concerns – ensuring that our newsletters are going out to the intended audience
 - YP events are open to all CWEA members, not just YPs
 - Chaka will be the speaker for the August Coffee Chat to speak on DE&I
 - They will be having a panel discussion
 - If you are looking to fill a leadership position on your committee, let Danielle know with the blurb so that it can be placed in the newsletter
 - Cece asked if there was a way that we can put it on the website – Traci can put a link on the website.

- Water Reuse – Andrew Kreider – not present – no report
Utility Member Representative – Yvette Judge – not present
- Government Affairs – Liz Colletti – present
 - Liz reported on the Fly-In – had 6 meetings with representatives
 - Liz and Justin send thank you emails to everyone
 - Making connections to state level government officials
 - Working on SOPs
 - If anyone has position statements to present to the committee, please send them to her
 - Bryant wants to join the committee
- MDE W/WW Board Liaison – Clark Howells – present
 - Reported on board transitions – will be hiring
- Short Course – Scott Harmon – not present
 - Clark reported that we have about 229 participants
- Training, Review and Evaluation (TRE) – Clark Howells – present
 - Continuing to improve the training
- Mentorship – Dennis Hasson/Moalie Jose – Moalie is present, Dennis is not present
 - Kraig reported that the committee is active with the program – 9th year
 - Had Meet & Greet on the 9th
 - Coach Training will be taking place soon
 - Career Fair will be on Thursday, May 18th
 - Water Quality Testing and Stream Clean up on May 23
 - Grant was applied for – waiting to hear back on approval

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

- July 20, 2023
 - Cece wants to have an additional board meeting prior to the July 20, 2023 to discuss items to be voted on – DE&I
- Annual Business Meeting to be held at Tri-Con on August 31st

Hahns asked if there was a way to get the presentations from the Spring Meeting Speakers. Cece asked Laura to get them and post them so that they're easier to access.

Bryant asked about the UMC Conference. Chein-Chi gave an update on the program.

ECOLETTER EDITORIAL DEADLINES FOR 2023 SPRING ISSUE

2023 Summer issue (conference) – *Tri-Con dates:*
 August 29 – September 1, 2023

1. Deadline to Editors	Friday, June 16, 2023
2. Editors submit to CK (editorial deadline & advertising sales close)	Tuesday, June 27, 2023
3. Page proofs to CWEA & WWOA for review	Tuesday, July 11, 2023
4. Edited proofs returned to CK	Tuesday, July 18, 2023
5. Final art to print	Tuesday, July 25, 2023
6. Finish printing	Wednesday, August 2, 2023

ADJOURN – meeting adjourned at 1:28 pm.

CWEA Treasurer's Report

Board of Directors Meeting May 12, 2023

All financial holdings and transactions are now being handled through the M&T accounts. As of May 12, account balances are:

Checking (available) \$179,283.83

Savings (Reserves) \$66,827.31

Credit Card Debt \$3,387.64

Total available balance - \$242,723.50

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 April net dividends totaled \$1,480.60. The Average Daily Yield for the month of April was 4.5367% 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