Attendees:

Present - Ellen Frketic, Jennifer Kaberline, Alan Will, Eric Held, Clarence Beverhoudt, Tim Wolfe, Jegnaw Essatu, Marlou Gregory;

Teleconference – Aarron Hughes, Cece Nguyen, Kraig Moodie, Gary Moore, Prabhu Chandrasekeran, Alicia Wagner

Call to Order by President Ellen Frketic at 9:12 AM

WELCOME and OPENING REMARKS – Ellen Frketic

* A Moment of Silence was held in memory of our VWEA colleagues that were lost in the shooting in Virginia Beach.

SECRETARY REPORT – Alan Will

* Meeting Minutes from February 7, 2019 presented.
	+ Edit needed to April meeting to reflect the presence of Kennrick St. Louis and Greg Stevens at the meeting.
* Vote requested to pass minutes with the edits.

*Motion: Clarence Beverhoudt*

*Second: Tim Wolfe*

*Outcome: Passed*

TREASURER’S REPORT – Cece Nguyen

* Provided update on bank accounts.

DELEGATES’ REPORTS – Tim Wolfe and Jim Shelton

* Tim provided update on WEFMAX that he, Jim and Aaron attended in Alabama. Tim and Aaron presented on our Leadership Retreat.
* Tim also presented on Diversity and Gender for WEF workgroup.
* WEF has a Resource Development and Operations initiative.
* Tim working on Constitution and By-Laws WEF committee
* 3 Financial awards were given to MAs
* There are 4 Delegate-at-large positions for WEF this year

COMMITTEE REPORTS

**Utility Member Representative – Scott Harmon** (not present)

Short Course Committee – Scott Harmon (not present)

* No report

Training, Review and Evaluation Committee (TRE) – Marshall Phillips (not present)

* No report

Mentorship Committee – Kraig Moodie

* Career Coach training completed
* Pairing with mentor is done
* Water sampling stream clean up next week – Cece and Jessica are running this
* Email was sent to CWEA membership on clean up – needs to go earlier next year so people can plan
* Things have been difficult to plan this month with Baltimore City no having email
* Oriole game is Father’s Day for participants
* Career Fair coming up in July
* DPW Employee of the year is a graduate of first year of program
* Include in Ecoletter
* Marlou draft article and send to Tim for comments from Coach

**DC Trustee – Gian Cossa**

Tri-Con Update

* Gian reported that all is on track.

Asset Management Committee – Gage Muckleroy (not present)

* Webinar dry run will be tomorrow for Webinar on June 13th ,

Collections Systems Committee – Dave Rockacy (not present)

* Fall Seminar will be on November 8 – The New Normal
* June Committee meeting will be at the Woodlands to help prep for golf Tournament
* Ed Norton will be held on June 27th
* Still soliciting for sponsors and teams

Membership – Charles Poskas (not present)

* Only 1 person accepted free membership offer
* We need more of a personal touch to increase membership
* Each Board member should have goal to bring in 1 new member next years
* Cross the Bay Run is virtual this year
* No one sponsored the T-shirt – we will hold off till next year

Plant O&M/Safety Committee – Kenrick St. Louis (not present) Gian Cossa reported

* Workshop schedule for May 23rd; didn’t attract enough participants and was cancelled
* There is a webinar coming up on June 20
* Short Course presented and O&M track this year

**MD Trustee – Clarence Beverhoudt**

Biosolids and Residual Management Committee – Hahns Hairston (not present)

* No report but planning on a Fall Webinar

Laboratory Practices Committee – Jegnaw Essatu

* Held webinar on monitoring.
* There were a lot of EPA Region 3 people on webinar.
* Second webinar on Algae Bloom will focus on new technologies to monitor.
* Need to hold in July during high season.
* There will be a joint session with MELA in October. Will give information to Marlou when available.

Spring Meeting Committee – Laura Oakes (not present) Marlou reported

* Registration was full 2 weeks before
* Discussing possibility of moving event to DE next year
	+ - May be a way to get U of DE involved
* Might need to bump up design competition if in DE for 2 teams

Student Activities – Chris Overcash (not present) Ellen and Clarence reported

* There were 2 teams that competed in Design Competition from Hopkins
* 1 team selected to go to WEFTEC to compete
* Howard Student Chapter
	+ There was another meeting with their chapter attended by 15-20 students, Clarence and someone from Arcadis
	+ Assisted them with speakers for Earth Day event
	+ Need to check on status of their Constitution

Water Reuse Committee – Zohreh Movahed (not present) Ellen reported

* Webinar was successful.

Young Professional Committee – Alicia Grant (present) and Carolyn Wagner (not present)

* YP Tour has 10 attendees, with some new faces. Tour followed by Happy Hour.
* Discussed idea presented at WEFMAX – competition between YPs and Board for a Trivia Night.
* Discussing a stream clean-up together with CS-AWWA.
* Planning 1 or 2 Dinner-n-Learns
* Need to reach out to YPs about becoming Committee Members
* end Committee sheet to Alicia

**DE Trustee – Prabhu Chandrasekeran**

PCOC – Jennifer Kaberline

* We are sending 4 students to SJWP this year: 1 from MD, 2 from DE, 1 from DC.
* National competition is next week.
* WEF will send us a bill for airfare.
* Attended the FWQA Scholarship Lunch. Presented award to winner who is from Annapolis.
* Jen to write up a blur and send photo for Ecoletter.

Publications Committee – Aaron Hughes (left meeting early) Marlou reported

* On track for summer issue.

Stormwater Committee – Turgay Dabak (not present) Marlou reported

* Several events coming up.
* There is a special set of events for new MD MS4 Communities that includes a webinar and 3 in-person trainings across MD: Howard County, Belaire, Hagerstown.

Technical Education – Ed Shea (not present) Marlou reported

* Raised concern about what is perceived as lower rates for webinars then in the past.
* There is a good click rate on promotions sent but not as many people signing up.
* There are lots of alternatives
* CWEA us offering more webinars than ever
* Number of PDHs needed for Pes has been lowered in MD
* Many companies are blocking our emails for security
* Some listen to recordings once posted and we don’t know that number
* Board feels that 30 people or even less is a good number.
* Consider sending a post card to members to get them to make our mail a safe site and include a note about recordings.
* We need an SOP for putting on a webinar to help committees prepare and lessen the impact on the T&E committee and EA

**President - Ellen Frketic**

Audit Committee – Kraig Moodie

* Kraig, Cheryl, and Marlou met for a one day workshop.
* Focused on 2019 and completed through April.
* Will be going back to 2018 and need to reprocess the year.
* Have been in touch with the Accountant who is happy with the new plan and that we are back on track.
* Alan asked to be kept in the loop.

Awards Committee – Eric Held

* List of awards to be given this year
	+ Bedell – recipient identified
	+ Lab – recipient identified
	+ Hatfield – recipient identified
	+ Burke – looking for possible recipient
* Awards will be presented at Thursday Award Ceremony but mentioned at luncheon
* Suggested that we do a poster of the awardees
* Put article in Fall edition of Ecoletter

Budget/Finance - Paul Sayan (not present)

* No Report

Nominations – Aaron Hughes

* Aaron presented the slate for 2019-2020
	+ - Utility Representative – Jessica Shaio
		- WEF Delegate – Tim Wolfe
		- DC Trustee – Gary Moore
		- Treasurer – Alan Will
		- Secretary – Cheryl Paulin
		- Vice President – Gian Cossa

EA Report – Marlou Gregory

* Will be doing something at Tri-Con to try to get people to allow for email’s to come through
* We have ordered and received new CWEA Tervis cups
* Proposal for Women of Water T-shirts
	+ - Need to ask Ann Haar if it is OK tax-wise
		- Alan needs to check if we would be allowed to sell at our table at Tri-Con

**Vice President – Laura Oakes**

* Laura has started looking at venues for Leadership Retreat.`

MAMWA – Joe Sowinski (not present)

Sponsorship – Cheryl Paulin (not present)

* Working on bringing in Sponsors

Strategic Planning – Burt Curry (not present)

* No Report

By-Laws – Alan Will

* New by-laws now in effect.
* Will add page numbers to next addition of by-laws.
* There will be an overlap of time with the anticipated new Treasurer and CTA representative that will need a solution for this 1 time event.

Business Practice – Gary Moore

* He has researched what currently exists to identify what needs to be done

Government Affairs – Scott Shipe (not present) Ellen reported

* Scotts’ report should be included in upcoming Ecoletter
* Committee should be divided into two separate committees
	+ - National - Water Week/Fly-In
		- Government Affairs which would have more local/state level focus
		- Vote on this at July Board meeting

NEW BUSINESS

WEFMAX report from Ellen and Laura

* There was no Delegate Meeting
* WEF has a new Operations Training manual
* WEF is rebranding the word “wastewater”
* There is an increased focus on YP involvement and secession planning

WEFTEC Planning

* Planning needs to be done before we do the budgets in the Fall for next year
* We need to send Delegates (currently 2) to attend their mandatory meetings. If their employer will not cover, we need to plan to pay for 2 nights of lodging and airfare.
* We need to plan to cover the EAs expenses which include lodging, airfare, local transportation, and food. The EAs registration is covered by WEF.
* For the current President (at time of WEFTEC) we need to plan to cover what the employer does not: including registration for WEFTEC, lodging, and airfare.
* We need a list of expectations of what we need to cover and costs and compare these to proposed budget to see what we can cover.
* Need to develop an SOP for WEFTEC and WEFMAX

CWEA Only Membership

* Discussion on benefits of CWEA only membership and how it might be implemented.
* Thought it should be based on calendar year renewals (once a year)
* Anyone on the Board would need to be a full WEF member.
* Want more information on how we would bill.
* Input from a couple of MAs on how much time it takes to manage to classes of members - MA only members and full WEF/MA members.
* Decided it was too soon to vote.

BOARD MEETING DATES 2019

* July 25, 2019 – KCI

ADJOURN 12:47 PM