

CWEA Board Meeting Minutes

Thursday, November 19, 2020 12:30 PM – 3:00 PM MS-TEAMS

(Call in number: 1-443-342-4948; Conf ID: 696 334 184#)

Attendance: Traci Storm, Laura Oakes, Gian Cossa, Ellen Frketic, Alan Will, Clarence Beverhoudt, Chein-Chi Chang, Aaron Hughes, Islam Khallaf, Gary Moore, Chaka Kamran, Kraig Moodie, Madeleine Driscoll, Marlou Gregory, Mike Hoffmaster, Mike Cecil, Azam Hossain, Phil Hwang, Pono Hanson, Pamela Rowe, Rebecca Winer-Skonovd, Sanyukta Gokhale, Eric Held, Cheryl Paulin, Jessica Seipp, Jessica Shiao, Tim Wolfe, David Zweig, Gregory Stephens, Kenrick St. Louis, Mark Ramirez, Jegnaw Essatu, Noelle Anuszkiewicz, Alana Gildner, Chike Monwuba, Cece Nguyen

Call to Order by President Laura Jo Oakes – 12:32pm – Quorum met

Laura introduced board members.

SECRETARY REPORT – Cheryl Paulin

- September 2020 Meeting Minutes
- Motion to approve minutes Ellen Frketic
- Seconded to approve Gian Cossa

Motion Carried. No discussion.

TREASURER'S REPORT - Alan Will - account totals to date

- Checking \$18,165.87
- Money Market (Reserve) \$92,836.99
- Total \$111,002.86
- Credit Card \$68.89

DELEGATE'S REPORT(S)

- Tim Wolfe
 - EUM Virtual Workshop introduced update and purpose.
 - Discussed charges Cheryl suggested charging a small fee due to having a participant limit. Laura agreed and suggested using some of the registration money for scholarships or similar.
- Ellen Frketic
 - Gave a brief report on her Government workgroup.
 - Financial diversification how to raise funds.

PRESIDENT'S REPORT – Laura Jo Oakes

- Announced that we will follow WEF's lead and stay virtual until April.
- If someone wishes to have an outdoor event, let Traci and Laura know.

CTA'S REPORT – Kraig Moodie

- Gave update on 2021 Tri-Con, planning to be both in-person and virtual.
- Currently working on abstracts.
- Call for Abstracts deadline is about second week of January.

UNFINISHED BUSINESS

- Brave Blue World Showing Tim Wolfe
 - Tim explained challenges of planning showings with Covid restrictions.

CWEA Board Meeting Minutes November 19, 2020 Page 2 of 4

- $\circ\,$ Jessica Shiao suggested showing it in an outdoor setting so that students could communicate with the engineers.
- Committee SOPs Gary Moore
 - Work will resume after the first of the year.

NEW BUSINESS

- Ad HOC Committee Report Virtual Platforms
 - Using Zoom for the Dry Run for the Stormwater Seminar.
- 2020-2021 Budgets (were due 11/17)
 - If your budget hasn't been handed in, please do that now.
- CWEA Holiday Trivia Party (December)
 - Laura explained what our goal is with this.
- Board Meeting Times and Locations
 - Meetings will be virtual going forward.
 - Meeting Calendar will be sent next week.
 - Please let Traci or Laura know if there is a conflict.

COMMITTEES

President-Elect – Gian Cossa

- Audit Kraig Moodie
 - Finalizing paperwork for tax returns
 - Awards Eric Held
 - Asked that if anyone had recommendations for award nominations prior to the deadlines.
 - Ellen explained the WEF awards and the need to have the nominations in earlier
 - Cheryl said that we can put info in our newsletter and asked Eric to get deadline info from WEF to Traci for newsletter
 - Budget/Finance Ellen Frketic
 - Ellen showed the budget through October 2020
 - Ed Norton was successful
 - o Income was higher than expenses this month
- Leadership Retreat Gian Cossa
 - Took place virtually in October
 - Gian asked liaisons to follow-up with committee chairs/vice-chairs
 - Please utilize the website and upload your committee info
- Nominations Gian Cossa
 - Asked that if anyone is interested in being on the committee to let him know.
 - Alan explained bylaws: Trustees can either serve or appoint someone to serve

Utility Member Representative – Jessica Shiao

•

- Government Affairs Marlou Gregory
 - Gave update Ellen is Vice-chair
 - Going to be creating an SOP
- MDE W/WW Board Liaison Clark Howells no report
- Short Course Scott Harmon
 - Noelle gave update short course will be going virtual
- Training, Review and Evaluation (TRE) Clark Howells no report

- Mentorship Kraig Moodie, Dennis Hasson
 - Program was successful even with Covid challenges
 - o Laura will be speaking at the graduation tomorrow

DC Trustee – Gary Moore

- Asset Management Ed Shea no report
- Collection Systems Mike Hoffmaster
 - Mike gave update Ed Norton was a huge success
 - December 3rd seminar virtual
 - Considering moving the Ed Norton to fall and planning a spring event outdoors
- Membership Charles Poskas no report
 - Cheryl reminded everyone that we created membership slides and to please use them when doing virtual events.
 - Plant O&M and Safety Kenrick St. Louis no report

Maryland Trustee – Clarence Beverhoudt

- Biosolids and Residual Management Hahns Hairston no report
- Laboratory Practices Jegnaw Essatu
 - Traci read his committee form
- Spring Meeting Chein-Chi Chang
 - Deciding to go virtual
- Student Activities
 - Career Fair Jessica Shiao
 - Gave update on virtual 2021 career fair
 - Student Chapters Pono Hanson
 - Both UDC & Howard are virtual through spring of 2021
 - They are planning to do some virtual workshops.
 - Design Competition Chris Overcash
- YP's Sanyukta Gokhale/ Alana Gildner
 - Submitted their budget
 - Looking to do monthly Coffee Chats starting 2021
 - Online Trivia event
 - o Get mentors
 - Tim suggested showing the BBW with a YP event
- Water Reuse Peter Buehlmann
 - $\circ\,$ Had a webinar tracking Covid in wastewater, replaced yearly inperson seminar
 - Considering having another webinar in May
 - Will consider having a virtual seminar

Delaware Trustee – Rebecca Winer-Skonovd

- Public Pamela Rowe
 - Things are up in the air considering the virtual science fairs
 - Found there to be overlap with the Public committee and other committees
 - Would like to engage the board on what the Chesapeake area needs are with each committee
 - She plans to do some fact-finding and strategic planning, would like to have input on any of those topics
- Publications Chaka Kamran, Islam Khallaf

CWEA Board Meeting Minutes November 19, 2020 Page 4 of 4

- There are no updates
- o Laura explained the deadlines and if there was a winter "theme"
- Stormwater Jessica Seipp
 - Focused on the December seminar and getting that taken care of
 - Two tracks per day with 8 speakers
 - Repicture Engineering
 - Webinar for March
- Technical Education Matt Zelin
 - Working on the Virtual Platform project

Vice President – Cece Nguyen

- Sponsorship Mike Cecil
 - Working on 2021 sponsors
- Strategic Planning Burt Curry
 - o No report
 - At a stall and needs to be reassessed
- By-Laws Alan Will
 - Nothing active currently
 - Alan would like to incorporate provisions to allow for an At-Large WEF Delegate, if one is ever selected, to be a Board member. This should be incorporated into the Bylaws
- Business Practices Gary Moore
 - Open to new members to assist with the process

Chein-Chi Chang asked for MA nominations.

Laura encouraged committees to let Traci know when their meeting dates are and try to meet quarterly if you don't already have a schedule.

Meeting adjourned at 2:00pm.

BOARD MEETING DATES 2020-2021

- January 21st (2:30 pm 5 pm)
- March 18th (9:30 am 12 pm)
- May 20th (11:30 am 2 pm)
- July 15th (9:30 am 12 pm)

ECOLETTER EDITORIAL DEADLINES

2021 Winter issue	2021 Deadlines
1. Deadline to Editors	Monday, January 4, 2021
2. Editors submit to CK (editorial deadline & advertising sales close)	Friday, January 15, 2021
3. Page proofs to CWEA & WWOA for review	Friday, January 29, 2021
4. Edited proofs returned to CK	Friday, February 05, 2021
5. Final art to print	Friday, February 12, 2021
6. Finish printing	Monday, February 22, 2021

ADJOURN