



# CWEA Board Meeting Minutes

Thursday, September 16, 2021

9:30 AM – 12:00 PM

MS-TEAMS

Attendance: Gian Cossa, Laura Jo Oakes, Clarence Beverhoudt, Traci Storm, David Wildasin, Dale Baker, Clark Howells, Charles Poskas, Jegnaw Essatu, Pam Rowe, Madeleine Driscoll, Cheryl Paulin, Alexis Wingfield, Kraig Moodie, Rebecca Winer-Skonovd, Mike Cecil, Islam Khallaf, Sanyukta Gokhale, Gary Moore, Chaka Kamran, Hahns Hairston, Cece Nguyen, Alan Will, Chein-Chi Cheng, Ellen Frketic

## Call to Order by President Gian Cossa

### SECRETARY REPORT – Cheryl Paulin

- Annual Business Meeting Minutes – voting will be moved to the next board meeting.
- Meeting Minutes from July 2021 board meeting – Gian asked Traci to send the three board meeting minutes to the board in one email.
- Cheryl moves to table voting on the minutes until the November board meeting.
- Cheryl suggests that at some point the board discuss in-person vs. virtual events with the current environment.

### TREASURER'S REPORT – Alan Will

- Gian Cossa read Alan's Treasurer's report.
- Cheryl mentioned that a discussion should be had on building the reserve.
- Gian stated that he is speaking on sustainability and resiliency during Leadership Series.

### DELEGATE'S REPORT(S)

- Tim Wolfe – not present
- Ellen Frketic – not present

### PRESIDENT'S REPORT – Gian Cossa

- Gian reported on the success of Tri-con and expectations of a healthy financial result – record sponsorships.
- Gian asked for people to consider volunteering on the Tri-Con committee.
  - Mike Cecil volunteered
- Gian announced the CWEA award winners
  - WEF Awards
    - Lab Practices – Gregory Stephens
    - Beddel – Ellen Frketic
    - Hatfield – Justin Myers
    - Burke – DC Water
  - CWEA Awards
    - President's Award – Kraig Moodie
    - Golden Manhole – Ellen Frketic
    - Golden Raindrop – Jessica Seipp
    - Rising Star Award – Sanyukta Gokhale, Alana Gildner
    - WEF Delegate Service Award – James Shelton

- Past President's Award – Laura Jo Oakes
- Gian will be working on member engagement, resiliency, and equity and encouraged everyone to attend the Leadership Series.

### **CTA'S REPORT – Kraig Moodie**

- Kraig gave a report stating that Tri-Con was a successful event.
- About 1,100 in attendance, 7 OPS teams competed, expressed appreciation.
- Kraig announced that we are able to send two teams to WEFTEC due to saving money at Tri-Con with donated supplies, etc.

### **UNFINISHED BUSINESS**

- SOPs – Gary stated that the expectation is to complete the SOPs this year.

### **NEW BUSINESS**

- Upcoming Webinars – Asset Management on Oct 28, Plant O&M/Safety on Nov 18 and Residuals/Biosolids on Dec 16
  - Gian encouraged committees to submit their webinar info to the Technical Committee for 2022
- Ed Norton Golf Tournament on Oct 5 – register TODAY
- Bay Bridge Run on Oct 31 – register TODAY
- Collections Systems Workshop on December 2 at MITAGS
- Gian asked that when we cover committee report-outs to let us know if the committee picked up new members
- WEFTEC – Laura will be attending in Gian's place.

### **COMMITTEES**

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

- Public Outreach – Pamela Rowe
  - Preparing for the next round of science fairs
  - Promotes SJWP
  - We judge the science fairs and the SJWP
  - We need assistance with volunteers for judges
  - Working on the budget request – cash awards for winners
  - Needs a Co-Chair – preferably from a utility
  - Working on a survey to get feedback on PO needs
  - Talked about a CWEA prize
  - Gian talked about colleges being involved in SJWP
- Publications – Chaka Kamran, Islam Khallaf
  - Chaka reported on Tri-Con
  - Encouraged everyone to upload any pictures they took
  - Working on the write-ups from Tri-Con to submit
  - Photos are on the CWEA website
- Stormwater – Jessica Seipp
  - Rebecca reported for Jessica
  - SW webinar is taking place today – 60 registrants
  - In-person conference has been postponed until spring
    - There are financial implications due to postponing this year
    - Possibly having a webinar in December
- Technical Education – Matt Zelin
  - Rebecca reported for Matt

- Listed webinars

*DC Trustee – Gary Moore*

- Asset Management – Steve Tarallo – no report
- Collection Systems – Madeleine Driscoll
  - Madeleine reported on Committee Chair transition
  - Ed Norton Golf Tournament
  - MITAGS Event
  - Focused on adding onto the committee
- Membership – Charles Poskas
  - Sent report to Gary
  - Bay Bridge Run
- Plant O&M and Safety – Kenrick St. Louis
  - Gian met with Kenrick and reported on upcoming webinar

*Maryland Trustee – Jegnaw Essatu*

- Reported on his experience at Tri-Con
- Residual and Biosolids Management – Hahns Hairston
  - Reported on the Tri-Con Beauty Contest
    - Gian will attempt to get DC Water to submit entries
  - Will add Residuals Beauty Contest in 2022
  - Webinar coming up in December – Master Plans
  - Will not be planning an in-person event at this time
  - WEF Nationals has been supportive
  - Hahns will do the Ecoletter write-up
- Laboratory Practices – Jegnaw Essatu – new Lab Event Coordinator for Tri-Con
  - New Chair – David Wildasin – introduced himself
  - Coordinating with WEF to gain experience from them
    - LAB chat in October for an hour – 1<sup>st</sup> in a series
    - Will hold them monthly
  - Planning to do a joint session with EPA
- Spring Meeting – Chein-Chi Chang
  - Will start planning in December
  - Joint Meeting with CSAWWA
- Student Activities
  - Career Fair – new chair – Alexis Wingfield
    - 2022 will be happening at MITAGS
    - Working on Contract
    - Next meeting today
    - Will work on a Save the Date flyer created
    - Gian will work on encouraging DC Water's participation
  - Student Chapters – Pono Hanson
  - Design Competition – Chris Overcash
- YP's – Sanyukta Gokhale/ Alana Gildner
  - Received report from YP Committee
- Water Reuse – no report

*Utility Member Representative – Jessica Shiao*

- Government Affairs – Marlou Gregory – no report
- MDE W/WW Board Liaison – Clark Howells – had to leave meeting early
- Short Course – Scott Harmon – no report

- Training, Review and Evaluation (TRE) – Clark Howells – had to leave meeting early
- Mentorship – Kraig Moodie, Dennis Hasson
  - This year's class graduated – 14 completed the program – no ceremony
  - During the Leadership Series will encourage volunteering for mentoring
  - Attempting to get engagement from surrounding counties

*Vice President – Clarence Beverhoudt* – thanked everyone that voted for him

- Sponsorship – Mike Cecil
  - Kicking off sponsorship committee shortly
- Strategic Planning – Ted DeBoda – sent report
  - Gian thanked Burt Curry for his service to the committee
  - Recruited other committee members
- By-Laws – Alan Will – no activity to report
  - Will be relaunching soon
- Business Practices – Gary Moore
  - SOPs – hoping to finish it out

*President-Elect – Cece Nguyen*

Cece gave a report on the OPS Challenge and pipe cutting shoot-out with including women. Was excited to see how many participants there were. Will add this write-up to Kraig's Ecoletter write-up. Kraig reported on the Shoot-Out teams – teams expressed that the most exciting competition they've attended

- Audit – Kraig Moodie
  - Completed the 2020 review
  - Will work on the review closer to the end of this year.
- Awards – Eric Held – no report
  - **WEF MA awards will be due soon – will get that list out shortly**
  - Cece reported on the 5S award, would like to improve induction ceremony
  - Vice-Chairs needed for the Awards, Budget & Finance, PCOC committees
- Budget/Finance – Ellen Frketic – **Traci will email reports to Ellen**
- Leadership Retreat – Cece Nguyen
  - Reported on the Leadership Series
  - Encouraged participation
- Nominations – Cece Nguyen – no report
  - Gian will encourage committee chairs to look at any SOPs that were already created

#### **BOARD MEETING DATES 2021-2022**

- November 18, 2021
- January 20, 2022
- March 17, 2022
- May 19, 2022
- July 21, 2022
- Annual Business Luncheon at Tri-Con, September 1, 2022

**LEADERSHIP SERIES:**

- **Day 1 – September 22, 2021 – 12:00 pm – 1:00 pm**
  - Introduction of the series
  - Student Chapters, Student Design Competition
  - YH2O Mentorship
  - Membership/Housekeeping
- **Day 2 – September 24, 2021 – 12:00 pm – 1:00 pm**
  - Opening of Day 2
  - Roles, Responsibilities, Structure, & SOPs
  - Committee events - LIVE
  - Committee events – Virtual
  - Tutorial video on uploading committee files to website folders
- **Day 3 – September 28, 2021 – 12:00 pm – 1:00 pm**
  - Opening of Day 3
  - Finance 101 & Creating Committee Budgets
  - Sponsorships for the Association
- **Day 4 – September 30, 2021 – 4:00 pm – 5:00 (ish) pm**
  - Casual in-person get-together at: Jailbreak, 9445 Washington Blvd. N STE F, Laurel, MD 20723
  - Plan to attend to pick-up your CWEA Appreciation Gift!

**ECOLETTER EDITORIAL DEADLINES**

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 meeting at 12:00 pm.**