



CWEA Board Meeting Minutes

Thursday, September 17, 2020

9:30 AM – 12:00 PM

MS-TEAMS

Attendees: Scott Harmon, Ellen Frketic, Gian Cossa, Cheryl Paulin, Madeleine Driscoll, Mike Cecil, Clark Howells, Laura Oakes, Jegnow Essatu, Alan Will, Clarence Beverhoudt, David Zweig, Azam Hossain, Jill Crawford, Aaron Hughes, Jeseth Delgado Vela, Kraig Moodie, Tim Wolfe, Chein-Chi Chang, Mark Ramirez, Mike Hoffmaster, Jessica Shiao, Chike Monwuba, Hahns Hairston, Damion Lampley, Chaka Kamran, Cece Nguyen, Burt Curry, Rebecca Winer-Skonovd, Traci Storm - 30

Call to Order by President Laura Jo Oakes – 9:32

- Ellen Frketic verified that a quorum was present

SECRETARY REPORT – Cheryl Paulin

- June 2020 Meeting Minutes – Ellen motioned to approve corrected minutes, Tim Wolfe seconds – motion carried.
- Annual Business Meeting Minutes - Ellen Frketic approved, Kraig Moodie seconds – motion carried.

TREASURER'S REPORT – Alan Will

- CWEA account status update

DELEGATE'S REPORT(S)

- Tim Wolfe –
 - Tim provided us with a WEF overview
 - Big Blue World (BBW) virtual showing
 - Tim will coordinate with CWEA's student chapter advisors to schedule a showing of BBW in the spring semester
- Jim Shelton – not in attendance

PRESIDENT'S REPORT – Laura Jo Oakes

- Laura is finalizing 20-21 Committee Chair's list– please let her know if you had any changes to the committee chairs
- Laura requested that committees to meet at least quarterly basis to keep things moving
- Laura requested that committees let Traci know when you plan to meet so that she can add it to the CWEA calendar
- Encouraged use of the CWEA website and tutorial on website usage was suggested

CTA'S REPORT – Kraig Moodie

- Next year's TriCon planning has started. A large percentage of vendors kept their money in for next year. Rachel Ellis is working on all of that
- Gian Cossa put a call out for anyone wanting to help with Tricon next year – let him know
- The next TRICON planning meeting is October 8th from 9:30 – 12 via TEAMS

UNFINISHED BUSINESS

- Brave Blue World Showing – Tim Wolfe

- Discussed earlier in the meeting, see above, “WEF Delegate Report”
- Committee SOPs – Gary Moore
 - SOP committee is moving forward with Committee Chair descriptions and procedures

NEW BUSINESS

- Leadership Series -
 - Gian Cossa gave dates and topics for each
 - Flyer and invite will be sent soon
 - Add website tutorial to series topics
- Student Memberships –
 - Azam Hossain, UDC student chapter advisor, asked about the memberships and student discounts
 - Laura will set-up a call on how the student memberships work within WEF.
 - Jeseth Delgado Vela, HUWEA student chapter advisor, would like to be involved in the call
- 2021 Student Design Competition Project –
 - Seeking input for new projects
 - John Hopkins requested a wastewater project and CWEA mentor
 - Azam Hossain would like to have a professional mentor assigned to them immediately to meet with the team on a regular basis. He doesn’t need a project but needs a mentor
 - Chein-Chi Chang stated that there are two categories and that we need to decide which category/how many teams would we send. Traci will contact Chris Overcash about the two different categories
- October 5th – 9th – WEFTEC Connect
- Board Meeting Times and Locations
 - See bottom for tentative dates – will stay with the third Thursday but vary the times
 - Meetings will be via MS TEAMS until further notice

COMMITTEES

President-Elect – Gian Cossa

- Audit – Kraig Moodie –
 - Nothing to report, will restart efforts in January/February 2021
- Awards – Eric Held –
 - Gian showed the award slides
- Budget/Finance – Ellen Frketic –
 - Ellen shared the financial spreadsheet
- Leadership Retreat – Gian Cossa
 - Discussed earlier in the meeting
- Nominations – Gian Cossa –
 - Would like people thinking about leadership now and not right before the nominations
 - Ellen Frketic would like to be part of the committee
 - Per bylaws Cece Nguyen and three trustees (Clarence Beverhoudt, Greg Moore, Rebecca Winer-Skonovd) will be added to the committee
 - Reminder that anyone up for nominations cannot serve on the committee

Utility Member Representative – Jessica Shiao

- Government Affairs – Marlou Gregory – no report
- MDE W/WW Board Liaison – Clark Howells –
 - August board meeting was canceled so nothing to report
 - Attending next board meeting right after CWEA's board meeting
- Short Course – Scott Harmon –
 - Meeting being held today to discuss and can update at the next CWEA board meeting
- Training, Review and Evaluation (TRE) – Clark Howells – nothing to report
 - Cheryl Paulin, Traci Storm, and Clark will meet to review credit application procedures
- Mentorship – Kraig Moodie, Dennis Hasson -
 - YH20 meeting, September 16, 2020 – 15 participants graduated through the, all were hired by the city
 - Their career fair did not happen this year
 - Ellen Frketic requested an invitation to participate in future career fairs

DC Trustee – Gary Moore

- Asset Management – Ed Shea -
 - David Zwiig organizing committee activities but nothing to report
 - Gian Cossa requested to meet with David to discuss aligning their goals
- Collection Systems – Mike Hoffmaster -
 - Ed Norton is being held on October 21, 2020 – Approximately 8 teams registered to date
 - Annual seminar has been changed to virtual format, Jackie Jarrell is the keynote speaker, working on Call for Abstracts, looking for 6-8 speakers, 20 - 25 minute timeframes
- Membership – Charles Poskas - no report
- Plant O&M and Safety – Kenrick St. Louis – no report

Maryland Trustee – Clarence Beverhoudt

- Biosolids and Residual Management – Hahns Hairston -
 - Quarterly meetings – Next meeting is tentatively November 4th
 - ACTION: Would like to have training on how to use the Committee/Project part of the website added to the Leadership Retreat
 - Would like to have SOPs added to the committee website page.
 - ACTION: Traci Storm will add them once all of them are compiled, approved, and unified
 - ACTION: Traci Storm will ask Jill Crawford to add webinar links to the committee website page as well as the webinar page
- Laboratory Practices – Jegnow Essatu -
 - Sent finalized MOU for CWEA/MELA – waiting on final version
- Spring Meeting – Chein-Chi Chang –
 - Committee has started planning for 2021
- Student Activities
 - Career Fair – Jessica Shiao -
 - Working on 2021 – will decide virtual/in-person soon
 - Website created and will be launched when decision is made
 - Azam Hossain asked for flyers if a resume workshop is provided

- Student Chapters – Pono Hanson –
 - Clarence Beverhoudt gave an overview of the minutes from Pono Hanson's last meeting
 - Jeseth Delgado Vela gave an update – HUWEA is still trying to stay active despite the shut-downs
 - Azam Hossain gave the UDC update
 - Ellen Frketic asked advisors to send Traci Storm the meeting dates and times so CWEA members could join the meeting if they're able
- Design Competition – Chris Overcash – submitted report
- YP's – Alicia Grant/ Carolyn Wagner – no report
- Water Reuse – Peter Buehlmann – no report

Delaware Trustee – Rebecca Winer-Skonovd

- Public – Jennifer Kaberline –
 - Rebecca Winer-Skonovd went over committee report
 - Looking for ways to encourage more students to participate in Stockholm Junior Water Prize
 - Jennifer will be transitioning the chair to Pam Rowe
- Publications – Aaron Hughes, Chaka Kamran, Islam Khallaf -
 - Aaron – two rising stars – Aaron is becoming a support person and letting Islam and Chaka take over in the leadership of the Ecoletter
- Stormwater – Jessica Seipp –
 - Committee is active with monthly calls, participating in "Repicture Engineering" which helps students to become involved with the industry
 - Seminar will be held virtually in 2020, Call for Abstracts needed
- Technical Education – Matt Zelin -
 - Matt sent Rebecca email – reminder to schedule your webinars

Vice President – Cece Nguyen

- Sponsorship – Mike Cecil – no report
 - Will have an update at the Leadership Series
- Strategic Planning – Burt Curry – no report
- By-Laws – Alan Will – no report
- Business Practices – Gary Moore
 - Actively working on the SOPs for the Committee Chairs

BOARD MEETING DATES 2020-2021

- October 14th, 16th, 20th, and 22nd (4 pm – 5 pm) – Leadership Series
- November 19th (11:30 am – 2 pm)
- 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

- Fall 2020 Edition
 - Deadline to Editors – Friday, September 25, 2020
 - Editors to submit to CK – Friday, October 9, 2020
 - Page proofs to CWEA & WWOA for review – Tuesday, October 20, 2020
 - Edited proofs returned to CK – Wednesday, October 28, 2020
 - Final art to print – Friday, November 6, 2020
 - Finish printing – Monday, November 16, 2020

ADJOURN

Meeting is adjourned by President Laura Jo Oakes at 11:45 am.