



Chesapeake Section American Water Works Association, Inc.

Board Meeting Minutes

April 13, 2012

Howard County DPW

Rachel Ellis, Chair

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Old Montgomery Rd., Columbia, MD

1.0 Call to Order

The CSAWWA board meeting of the Board, Officers, and Committee Chairs was called to order by Chair Rachel Ellis, on Friday, April 13, 2012, at 9:29 am, at Howard County DPW, Columbia, MD

2.0 Roll Call by Brian Gresehover with the following present:

Rachel Ellis	Gary Geck	Teresa DiGenova
Brian Gresehover	Douglas Brinkman	Brian Aylaian
Graeme Lake	Ann Baugher	Patty Gamby
Dennis Funk	Angela Ballard-Landers	Pareesh Sanghavi
Rob Penman	Andy Cooper	David Smith
Jonathan Madagu	Jay Price	Aaron Duke
J. Michael Lewis	Eric Held	Colleen Arnold
Craig Daly	Kyle Massey, Guest	Via Phone - Angela Perry Borders

Absent: Dr. Edward Bouwer, Dominic Tiburzi, Nicolle Boulay, George Rest, Sophia Liskovich, Maya Sathyanadhan, James Newbold, John Moore, Jane Bayer, Kevin Woolbright, Michael Cackowski, Harish Arora, Scott Shipe

3.0 Approval of Minutes ~ January 27, 2012, Board Minutes

The January 27, 2012, Board Minutes were presented for approval. Motion was made by Gary Geck, seconded by Brian Aylaian, to approve the minutes, as presented. Motion carried.

4.0 Remarks by the Chair

4.1 Rachel Ellis welcomed all for attending the CSAWWA board meeting and welcomed new CSAWWA member, Kyle Massey, who was active in Alabama, before moving into the area. Mr. Massey is employed by Atkins.

5.0 Financial Report – Brian Gresehover

5.1 Checking Account balance \$ 75,268.12; Certificate of Deposit \$18,963.30 – both as of March 31, 2012. *Suggestions on how to invest our CD monies to obtain better interest should be brought along to the June 8, 2012 board meeting.*

6.0 Director's Report – by Doug Brinkman

6.1 Mr. Brinkman briefed the board on: AWWA's election results, Life Member statistics, the 2012 Presidential Challenge, the newly established Silver Water Drop Award, the Sustainability Partnering with WEF, the recently rolled-out Communities of Interest – Customer Service, Conservation and Desalination, Partnership for Safe Water, and WIFIA's (Water Infrastructure Finance and Innovation Authority) key message to Congress at this year's Fly-In. Mr. Brinkman advised the Board that he and Joe Mantua will be visiting the City of Baltimore, former Utility member, regarding once again becoming a Utility Member. Should Board members have other Utilities in mind for Mr. Mantua and Mr. Brinkman to visit, let them know.

7.0 **Website** – Via "webex", Angela Perry-Borders gave a demo on CSWWA's newly revamped website. When Board members request information to be placed on the website, please furnish that information to Ms. Perry-Borders the way you wish it to appear. Ms. Perry-Borders stated MarvelSEO did a fantastic job on updating the CSAWWA site. Demonstration included, calendar on the website can be downloaded to personal calendars, nice photo library on website, among others. Still a few bugs to be worked out with Ms. Perry-Borders asking attendees to take a look at the site and send feedback, suggestions to Ms. Perry-Borders. Chair Ellis thanked Angela for all the hard work in getting this accomplished.

8.0 Magazine –2012 issue submittal and distribution schedule:

8.1 Summer issue: deadline, June 1, 2012, issue mailed July, 2012 – Articles to be written by Russ Dalton, Eric Held, Jonathan Madagu, Dennis Funk and Teresa DiGenova.

8.2 Fall issue: deadline September 16, 2012, issue mailed October 24, 2012 – Articles to be written by Andy Cooper, Craig Daly, Jane Bayer (Tri-Con recap), Nicolle Boulay

8.3 Trustees utilized for Pre and Post events and new member list by Patty Gamby.

9.0 **Calendar of Events** – attendees were directed to the back of the Agenda for calendar/event updates.

9.1 **Career Fair** – David Smith - Career Fair was held February 17, 2012, at the Engineers Club, Baltimore, MD with an afternoon plant tour, with those touring travelling via charter bus, to the Montebello plant. David Smith has provided an event recap to the Board with expenses reimbursed by CWEA on April 12, 2012. Five (5) Student memberships to AWWA/CSAWWA were given out and paid by CSAWWA. Had 75 students, doubled from last year. Present were University of Maryland, Virginia, Johns Hopkins, George Washington. Asked Board to keep getting the word out for next year encouraging more firms to attend to get better representation. Aaron Duke suggested possibly moving the Career Fair to the fall each year as most firms have already selected new hires by the time the Career Fair is usually held in February. Paresh complimented David on his efforts and an outstanding Career Fair affirming more sponsors are needed for 2013.

9.2 **Fly-In** – March 7-8, 2012 – Scott Shipe, once again, did a fantastic job coordinating this Fly-In, along with Colleen Arnold and also assisted CWEA in their first Fly-In. John Moore and Maya S., along with Eric Held represented CSAWWA. Ms. Arnold feels it was an excellent Fly-In. Overall the feeling from their meetings was that everything was all about finance asking Board to keep letting your Congressman know that water is important.

9.3 **Water Reuse Seminar** – Dennis Funk – Seminar planned for April 26, 2012, at MITAGS with a great line-up. The day will include morning presentations and an afternoon panel offering 5.5 contact hours.

9.4 **Customer Service Seminar** – Angela Ballard-Landers – held April 4, 2012, at WSSC with over 55 in attendance. All complimented the trainer selection, Mr. Milton Hunt of Hunt International, and thoroughly enjoyed the day. Continental breakfast, lunch and popcorn was supplied to attendees. Patty Gamby, Membership Chair attended and spoke briefly on membership at the beginning of the training seminar. Ms. Ballard-Landers to send out thank you through RegOnline to attendees and also asking them to become a committee member. Event netted over \$700.00 profit. Ms. Ballard-Landers is looking to do another event in April, 2013 and pusing cost up a bit. Possible Meet ‘n Greet in October, 2012, during National Customer Service week.

9.5 **Diversification Management** – Jonathan Madagu encouraged all of the Board to attend, Thursday, April 19, 2012 at WSSC, and includes a great speaker and agenda.

9.6 **Joint Spring Meeting** – Brian Gresehover - May 11, 2012 being held during National Drinking Water Week at Six Flags America. Registration open with 3.0 contact hours, four (4) presentations in the morning and 1.0 hour of technical tours in the afternoon. Scott Shipe busy with Proclamations to be awarded the same week as the Spring Meeting.

9.7 **Short Course** – Jay Price – June 3-8, 2012, brochure had been mailed today, April 13, 2012. Registration desk coverage by Michael Lewis and Angela Ballard-Landers with Membership presence. Giveaways authorized by Board for Executive Director to purchase with leftovers to be given out at CSAWWA Membership table at the 2012 Tri-Con. Mr. Price stated no scholarship applications had been received to date for the Short Course.

9.8 **ACE12** – Section won multiple awards this year and will be recognized in Dallas, TX at ACE12: Membership Club 7, Diamond Pin Club award, with our Section receiving a \$500 check, Craig Daly and Andy Cooper’s committees received the Education Award, and Jane Bayer to receive the Fuller Award. WSSC Top Ops team travelling to ACE12 representing us nationally. On Monday, June 11, 2012, CSAWWA will be again Co-Hosting, along with Pennsylvania and Virginia, a “Meet and Greet” at the Headquarters Hotel. RSVP your attendance to Ann Baugher by June 1, 2012. Executive Director attending along with Chair Rachel Ellis.

9.9 **Summer Workshop** - Brian Gresehover attending, along with Executive Director. Others interested are Nicolle Boulay, Teresa DiGenova and Brian Aylaian.

9.10 **Tri-Con** – Reported by Jane Bayer and presented by Ann Baugher – “site visit conducted March 26th. The Convention Center construction will have no impact on 2012 Tri-Con with 119 booths in Exhibit Hall. Hotels are set, Seacrets is set, Ops Challenge is in good shape with at least 8 teams. Gary Geck finalizing Technical Program with presenter notifications done on April 4th. Mr. Geck has sent out a “Call” for a nominal fee Pre-Con session, with hopes of it materializing. Keynote speaker secured, Milton Hunt, which was moved to Wednesday morning. Tri-Con Committee may rename the conference with Committee in the process of that selection or a chance that the name may remain the same. Angela Ballard-Landers inquired if CSAWWA had a photographer and attendees were advised Mr. Charles Reichert would be taking photos.

9.11 **Top Ops** – Jay Price attempting to “beef up” competition teams for 2012 to engage more teams. Navy shirts and khaki hats were supplied by CSAWWA to the WSSC team for competing at ACE12, Dallas, TX.

9.12 **Silent Auction** – Eric Held, to benefit Water For People

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9.13 Joint Water Distribution/Water Quality Seminar – Andy Cooper – still working on setting a date, nothing confirmed at this time.

9.14 Membership – Patty Gamby – Membership goal for 2012 has already been exceeded by 18. Ms. Gamby noted that Life Members are not factored into our retention rates and goals. Asked attendees to look at the Membership Plan. Ms. Gamby pointed out that the largest number of CSAWWA membership fall into the age category, 60 – 79! Discussion was held regarding the aging workforce and the lack of new folks to this industry; YPs lacking the soft skills needed in this industry; mentor program suggested with Ms. Gamby’s willingness to help in any way she can. Ms. Gamby stated statistic of 90% of members engaged, will be retained, mentioning her gratitude of Brandon Flint continuing to routinely send out welcome letters to new members. Rachel Ellis acknowledged Patty’s hard work and passion being put into Membership. Director Brinkman mentioned to engage students, we should possibly have some board meetings at universities. Graeme Lake mentioned that when calling the “late” life members, we should mention, if retired in this field, the \$15.00 retiree membership. Sections are now to contact our own late life members. Discussion followed as to whether we should pay those late life members dues. It was decided, that more information would be needed to decide as a Section to be discussed at the next board meeting after more information is collected.

10.0 Ad Hoc Utility Training – Sophia Liskovich emailed an update on the CSAWWA training initiative - survey sent to municipalities to identify the need for this program as well as details as to what the municipalities are looking for (subjects, locations, etc). Committee received feedback from almost 20 different municipalities across Maryland and Delaware and the overwhelming sentiment is that additional training is really needed and they would like to see AWWA assist in this area. In addition, Ms. Liskovich had a meeting at MDE to discuss their role in training programs. Funding given to rural water as well as a southern MD college to give training courses was discussed along with their recent inability to attract small systems (even with the funding). MDE offered their assistance in this training program and was glad to learn of CSAWWA’s training initiative realizing this great need. Committee in the process of putting together some training courses that will be submitted to MDE for approval, then begin “trial run” training.

11.0 Unfinished Business

11.1 SOP draft manual – Aaron Duke

11.2 Insert in the Chesapeake magazine – discussion whether any one had a problem with this insert and decision that Communications Committee would contact publishers, and report the findings at next Board meeting.

11.3 Regarding scholarships, David Smith asked is there any way to open up what scholarships could be used for? Would it be possible to use the scholarships for trips taken with the YPs potentially doing some fundraising events to collect funds. Mr. Smith advised the Board he is still working on this idea with Chair Ellis stating since in the budget that Mr. Smith to be prepared to discuss at the June 8, 2012 Board meeting.

12.0 New Business – Gary Geck - Best Paper by a CSAWWA member with opportunity to vote at Tri-Con.

13.0 Announcement(s) –

13.1 Next board meeting, Friday, June 8, 2012 – WSSC, 14501 Sweitzer Lane, Laurel, MD, with breakfast at 9 a.m. and concluding with lunch at noon.

13.2 David Smith announced that on June 2, 2012, DC Water for People will be having a kayak event. For more information, please contact David Smith.

14.0 Adjournment – Motion by Gary Geck, seconded by Rob Penman, meeting adjourned at 12:08 pm. Motion carried.

Respectfully submitted,

Ann Baugher

Ann Baugher
Executive Director
4/14/12