



## 2008-2009 GOVERNING BOARD AND OFFICERS

Aaron Nelson- President	Carrie DeSimone, DE Trustee
Hiram Tanner- President Elect	Angie Essner, MD Trustee
Craig Murray - Vice President	Salil Kharkar, DC Trustee
Karl Ott - Past President	Jon Doane, WEF Director/Delegate
Carlos Espinosa, Secretary	Ray Schulte, WEF Director/Delegate
Timothy Wolfe, Treasurer	Robert Wimmer, WEF Delegate at Large
	Sam Amad, PWO Representative

# **CWEA Board Meeting Minutes**

**December 4, 2008 – Blue Plain WWTP**

## CALL TO ORDER AND GENERAL HOUSE KEEPING

1. Aaron Nelson called meeting to order at 9:55 AM.
2. Attendance:

Aaron Nelson	Paresh Sanghavi	Laurie Perkins
Hiram Tanner	Jon Doane	Salil Kharkar
Carlos Espinosa	Craig Murray	Sam Amad
Tim Wolfe	Karl Ott	Cynthia Lane

## MEETING OBJECTIVES

1. Joining publications with CSAWWA:
  - Cynthia Lane explained that the CWEA Publication Committee has reservations about changing to a Tri-Association newsletter. The Ecoletter has a unique look, a well recognized name, and is financially sound. Therefore, the committee is unsure of what would be the motivating to merge w/ the CSAWWA newsletter. The committee recognizes that there may be some benefit to a tri-association newsletter and would participate in discussion to that effect. Neither group should come to the table predisposed to what the outcome would be. The committee has reservations about the CSAWWA publishing contract.
  - Sam Amad raised concern about the publication taking more of an engineering publication and operation article being neglected – there should be the proper WWOA representation in the discussion.
  - Issues regarding the merging include:
    - Green friendly vs. more efficient use of resources (less paper, less ink).
    - Percent of advertisement pages – Ecoletter is typically 30%.
    - Recycle paper (Ecoletter) vs. color white (CSAWWA)
    - What organization would be the Editor – CSAWWA has indicated that they must be the editor.
    - Costs and financial viability of the CSAWWA publication.
    - Selection of a publishing firm.
  - Jon Doane expressed that everyone should come to the negotiating table with an open mind and with a “what-do-we-need-to-do-to-make-it-work” attitude.
  - Cynthia Lane will initiate contact and coordinate a meeting with CSAWWA.

2. Aaron Nelson discussed other joined efforts with CSAWWA. Aaron suggested forming a subcommittee to explore. Members of the sub-committee will include Jon Doane, Hiram Tanner, Craig Murray, Aaron Nelson, and several WWOA members (Russ Sharpe). Jon Doan will be the champion and spearhead the effort.
3. Relationship with other organizations were briefly discussed, including:
  - Northern Virginia Regulatory Action Committee (NVRAC).
  - Pennsylvanian Water Environment Association (PWEA).
  - Water Reuse Association (WRA).
  - Maryland Environmental Laboratory Association (MELA)

### **COMMITTEE UPDATES**

1. Schedule of Events – The CWEA 2008-2009 Calendar of events was reviewed and updated. Carlos Espinosa will forward the updated calendar to the Board Members and Committee Chairs for a final check before posting on the Website (see attached).
2. Committee Reports
  - Web Site – Cynthia Lane needs current list of Officers and Committee Chairs and Vice-Chairs (submitted already).
  - Collection System – Laurie Perkins reported:
    - FOG Seminar on November 14 was a great success. Approximately 130 people attended.
    - The Collection System Committee's theme for 2009 is "It Takes Two – Engineering and Operations Working Together".
    - 2009 Spring Lunch scheduled for April 17<sup>th</sup>. Need to sign agreement with meeting facility and put down deposit. Aaron Nelson authorized Carlos Espinosa to review and sign agreement. (agreement has been signed and \$200 deposit made at The Rose Restaurant).
    - Laurie Perkins explained Ops Challenge teams should not be charged a fee to participate. These municipalities already donate their time and equipment for the event. Instead the committee recommends that the costs associated with the event should be covered by sponsors. The Board will consider the committee's recommendation.
    - The committee is still planning to approach municipalities requesting collection system committee participation from municipalities. Letter will be drafted and submitted to the Board for approval.

- President-Elect – Hiram Tanner reported:
    - The 2009 CWEA/WWOA Joint Conference will take place September 1<sup>st</sup> through the 4<sup>th</sup>, at the Clarion in Ocean City, MD.
    - A committee of CWEA and WWOA members will visit the Clarion on December 14 and 15 to check out the facility.
  - Vice President – Craig Murray reported:
    - Board Members need to review and provide feedback regarding paid staff. Tim Wolfe will develop a scope, which will be used to estimate the cost.
  - President - Aaron Nelson reported:
    - Awards Nominations due to the Board by February 28, 2008.
    - Business practice – Aaron started looking at other MAs By-Laws and business practices and compare against CWEA's. He will coordinate this effort with Karl Ott.
3. Minutes of Previous Meeting – Carlos Espinosa reported that the draft minutes from last meeting were distributed to Board Members and Committee Chairs and Vice Chairs and comments were received and minutes were revised accordingly. **Proposed by Karl Ott and second by Tim Wolfe the Board approved the minutes from last meeting. Carlos Espinosa will proceed and post in the CWEA website in PDF format.**
4. Treasurer's Report – Tim Wolfe reported that he now has signature authorization. Currently Tim Wolfe and Alan Will are authorized to sign checks on CWEA's behalf. As previously authorized, Carlos Espinosa and Aaron Nelson will be added to the list of authorized signatures.
5. Delegate's Reports – Jon Doane reported:
- 2008 WEFTEC in Chicago was a success, with very strong participation.
  - The new WEF President Rebecca West and WEF Vice-President Jeanette Brown were introduced at 2008 WEFTEC.
  - The new WEF 2009 budget has been approved and adopted.
  - WEF is committed to support Engineers Without Borders.
6. New Business:
- Karl Ott reported that he received communication from WEF regarding the award of Mike Rumke for Quarter Century Operator. However, Mike is no longer a CWEA member and is now a member of VWEA. Salil Kharkar will contact and inform Mike Rumke of the award.

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7. Next Board Meeting is scheduled for February 12<sup>th</sup> – Conference Call..

- ~~September 25<sup>th</sup> – WSSC, Laurel~~
- ~~November 6<sup>th</sup> – Back River WWTP~~
- ~~December 4<sup>th</sup> – Blue Plains WWTP~~
- **February 12<sup>th</sup> – Conference Call**
- April 2<sup>nd</sup> – Seneca WWTP
- June 10<sup>th</sup> – KCI, Hunt Valley
- July 16<sup>th</sup> – Anne Arundel County, Riva Road

8. Meeting adjourned at 12:00 Noon.

Minutes Prepared by:   
Carlos Espinosa, CWEA Secretary