

**KsAWWA Board Meeting
March 11, 2016
Emporia Water Treatment Plant
Emporia, KS.**

Chair Jim Epp called the meeting to order at 10:03 a.m.

| <u>Roll Call</u> | <u>Present</u> | <u>Absent</u> |
|-----------------------------|-------------------------|-----------------|
| Chair | Jim Epp | |
| Past Chair | Dan Defore | |
| Director | Mike Orth (via call in) | |
| Chair Elect | | Lester Estelle |
| 2 nd Yr. Trustee | Mike Rudy | |
| 2 nd Yr. Trustee | | Durward Johnson |
| 2 nd Yr. Trustee | Jon Shellhorn | |
| 1 st Yr. Trustee | Martha Tasker | |
| 1 st Yr. Trustee | | Andrew Hansen |
| 1 st Yr. Trustee | Phillip Cooper | |
| Secretary/Treasurer | Terryl Pajor | |
| Section Manager | Hank Corcoran Boyer | |

Committee Chairs/Guests: Jim Jackson, OTC and Angela Buzard, Public Relations/Customer Service.

Section Manager Corcoran Boyer presented the minutes of the December 4, 2015 meeting. **Past Chair Dan Defore** made a motion to accept the minutes as printed. **1st Yr. Trustee Phillip Cooper** seconded. Motion carried.

Secretary/Treasurer Terryl Pajor presented an oral report of the financials. As of March 11, 2016 the Intrust Checking Account balance was \$77,406.05; Intrust CD #04 was \$36,614.06; and Intrust CD #06 \$31,603.16 for a total Asset Balance of \$145,623.27. She will send the written report electronically. **Past Chair Dan Defore** made a motion to file the Treasurer's report for audit. **1st Yr. Trustee Martha Tasker** seconded. Motion carried.

Director's Report – Mike Orth reported the following:

AWWA's Board of Directors winter board meeting was held in San Diego on January 14th through the 16th. During the meeting, the Board elected Brenda Lennox from the Pacific Northwest Section who is employed by the Tualatin Valley Water District. Four new Vice Presidents were also elected. They are:

- Kevin Bergschneider from the Rocky Mountain Section*
- Terry McGhee from the Illinois Section*
- Mitch Kannenberg from the South Dakota Section, and*
- Jacqueline Torbert from the Florida Section*

Lindsey Olson from the New Jersey Section was also elected as Director-at-Large. I've had the opportunity to meet all of the new officers and we have a fine slate of individuals taking over executive leadership of AWWA.

As part of AWWA 2020, the Board launched a philanthropic program called the Water Equation in 2014.

The Water Equation focuses AWWA's considerable talents and resources on meeting the ever-growing need for pure drinking water and efficient wastewater treatment systems, and to address the critical shortage of skilled water professionals. It's no simple problem, but like all equations, we can solve it – with your help. With the creation of the Water Equation, the Board had to deal with the designation in 2001 that Water for People, which was also founded by AWWA, was our charity of choice. To address this potential conflict, the Board voted to remove the charity of choice designation from Water for People. Throughout the Board discussions, it was clear that Water for People will continue to be supported by AWWA.

Chair's Report – Jim Epp reported several workshop dates. He also gave an update from **Lester Estelle, Chair-elect Program Chair** for the joint conference:

1. George Hawkins from DC Water will be our Keynote speaker. George will do a breakout session. We have requested that he provide his Bio this week.

We provided George some comments from some of the board members for the session topics.

1. Board members would like to hear more about what DC Water is doing specifically related to resource recovery (a lot going on at the Blue Plains WWTP) and what you see as the long term benefits, as well as if you have implemented a full asset management program to drive/justify your capital improvement plan for future years.

** Talk about DC Water Culture change*

** Share your Leadership philosophy - (Share your personal path story and how you have implemented it at DC water)*

** Messaging- DC water aging water system and huge projects underway/in the hopper with your consent decree. It would be great to hear about how you communicated to the rate payers for them to understand the value of water and why the utility spend large dollars and build massive tunnels throughout the city.*

2. Here is the list of Call for Papers Presentations that we have received: (3-9-2016)

Wastewater presentations-19

Water presentations-17

Joint presentations- 13

3. Dave Hauser and I have stayed in contact and continue to work on the program spreadsheet.

4. Provided comments for the Website to Hank and Tina.

Section Manager's Report – Hank Corcoran Boyer reported the following activity since the December Board meeting:

1. Sent out 200 Exhibitor Postcards

2. Worked with Tina on the joint website – tested the Exhibitors portion of the website – took the Exhibitors portion of the joint website live.

3. *Worked with Tina on the KsAWWA website – tested the KsAWWA website – took the KsAWWA website live. Reported on Tina’s bid – the overages – what it took to get out of the agreement with Dianne, etc.*
4. *Looking at doing a Facebook Page – OTC prompted this – visited with Tina and she will help get that set up so that the entire Section will be included and not just the NE Section of the OTC.*
5. *Sent out a request for advertisers in the Solution H2O*
6. *Sent out a request for articles for the upcoming Solution H2O*
7. *Attended the OTC meeting in Wichita*
8. *Did some revisions of check register for TerryL and separated the joint conference checks from the KsAWWA checks – purchased a deposit stamp for the joint conference so those checks never go into the KsAWWA website.*
9. *Attended TerryL’s retirement party in Wichita.*

Committee Reports:

Customer Service/Public Relations – Angela Buzard reported they were working on getting out information regarding National Drinking Water Week, May 1-7, 2016. She reported there would be a tab on the KsAWWA website under Resources for Public Relations with all the information the utilities would need to do something during the month of May for National Drinking Water Week.

She reported they were working on Customer Service/Public Relations Conference in October with KMU. She also stated they wanted to work with OTC for one (1) day training for customer service and public relations.

OTC – Section Manager Corcoran Boyer reported the NE Sub-committee was busy planning a two day Water/Wastewater Workshop on March 22 & 23, 2016 in Kansas City and also a Water Treatment Operator two day workshop on April 26 & 27, 2016 in Kansas City, Ks.

The NE Sub-committee talked about a Facebook page for all of KsAWWA. Tina Leitzel, webmaster has been contacted to assist with this process.

Terry L. McKanna Scholarship – Section Manager Corcoran Boyer presented Andrew Hansen’s report in his absence.

In 2016 they will once again be offering two 1,000 scholarships. In addition, new this year will be eight (8) gift certificates in the amount of \$25 to provide incentive to increase the number of applicants. Applicants must meet the following requirements:

- A. *The applicant must be enrolled in a two- or four-year accredited college or university program as previously stated.*
- B. *The applicant must be a citizen of the United States.*

- C. *The attached application must be completed in full along with a two-page (or less) typewritten essay, describing the applicant's career plans. A recommendation from at least one professor in the applicant's major field of study, such as a mathematics or science teacher, must be included with the form.*
- D. *The applicant may be a graduate or under-graduate student.*
- E. *An applicant receiving financial aid from the applicant's employer which constitutes more than 50 percent of the applicant's annual costs for tuition and fees is not eligible for scholarship aid from the TLMSF of the KsAWWA.*

In early January 2016 we finalized the application documents and forwarded them to our web developer. This provides applicants the option of either completing the application on-line, or submitting it in hard copy as had been done in previous years. The website application process was completed in late February, at which time we distributed letters and hard copies of the application to qualifying colleges and universities. Lester's previous efforts made this process simple and efficient.

We recently received our first online application and are hopeful this is a good sign regarding awareness and interest in the scholarship program and waterworks industry.

Applications are due by Friday, May 27, 2016.

YP's Report – Jon Shellhorn 2nd Yr. Trustee presented the following YP Report in the absence of Benjamin Haecherl.

The annual YP summit that was held in San Diego was incredibly valuable. I was able to connect with other committees and individuals from other regions in the country. These other YPs have inspired me and given me ideas that I believe will help grow and expand our committee here in Kansas.

The first day consisted of YP Chair Training, which included discussions of how get more involvement, increase recruiting, etc. The group discussion was followed by several breakout sessions over various topics. The second day was the joint AWWA/WEF YP Summit where we went over hot topics in water and wastewater. These topics included the concept of "One Water," challenges in potable water reuse, creating stellar presentations, and career advancement.

I would like to set some small goals for our YP group this year and hopefully expand on these in the coming years. This year's goals include:

1. *Getting regional reps in south Kansas (Wichita), central Kansas (Salina, Manhattan, Topeka) and east Kansas (Lawrence, KC – this would be me).*
2. *Set up an annual event (possibly a yp vs. op competition like softball, bean bags, poker, etc.).*
3. *Connect with student chapters in Kansas.*

Right now I'm coordinating with the YP group in Missouri to put together a water treatment plant tour during drinking water week, but we have yet to finalize this.

Old Business:

2015-2016 Budget– Secretary/Treasurer Terryl Pajor presented the proposed budget. After some discussion **1st Yr. Trustee Martha Tasker** made a motion to approve the proposed budget. **2nd Yr. Trustee Jon Shellhorn** seconded. Motion carried.

Administrative Guidelines (By-Laws) – Chair Jim Epp presented what he had received from **Steve Randtke, By-Laws Chair**. The committee will continue to work on making the changes and will get examples of other By-Laws from KWEA, AWWA, etc. There will be a formal report at the next Board of Trustees meeting.

Leadership Development – Chair Jim Epp had sent out an e-mail to the Board regarding this procedure/policy. He asked if the Board was still in agreement with the process. They responded favorably. **Chair Epp** will contact **Membership Chair Pflumm** about implementing this procedure.

New Business:

Chair Jim Epp presented a proposal from **Mike Armstrong, Water Utility Council Chair** for the AWWA Fly-In to request the Section pay for Darci Meese, WaterOne's legal counsel to attend the Fly-In with him. After further discussion it was determined that **Angela Buzard, Public Relations/Customer Service Chair** was able to attend the Fly-In. **Past Chair Dan Defore** made a motion to send **Angela Buzard** to the Fly-In. **1st Yr. Trustee Phillip Cooper** seconded. Motion carried.

KsAWWA ACE Luncheon – Section Manager Corcoran Boyer presented several options for the KsAWWA ACE Luncheon in Chicago. After reviewing the options **Past Chair Dan Defore** made a motion that KsAWWA hold their 2016 ACE Luncheon at the Chicago Oyster House on Monday, June 20, 2016 at 11:30 a.m. – 1:30 p.m. and charge each attendee \$35. **1st Yr. Trustee Dan Defore** seconded. Motion Carried.

RMSO – Section Manager Corcoran Boyer presented what information she had on the Region IV RMSO in Omaha, NE. It was agreed to increase the budget to \$2,500 and send 4 people. **Section Manager Corcoran Boyer** would send out an e-mail asking for those who wanted to attend and **Section Chair** would make the final decision of who was to attend.

The One AWWA Operator Scholarship- In 2014 AWWA launched a new philanthropic agency called **The Water Equation Campaign**. This scholarship is going to be funded through **AWWA's The Water Equation Campaign**. **Jim Jackson, OTC** presented material he had received and what he had learned by attending the AWWA webinar on this topic. This is a joint venture between the Sections and AWWA. AWWA will refund the Section one-half of a \$1,000 or \$2,000 scholarship.

KsAWWA has agreed to work with AWWA on this endeavor and has signed the agreement between KsAWWA and AWWA. **Past Chair Dan Defore** made a motion to add a \$1,000 expense line item to the current KsAWWA budget for 2016. **2nd Yr. Trustee Jon Shellhorn** seconded the motion. Discussion followed that we needed to put information on our website for this scholarship which **section Manager Corcoran Boyer** will take care of.

New Shirts – There was discussion regarding purchasing polo shirts with the new KsAWWA logo on them and have them in time for those people attending ACE. **Section Manager Corcoran Boyer**

presented some options for shirts. It was decided everyone would pay for their own shirt – **Section Manager Corcoran Boyer** would order the shirts in one order so we could receive the multiple shirt discount.

Jim Jackson, OTC – reported that KsAWWA and KMU were doing a joint cross-connection training in McPherson on March 16-18, 2016.

Jim Jackson, OTC also reported he had agreed to join up with the Water Buffalos and “Ride with a Purpose” to ACE in Chicago. He is soliciting sponsorships from vendors and AWWA members.

No further business meeting adjourned at 12:31 p.m.

Respectively submitted,

Hank Corcoran Boyer
Section Manager