BY LAWS
KENTUCKY-TENNESSEE SECTION AWWA
WATER UTILITY COUNCIL
Approved September 28th, 2007

Policies:

1.0 Purpose:

1.1 The Water Utility Council of the Kentucky-Tennessee Section of the American Water Works Association is responsible for developing response and comment within the framework of association policy on legislative and regulatory matters directly affecting Water Utilities. It is also the goal of the section Water Utility Council (WUC) to coordinate its efforts with the Section Board of Trustees and the Water Utility Council of the National Organization.

2.0 Tasks:

2.1 Monitor and evaluate legislation and regulations for impact on drinking water industry.

2.2 Assemble and analyze data from industry and public records and develop proposed Section positions on issues of interest to the industry.

2.3 Develop presentation on government regulations and proposed legislation that reflect the Section's knowledge and expertise, reinforced by factual technical data, concerning drinking water.

2.4 Assist states by reinforcing water program needs, particularly funding requirements, proposing research, etc.

2.5 Support National WUC efforts in responding to Federal legislation/regulation including participation in annual Washington DC fly-in.

2.6 Maintain Water Utility Council membership and contact person database utilizing Kentucky-Tennessee Section of the American Water Works Association Utility Membership database.

2.7 Represent Association/Section at public meetings, industry workshops, study groups, etc.

2.8 Conduct liaison with other public and private interest groups and professional organizations.
2.9 Recommend legislation or regulations to correct inconsistencies and inequities in regulation and administration of the drinking water industry.

2.10 Coordinate Section membership response to legislative/regulatory initiatives.

2.11 Report legislation and regulations impacting the industry to the Section Utility membership and, as appropriate, to the National WUC.

2.12 Report to the Government Affairs Office any incident involving waterworks which occur in the local, state, or regional area and which might attract national attention.

3.0 **Organization:**

3.1 The WUC Membership shall be comprised of one representative from each Water Utility Member of the Kentucky-Tennessee Section, AWWA.

3.2 Officers and Terms of Office

3.2.1 The Section WUC shall include the offices of Chair, Vice-Chair, two (2) Liaison Officers and a Secretary.

3.2.2 The Chair of the Council shall be a representative of a Utility Member of the Section approved by the AWWA Board of Trustees, from the current or past membership of the Council. The term of office shall be one (1) year. The WUC Chair shall alternate between the two states each term and will coincide with the Section Chair’s State of origin.

3.2.3 The Vice Chair shall be a representative of a Utility Member of the Section, and shall be from the state that is the Section Vice-Chair’s State of origin. The Vice Chair shall be approved by the AWWA Board of Trustees from the current or past membership of the WUC to serve a one (1) year term.

3.2.4 The Secretary of the Water Utility Council shall be the Executive Director of the Section.

3.2.5 The Liaison Officers shall be both the Chair and the Chair-Elect serving on the Section Board and the WUC term of office shall run concurrently with that of the Board of Trustees.

3.2.6 The terms of newly elected officers of the council shall begin, and those of their predecessors shall end, at the conclusion of the last scheduled session.
of the Section's annual conference. In the event no annual conference is held, the terms of office shall end and begin on July 1.

3.2.7 Each State shall also have an Executive Committee made up of Utility and other member representatives from a cross-section of different sized Utilities from that State to ensure different prospectives are included in formulating response and policy on behalf of the State AWWA Executive Committee. The Section WUC Chair or the Section WUC Vice-Chair will be the Chair of the Executive Committee of their respective State and will serve a four (4) year term.

4.0 **Administration and Operation:**

4.1 **Responsibilities:**

4.1.1 The Council shall have the responsibility of developing response and comment within the framework of Association policy on legislative and regulatory matters directly affecting Water Utilities. The council shall have the responsibility of bringing to the attention of other Section Committees of the association policies and procedures that will make possible better water quality and service to the general public.

4.2 **Meetings:**

4.2.1 The Council shall conduct an annual meeting concurrent with the Section Meeting. Additional meetings shall be scheduled as events may require. These additional meetings may be conducted by an Executive Committee of Utility Members from a single state of the Section. Such additional meetings will usually be called by the Section WUC Chair or the Section WUC Vice-Chair who will be the Chair of the Executive Committee of their respective State, but the call may be initiated by any utility Member. A single state Executive Committee may make policy and communicate response for issues affecting their state as determined through a vote from the majority of State WUC Executive Committee.

4.3 **Progress Reports:**

4.3.1 The Chair of the council shall make written quarterly reports of its activities to the Section Chair, seven (7) days prior to the Section Board Meetings held quarterly or shall make said report in person at the quarterly Section Board Meetings and shall report if requested by the Section Chair annually for the business meeting of the general membership at the section annual conference. The report shall include a summary of activities of the
council and proposals for new programs or changes in existing programs, etc.

5.0 Communication to WUC Membership:

5.1 Notification of WUC meeting dates for quarterly or annual WUC meetings shall be made through the Section Executive Director, to the contact person established by each Utility Member on a timely basis to ensure the opportunity for participation to each WUC member. The Chair for each State WUC Executive Committee shall be responsible to have minutes prepared summarizing each quarterly or annual meeting and shall through the Section Executive Director, distribute these minutes as well as any regulatory or legislative updates that are conducted to each Utility Member’s WUC contact person.

5.2 Funding:

5.2.1 The WUC chair shall submit to the Board of Trustees 30 days prior to the annual Section Conference a request for operating budget funding for the following year. If and when in the opinion of the Council, legislative or regulatory matters which require expenditures to enlist legal counsel, the Council with the concurrence of the Section Board, shall have the authority to solicit additional funds from its Utility Members for the specific purpose of responding to the legislative or regulatory initiative involved.