



Board of Trustees Meeting

January 17, 2020 Minutes

Present: Jaime Fleming, Bill Fritz, Wayne Jernberg, Ken McDonough, Matt Parks, Cheryl Porter, Paul Reinsch, Christine Spitzley, Pat Staskiewicz, Aaron Uranga, Gary Wozniak

Staff: Bonnifer Ballard

Called to Order at 9:14 a.m.

Approval of Agenda

MOTION: McDonough moved with support to approve the agenda as presented. Motion approved unanimously.

Approval of Minutes

MOTION: McDonough moved with support to approve the Dec 7, 2019 minutes as presented. Motion approved unanimously.

Approval of Consent Agenda

Consent Agenda included

- Operations Dashboard
- Great Lakes Compact update
- State Drinking Water Advisory Council update
- Nestle lawsuit resolution
- Work for Water (<https://www.workforwater.org/>)
- Council Work Plans
- Council Updates
- Water Use Advisory Council update

MOTION: Staskiewicz moved with support to approve the consent agenda. Motion approved unanimously.

Treasurer's Report

Spitzley reported that the preliminary year end of fiscal year 2019 shows a net of about \$29,000. She also reported that she and Staskiewicz met with Merrill Lynch to better understand the services they are providing. Merrill Lynch has served as the Section's broker since the 1990s. The Finance Committee plans to do a request for proposals for brokerages firms to exercise due diligence. Fritz will lead this effort.

MOTION: Jernberg moved with support to accept the Treasurer's Report. Motion approved unanimously.

Strategic Session

Strategic Planning

Staskiewicz summarized the planning process and provided highlights from the work at the Leadership Retreat on the Section's vision and mission statements. He then facilitated discussion about the options for a revised vision and mission, and exploring adopting core principles. The group agreed that they needed more time to mull over the discussion and recommendation and

wanted to be able to confirm the vision, mission, and core principles at a later date in the strategic planning process. Highlights from the discussion included:

- Water, not only drinking water, to align with the Association. Use drinking water purposefully in specific places to keep unique character that is specifically Michigan.
- Want to see quality water somewhere
- Like the idea of highlighting the abundance of water in Michigan

Staskiewicz will provide a summary of the discussion and facilitate further discussion before the spring board meeting.

The Listening Session was removed from the agenda due to lack of time.

JFA Strategic Visioning

Staskiewicz provided an update on the Joint Funding Agreement discussion with EGLE. An extension of the FY19 agreement is awaiting EGLE's counter-signature. He went on to discuss the idea that having a strategic visioning session with EGLE and Section leadership would help the two parties work through some seemingly intractable issues while helping to inform the strategic plan. A date for the joint visioning session has been set at the end of February and a facilitator is being contracted. Staskiewicz will work with Ballard and Brian Steglitz, chair of the EGLE-Utility Partnership Committee, to finalize the participants for the visioning session.

Michigan Water Academy®

Ballard presented the business case for developing the Michigan Water Academy®. Highlights from the business case include:

- Success factors
 - People
 - Timing
 - Unique quality
- Risk factors
 - Lack of end-user adoption
 - Project over run
 - Finding instructors
 - Liability

It was agreed that any policies around the Academy® should be developed and recommended by the Education and Training Council.

MOTION: Uranga moved with support to create a fund with a maximum of \$225,000 to be used through December 2022, with the provision that the fund be reviewed at the end of each year. Role call vote was taken. Motion approved unanimously.

Ballard was asked to create a request for proposal to select a contractor to aid in content development and send to the board for review and input. Ballard will use the Executive Committee as a review body in selecting the contractor.

DC Fly In Funding Request

MOTION: Fleming moved with support to approve additional funding of \$1,500 for travel support to the DC Fly In. Motion approved unanimously.

Chair's Report

Reinsch reported on a variety of topics, highlights listed below.

- PFAS – FYI that Plainfield Township has reached a settlement. Also, public meetings are being conducted on Michigan’s proposed PFAS rule. Jaime Fleming represented the Section at the Grand Rapids meeting.
- LCR Update Webinar -There is still a lot of confusion among water utilities about LCR. This is going to be an area the Section will want to offer support in for a while.
- 75th Anniversary of Fluoridation – The Communication Council was planning a media event but the Governor’s office could not participate. Reinsch recognized Grand Rapids as the first community to add fluoride to drinking water and reported that the Section will still be doing a social media blitz on the anniversary date, January 25.
- ACE20 in Orlando – Reinsch asked who was planning to attend and shared that Michigan Night will be co-hosted with the Ohio Section this year.
- Water Fluoridation Training – Reinsch commended those involved in the training. It was very well received. Wozniak reported that the content had been made available through the Centers for Disease Control and that Sandy Sutton from Michigan Department of Health & Human Services led the task force to prepare the class and the training itself.
- Diversity and Inclusion Committee Training Request – The committee is seeking to use the Board as a beta test for training. Potential dates will be send to the Board via email.
- Monthly Policy Update Calls -Midwest Strategy Group has scheduled its monthly calls for 2020. Also, there is an Advocacy Day scheduled for March 10 and Reinsch encouraged Board members to sign up. Reinsch and Jernberg volunteered.
- Student Chapters – Reinsch mentioned that student chapters need to be a focus of the Section. Ballard shared that Membership Council Chair Amy Vail and Membership Coordinator Erika Ballard will be attending the Membership Summit and have this on their radars.
- AWWA Water Infrastructure Conference – Reinsch and Spitzley plan to submit an abstract for this because it has been such a key issue in Michigan, especially with the implementation of the new LCR.
- Science Fair judging – Reinsch asked the Board to consider judging a science fair for the Youth Ed Committee. He will forward an email with details.
- Math and Hydraulics Course – Reinsch reported that he is helping Mark Coleman with updating the Overview of Math and Hydraulics class, which is based on the 3-day short course MIAWWA does with EGLE. There was some discussion about finding new methods of teaching math and about the importance of story problems. There was also some discussion about expanding the math portion and separating the hydraulics into its own class. This is an ongoing activity.

Director’s Report

Staskiewicz reported on Association activities as well as some Section topics, highlights listed below.

- Keli Jackson – David LaFrance’s executive assistant was killed on New Year’s Day. Staskiewicz pass around a card for everyone to sign for Keli’s parents.
- JFA update – Staskiewicz reiterated that the JFA was pending but expected to be signed.
- Merrill Lynch update – Staskiewicz reiterated his thoughts on Spitzley and his meeting with Merrill Lynch and echoed the need for a request for proposal
- WUAC – The Council is quite busy and its activities were included in the consent agenda.
- Farm Bill – The Association is still pushing the Farm Bill and Michigan is still working to find a way to use the funds.
- AWWA Winter Board Meeting – Staskiewicz is preparing for the Association Winter Board Meeting.

- Envoi launch – This is the online version of Standards. The launch was a bit bumpy but this is going to be a real boon for communities because you'll be able to access the Standards from any mobile device.
- Communities of Interest – Similar in concept to the Section's attempt at communities of practice, this program has focused on areas that are tangential to water – law, finance, etc. He reported that he and Ballard attended a legal workshop in December. We should expect to see more of this kind of activity from the Association.
- Indiana AWWA and Rural Water merger – Staskiewicz reported on the merger and that he was planning to talk to Indiana's Director to see if he can learn how and why this happened.
- Regional Compact -They are developing a platform to collect and track data on source water protection, among other activities.

Executive Director's Report

Ballard reported on the success of the facilitated staff retreat and thanked the Board for their support with the funding. She also provided a summary of the issues with medical leave for one of the staff and the various options for the Board to consider.

MOTION: Jernberg moved with support to allow the staff member in question to work with a bank of minimum hours of 2,080 for this year. Motion approved unanimously.

Ballard was asked to investigate self-insured options for short term disability and guidelines around such a program.

Board Activities

Reinsch went through all of the events, asking for volunteers to attend.

- Feb 4-5, 2020 Joint Expo & Operators Day – Fritz, Jernberg
- Feb 25-26, 2020 Borchardt Conference – TBD, no role for Board members though
- Apr 7, 2020 Spring Regional Meeting – Livonia - Porter
- Apr 8, 2020 Spring Regional Meeting – Kalamazoo - Spitzley
- Apr 14-15, 2020 UP Water Works Institute – Spitzley or Wozniak
- Apr 16-17, 2020 Region 3 RMSO – Bloomington, MN – Uranga, Parks, Wozniak, depending on budget
- Apr 21, 2020 Spring Regional Meeting – Mt Pleasant - McDonough
- Apr 22, 2020 Spring Regional Meeting – Gaylord - Wozniak
- Jul 2020 Summer Workshop – Denver, CO – Spitzley, Reinsch

Board Policies

Employee Handbook

MOTION: Staskiewicz moved with support to approve the updated policy as presented. Motion approved unanimously.

Financial Management

MOTION: Uranga moved with support to approve the updated policy as presented. Motion approved unanimously.

Expenses

MOTION: McDonough moved with support to approve the updated policy as presented. Motion approved unanimously.

Accounting Internal Controls

MOTION: McDonough moved with support to approve the updated policy as presented. Motion approved unanimously.

Privelege of the Floor

Spitzley provided an update on the LCR Resources Task Force and requested more resources from Board colleagues.

Staskiewicz reminded everyone that the nominations for the Board are currently open and encouraged people to help recruit potential candidates.

Jernberg reported that the new Strategic Partnership Council is still ramping up and was approached by APWA to share sessions for annual conferences.

Meeting adjourned at 3:14 p.m.

Respectfully submitted, Christine Spitzley, Secretary/Treasurer