



Board of Trustees Meeting Minutes

Friday, April 26, 2019

Present: Greg Alimenti, Mark Coleman, Bill Fritz, Wayne Jernberg, Ken McDonough, Cheryl Porter, Paul Reinsch, Christine Spitzley, Pat Staskiewicz, Aaron Uranga, Joe VanderStel, Mike Williams

Staff: Bonnifer Ballard, Ariel Veneziano

Called to order at 9:00 a.m.

Approval of Agenda

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

Approval of Minutes

MOTION: McDonough moved with support to approve the January 18, 2019 board meeting minutes. Motion approved unanimously.

Approval of Consent Agenda

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

- Operations Dashboard 2019
- Anticipated Document Destruction Report
- Water Research Foundation recognition
- 2019 AWWA Member Value Survey Report
- Congratulatory Letters to Division Awards Committee recipients.
- AWWA Honorary Membership awarded to Dave Koch
- WUAC Update

Secretary/Treasurer's Report

FY2018 Financial Statements

Williams provided an overview of the final FY18 financials, showing a net of \$37,254 and reserves of \$553,378, which is a little more than six months of operating reserves. He pointed out that this financial position means the organization can look to do something new and different to put excess funds to work to fully fulfill our mission. He also reminded the Board that an audit of FY2018 would be conducted this year. Williams concluded by reporting that forecasting of revenue and expenses are getting much more precise so that budgets are becoming more meaningful. Coleman conveyed his appreciation to staff and the Treasurer for the work that has been done to get the organization to a surplus.

FY2019 Q1 Preliminary Financial Statements

He then reported on FY19 financials. Williams highlighted the unanticipated events that will impact the financials.

Financial Graphs

Williams also gave an explanation of the charts included in the report. These functional expenses are what is provided on the Section's 990. There was some discussion about how specific expenses are categorized. Ballard explained that program is anything related to serving the members while administration is anything to do with running the business.

Investments

Staskiewicz asked what the disposition of the surplus was. Williams explained the portfolio and that how the reserves are handled is a discussion and decision for the Board. Discussion ensued about the Section's investment strategy. There was discussion about who and how to make the investment decisions. There was consensus that investments should not get too aggressive. There was a general desire to be protective of the Section's assets.

MOTION: McDonough move with support to have the Treasurer and Finance Committee to review and recommend an investment policy. Motion approved unanimously.

Strategic Session

LCR Implementation

The topic was introduced and the materials supplied to the Board were reviewed. Many states are starting to set their own standards, similar to Michigan, in absence of a national standard. Spitzley gave an overview of the LCR Pilot Project, a grant program for 18 communities to begin implementation. The Section has been supporting working sessions of these communities with EGLE. A final working session is scheduled for May and the grant period ends in September. There was discussion about what roll the Section can and should play in terms of offering resources to members. It is expected that those communities sampling is going to create a wave of panic within the public because exceedance is expected. General agreement that we need a repository of communication resources as well as implementation work for our members. Fritz asked Spitzley to chair a task force to address this need. Porter, Reinsch, Jernberg, and Staskiewicz will join. Fritz will follow up with the task force on details of implementation. Spitzley is writing an article for WWN. Coleman suggested a member summit to help share learnings, similar to the approach used in the working sessions. May need to offer help to members in asset management plans that incorporate LSLRs. Fritz asked Spitzley to include council chairs in work. It was requested that the resources developed by the task force include an animated video.

PFAS Rule Making

Fritz reported on the MPART hearing that kicked off their part of the rule making process. There is a working group and a technology round table scheduled as part of MPART's work. The Section had offered Kevin Cox from NSF, among others, as a potential participant of the working group and he was selected. Reinsch reported that the hearing seemed to indicate a predisposed level. Fritz reported that the technology round table is meeting on May 10 and three people from the Section's joint PFAS task force are participating. EGLE is going to continue sampling PFAS for six months through the summer season at their own expense. There was a question asked at all five regionals about the concern and interest in PFAS. The concern seemed to be only from effected communities.

Farm Bill

Spitzley reported that the issue largely source water protection. She has engaged the Association both in Denver and in Washington DC and has reached out to the state Conservationist with USDA in Michigan. Also, EGLE is hosting a Source Water Conference in October; the Section is

sponsoring. Staskiewicz suggested reaching out to the Michigan Farm Bureau to engage them in source water protection activities as well.

Creating a Political Action Committee (PAC)

Ballard provided an overview of what a PAC is and explained that the Board needs to provide direction for the lobbyist on how to approach requests for donations to elected officials and campaigns. There was discussion about the pros and cons for the Section. There was consensus that the Section wait to see lobbying efforts evolve/grow before PAC is used as a strategy.

MOTION: Reinsch moved with support to grant the Executive Director the authority working with the Government Affairs Council to make donations for general, nonpartisan types of events that the Government Affairs Council feels is worth while. Motion approved unanimously.

Board Committees

Fritz introduced a working Organizational Chart to address the merger of the Technical Network Council and Membership Council. Discussion ensued about what role the former liaison Trustee to TNC might be. Fritz asked that the Board to think on this and he'll put it on the agenda for a final decision at the summer board meeting.

Strategic Planning

Staskiewicz reported that strategic planning for the Section is being considered. He provided an overview of a planned approach with a final updated strategic plan being presented at MI-ACE 2020.

GLSLWR Liaison Report

Fritz introduced the report and asked if there were any comments. Spitzley asked that we share MI-CLEAR activities. Fritz asked Spitzley to share that info with David Koch.

MPSI sponsorship and representative

Ballard provided an overview of the Michigan Public Service Institute, a program of APWA that the Section sponsors. Sponsorship is use of our logo and a representative on the planning committee. Various members shared their views of the program, all positive. Fritz wanted to make sure that it was clear to the representative that they are representing the Section's interests and that the Section expects reports back. There was some confusion about the financial commitment associated with the representative.

MOTION: Porter moved with support that Perry Hart be a member of MPSI planning committee representing the Section. Motion tabled.

Williams to reach out to Perry to get further information.

Council Updates

Communications

Uranga provided an updated reporting that during the last quarter, the council developed a media outreach strategy and got opeds placed in several outlets. The council is currently working on Drinking Water Week activities. Also working on an additional oped on affordability. The Council has put together and posted a media spokesperson training guide and has asked for content contributions for social media postings. The Council is now working on updating spokespeople based on subject matter experts.

Conference & Recognition

Alimenti reported that the Council has done a lot of work updating the conference and awards. The website is updated with descriptions of current awards and a general nomination form. They will evaluate the process and make tweaks by the end of the year. The Council asked that each board member make at least one nomination. The council will be meeting with the contest committee to discuss improvements with effort to increase participation.

The program committee met in March to select papers for MI-ACE 2019. The Council is working on a strategy for increasing the submissions. There was discussion about how to garner more abstracts. They also plan to add a banner for awardees to post at their facility.

MOTION: Alimenti moved with support to approve the recommendation of the CRC chair submitted April 17 relative to the email addresses of attendees at Section events. Motion approved unanimously.

Fritz asked that Alimenti let the council chair know.

Education & Training

VanderStel provided an update on Council activities. The Plankton & Algae course is being held again this year on the west side. They plan to alternate east and west side. The planning chair has been working to secure speakers. He's also trying to secure sponsors. VanderStel reported that the Fluoride class may need to be rescheduled. The Groundwater Treatment class is already being rescheduled. The Council is exploring webinars and other ways to get more information out to operators, trying to address the request from members to offer .1 or .2 CECs options. Regional meetings went well. Council members are reaching out to committees to better coordinate education efforts. The Council will be discussing ways to improve communication from committees to the Council to the Board.

Government Affairs

Porter provided an overview of the Fly-In. The conversations with the Michigan delegation were tough since EPA isn't acting on regulating PFAS. The Council continues to cultivate the relationship with the lobbyist. The monthly calls are helpful and there have been opportunities to meet with new legislators.

Membership

McDonough reported that the council is now doing monthly calls. They have a new member lunch on May 1st. The Council is very active. Materials are being taken/sent to all training events. They've incorporated many TNC members into the Council. The Council is exploring criteria for the member spotlight on the website. They are also reaching out to volunteers. McDonough also provided the current status of the membership challenge. Fritz asked that the Council consider a membership drive and offered that the board would help.

Chair's Report

RMSO

Fritz provided a recap of the RMSO for Region III. He really appreciated the sharing between Sections. Reported that the visiting officer is chair of the MAC and leading an Innovation Initiative. Porter was impressed by the interactions and open forum for sharing. Learned a lot. Staskiewicz echoed those sentiments. There was discussion about the staff salary survey that Section Services did. Really liked interacting with all the Sections. Also reported on learning about the Association-Section relationship. Talked a little about strategic planning resources as well as other resources. Will look at formalizing how to select who goes.

Fritz also reported that the Michigan Senate Environmental Quality Committee has asked EGLE and MI-AWWA to present on key water issues to educate the committee members. Reinsch is presenting. Staskiewicz and Ballard will attend as well.

Director's Report

Coleman has reported that Nancy Sullivan was promoted to Section Services Manager and is transforming Section Services. Highlights from the AWWA Winter Board Meeting include

- Membership over 51,800, target for 2019 is 52,300
- ACE 2018 was bigger success than expected
- CE Corp is growing with 30 projects in 2018
- Water Equation is growing but slower than thought
- Discussed the MAC and its Innovation Initiative and AWWA's international strategy

Association is continuing to work on supporting funding for AWIA of 2018, with rolling out a certification program to comply with the Act. There may be confusion about this with an earlier emergency preparedness act.

AWWA also has introduced the Partnership for Small Systems. This initiative takes the tenants for other partnerships and applies it to small systems. AWWA partnered with USDA to do this. They will be reaching out to each Section to discuss program and funding with a focus on utilities that serve 500-2,000.

Beginning the third quarter, the Association will roll out a beta of Standards in digital format. Members will be able to access the most current Standards online from anywhere.

Coleman also reported that the Zeno Gorder Award will now be for a Section staff who recruits the most new members and then new Chuck Van der Kolk Award will be for an individual member who recruit the most members. Coleman wrapped up with summarizing his experience as a visiting officer. He reported seeing more conferences as joint with the WEF MA. They also seem to have more active MACs in those conferences. Some include every abstract. Also preceded over the "installation of officers."

Incoming Director

Staskiewicz reported that the Nominating Committee has confirmed the slate of incoming Board members and will be working on the announcement to members ahead of the Member Meeting in September. The slate includes

Chair-elect Jaime Fleming, City of Wyoming
Secretary/Treasurer Christine Spitzley, OHM Advisors
Trustee Matt Parks, OHM Advisors
Trustee Gary Wozniak, Lansing Board of Water & Light

Staskiewicz also reported that he continues to gather resources about compensation for the Executive Director.

Executive Director's Report

Liability insurance update

Ballard provided an overview of the coverage provided by the Association and identified areas of risk. After some discussion, the Board asked Ballard to gather quotes on insurance to cover

employees in their homes, cyber security insurance, and independent contractor insurance for when independent contractors don't carry their own.

Technology Plan

There was discussion about keeping track of equipment. Spitzley asked Ballard to explore chip technology.

MOTION: Spitzley moved with support to adopt the technology plan as written. Motion approved unanimously

Staffing

Ballard provided an update on the search for a Section Coordinator and the activities subsequent to the January Board Meeting that led to a revised staffing chart. There was discussion about value staff bring beyond money being spent.

MOTION: Reinsch moved with support to authorize the Executive Director to hire both a .75 Membership Coordinator and a .5 Section Coordinator, including the equipment to support their work. Motion approved unanimously.

Board Activities/Calendar

Fritz reviewed the upcoming activities on the calendar for the board.

- 5/9 Chairs meeting – meeting update just provided location (FTCH office in Lansing)
- 6/9-12 ACE19 – Michigan Night is open for registration. The Fuller breakfast is Wed and the Section has 10 tickets available for Board members attending. Those attending should see Bonnifer onsite.
- 7/11-12 Summer Board Meeting – Ballard would be sending out a link to register and asked Board members to respond quickly to ensure accurate counts.
- 7/23-25 Summer Workshop - Spitzley and Reinsch are going on behalf of the Section. Porter and Staskiewicz will be in Denver prior to the workshop for AWWA Board orientation and may stay for the workshop. Ballard reminded the Board that all staff will be going to Summer Workshop this year.

Privelege of the Floor

Reinsch provided an update on the Delta College program. Would like some help thinking about grant money for funding a chair position for a minimum of two years. Also reported on the Workforce Development outreach committee with MWEA. He and Jennifer Wagner, president-elect of MWEA are both going to focus on workforce development as a key focus of their years in leadership.

Meeting adjourn at 3:49 p.m.

Respectfully submitted by Mike Williams, Secretary/Treasurer