MINUTES FOR NC AWWA-WEA PLANT O&M COMMITTEE MEETING

22MAR2016  12:00 PM

NCAWWA-WEA
3725 National Drive, Suite 217
Raleigh, NC, 27612
Conference Room

If unable to be there in person please attend by teleconference
Dial In #: 844-801-3333  Participant Access Code: 956-207

• INTRODUCTIONS AND CHAIRMAN’S REMARKS
• OLD BUSINESS
  o Review of Last Meeting Minutes
    ▪ Corrections noted
    ▪ Carolyn Ross-motion to approve, Paul Jackson second
    ▪ Motion carried
• SUBCOMMITTEE BUSINESS REPORTS
  o Career Ladders Subcommittee – Brandon Garner
    ▪ Subcommittee is on track and hitting milestones
  o Communications Subcommittee – John Rutledge
    ▪ Plant Spotlight on GUC to be submitted next week
    ▪ Has a plant lined up for the upcoming Fall issue
  o Maintenance Tech School – Brandon Garner/Christy Lipscomb
    ▪ Emails for Morganton to go out this weekend
    ▪ On track for Raleigh school
  o Maintenance Technologist Award Subcommittee – Brandon Garner
    ▪ Nominations needed
  o Spring Conference Subcommittee – Scott Oliver
    ▪ On track
    ▪ All presentations have been submitted

• REPRESENTATIVE REPORTS
  o Board Liaison – Carolyn Ross
    ▪ Highlighted last board meeting
      ▪ Review audit—all is good
      ▪ Jackie Jarrell discussed strategic plan
        ▪ Membership, how to engage new members
        ▪ Marketing
          ▪ Membership has declined
          ▪ Increased nonmember participation
      ▪ Update on career ladders
• Discussion on website for member vs. nonmember access
  o Schools Council Chair – Jon Lapsley, no report
  o Representative to/from Automation Committee – Jeff Miller, no report
  o Representative to/from Communication Subcommittee – John Rutledge
    ▪ Committee is having a tough time with the Operators’ Tailgate
    ▪ Need questions/suggestions
    ▪ Last GROW event was very well received
  o Representative to/from NC Waterworks Operators Association – Wendell Pickett, no report
  o Representative to/from Seminars & Workshop Committee – Kelton Chapman
    ▪ Raleigh Institute scheduled for 8/2-8/3 and will be WW and DW
    ▪ DW Rules and Regs 7/28
    ▪ RCAP/EPA 8/18
    ▪ Risk Management 8/30
    ▪ Two Rivers 5/12
    ▪ Lab Analyst Exam 5/18
  o Representative to/from Professional Wastewater Operators Committee –
    ▪ Western Regional Meeting held on 1/14
    ▪ Eastern Regional Meeting held on 2/18
    ▪ Central Regional Meeting held on 3/17
    ▪ Tim Hebert to speak at April meeting in Belmont
  o Representative to/from Wastewater Schools Committee – no report

• NEW BUSINESS
  o Committee membership, meeting participation-Brandon Garner
    ▪ Discussed background of attendance in the committee along with projects that the committee was working on
    ▪ Idea of using Go To Meeting was brought up
    ▪ Noted that attendance and participation is a common issue among committees
    ▪ Idea of having meetings at schools
    ▪ Scott Oliver to follow-up with representatives to and from PO&M and will discuss with committee at large at a later date his findings
  o Committee Secretary-Brandon Garner
    ▪ Need was discussed
    ▪ Carolyn Ross suggested that the minutes be done by different committee members on a rotating basis
    ▪ By distributing the work load, the committee informally agreed that a Secretary is not needed at this time
  o Policy review correcting the 18 Technologist in limbo
  o Adjustment of the agenda
    ▪ Pending Scott Oliver’s findings
    ▪ To be discussed at a later date
  o Website
    ▪ Missing meeting minutes
    ▪ Email updates to Rebecca
  o Evaluations of Instructors
    ▪ Catrice Jones approved PO&MC to see evaluations
- Erin to send evaluations to Christy
  - Explanation of January meeting
    - Conference Call scheduled to be held in place of regular meeting
    - Toni Branson, Christy Lipscomb, Brandon Garner in attendance
    - Became more of an open conversation that an actual meeting
  - PO&MC Roster
    - Christy Lipscomb conducted survey of all PO&MC members
    - Existing committee contact list was from 2012
    - Contact Lists were edited based on survey results
    - Any new additions or corrections can be made by contacting Christy Lipscomb or Brandon Garner

• FUTURE MEETING DATES AND EVENTS
  - January 19, Conference Call
  - March 22, NCAWWA-WEA Association Headquarters
    - Spring Conference, Asheville
    - Eastern Maintenance Technologist School, April 25-28, McKimmon Center
    - May 24, NCAWWA-WEA Association Headquarters
    - Western Maintenance Technologist School, June 13-16, Morganton
    - July 19, Greensboro
    - September 20, Greensboro
    - November 15 at Annual Conference

• Attendance
  - Christy Lipscomb
  - Carolyn Ross
  - Kelton Chapman
  - Erin Bowers
  - Paul Jackson
  - John Rutledge
  - Scott Oliver
  - Brandon Garner