Schools Council

MEETING REPORT – 6-17-14

NC AWWA-WEA, PLANT OPERATION & MAINTENANCE COMMITTEE MEETING

Tuesday 21 JAN 2014  10AM – 2PM  Minutes recorded by David Hamilton
Water Resources Operations Center  Attendance Sheet attached
2602 S. Elm-Eugene St.  Members with Action items are in Bold
Greensboro, NC 27406
Conference Room # C205

1. INTRODUCTIONS AND CHAIRMAN’S REMARKS
   a. Committee Play Book plan (“what we do and how we do it”) – Subcommittee Chairs need to
      finalize their piece of the Plan so Committee Plan can be submitted 7/7/14; the POMC will review
      the collective draft Plan by the end of 2014. Subcommittee Chairs are to provide subcommittee
      Roles/Responsibilities to the POMC Chair week of 6/23/14
2. OLD BUSINESS
   a. Review of Last Meeting Minutes – Accepted/Approved
3. MAINTENANCE TECHNOLOGIST SCHOOLS
   a. Western, Classes 1&3, Morganton, NC  July 14-17 – between 40-50 registrants to date
   b. Eastern, Classes 1&2, Raleigh, NC  Sept 15-18
   c. Test Proctor transition is completed
   d. Class 4 update – We voted at last meeting to use California WEA test, instead of ABC; ABC would
      have required us to a significant amount to develop the program and it would still cost more
      than the CA WEA program. Lindsay Roberts to negotiate the contract with CA WEA. Some issues
      to address to use the CA program:
         i. They use e-testing
         ii. Their required minimum passing grade is 75%, whereas ours is 70%
         iii. Required applicant experience is different
         iv. Their reference material is not well-aligned with ours/ABC’s
4. SUBCOMMITTEE BUSINESS REPORTS
   a. Communications Subcommittee – David Hamilton
      i. Plant Spotlights for NC Currents – Roanoke Rapids Sanitary District WWTP was
         suggested by the Association’s Communications Committee for the Fall article, since
         they have a well-recognized safety program at RRSD. As usual, though, POMC needs to
         develop a way to get a backlog. The group suggested making assignments to committee
         members to stockpile Spotlights early in the year. Some suggestions from recent
         meetings: Hillsborough WWTP, Raleigh Benton WTP, Walnut Cove WW, constructed
         wetlands, and even laboratories were suggested as a topic. David still needs to send the
         group an email (with Dell’s input) soliciting further Spotlights.
      ii. Tricks of the Trade – Robert Battistel offered a trick; David to follow up and get more
          information and digital photos from Robert.
iii. Maintenance Tech Certification Corner – Group made a motion that Allen Kimbro head a Subcommittee of the Communications Subcommittee dedicated to developing and maintaining certification corner Q/A’s. Motion approved.

iv. Committee Webpage O&M support forum – An informal subcommittee was created in January to discuss the forum with Nici Banks and understand some of the possible ways to construct, use, and monitor it. Jeff Miller, Tony Mencome, Dell Harney, and David Hamilton are to conference with Nici Banks and Catrice Jones to discuss. David to arrange call.

b. Curriculum Development Subcommittee – Robert Fritts
   i. Key activity will be building the Class 4 curriculum
   ii. We need to build the subcommittee roster (seeking new members; contact Bob F. if interested)
   iii. Subcommittee to consider establishing a reference library to cut expenses to eligible students

c. Instructor Support Subcommittee – Toni Branson
   i. Toni is pleased with the organization of the Schools now; we have Class Coordinators and School Coordinators
   ii. Still need to address the supply of experienced/knowledgeable instructors
   iii. Western School update was given. Class 1 presentations are reviewed and ready; Class 3 presentations are nearly all reviewed
   iv. Trying to update presentations to get the Class 3 material more focused on the Class NTK and not a repetition of the Class 1 or 2 material
   v. Bill Zyp offered to supply some cut-away graphics of rotating equipment for the slideshows
   vi. Toni will upload the math book to the SharePoint site for Catrice to retrieve and print copies for the schools

d. Maintenance Program Oversight Subcommittee – Brandon Garner
   i. Brandon’s group will update/revise the policy manual to address grammar, etc. (by August), remove references to ABC exclusivity, and update equivalent experience policy (by October)
   ii. Jeff Miller volunteered to assist, since he was part of the original policy development team

e. Maintenance Technologist Award Subcommittee – John Hodges
   i. Through efforts during the Spring Conference, a few nominations have been received (using the short form developed)

f. Spring Conference Subcommittee – Brandon Garner
   i. O&M track at the Conference was a success. Average attendance was around 30 for each session.
   ii. Future possible changes to the Spring Conference to be aware of: it will be moving around (e.g. Asheville), not always at the coast; may eliminate vendor/exhibit hall

5. OUTREACH AND LIAISON REPORTS
   a. Board Liaison – Mark Wessel – Dell Harney reporting
      i. May 15th Board & Committee Chair Workshop in Greensboro covered:
         1) Training & education “Institutes” – moving away from stand-alone seminars and toward customer-based training at larger venues. May be an opportunity to exchange/share instructors with our Maintenance Schools
2) Careers Ladders “Water Utility Academy”
3) Committee Succession Planning/Playbook needed by 7/7/14
4) Membership Recruitment, Renewal & Engagement – offering networking “get-togethers” across the state. We are encouraged to have a 30-second “pitch” ready about the Association that we can share with others outside AWWA

b. Schools Council Chair – Steve Drew – no report
c. Representative to/from Automation Committee – Don Dickenson – Jeff Miller reported that there is a meeting on 6/24/14
d. Representative to/from Communication Committee – David Hamilton
   i. Discussed the upcoming NC Currents “themes” (Fall 2014 – Safety; Winter 2014-15 – Alternative Delivery Methods) and solicited Plant Spotlights, Member Portraits, and articles from the group to coordinate with the themes
   ii. Committee meeting 6/25/14
e. Representative to/from NC Waterworks Operators Association – Wendell Pickett – no report
f. Representative to/from Professional Wastewater Operators Committee – Tony Mencome – reported that he takes every opportunity to promote the POMC activities and initiatives at these meetings. Next meeting in Burlington in June (see website for additional news/announcements)
g. Representative to/from Seminars & Workshop Committee – Catrice Jones
   i. Discussed training schedule for 2015-16; planned the large events for the next 2 years. POMC approved a motion to commit to the proposed schedule affecting the Committee’s activities. Noted there was a utility managers’ roundtable discussion to identify training needs.
h. Representative to/from Wastewater Schools Committee – Jerry St. Hilaire
   i. Request for monitors at Western biological school
      Contact Peter Schuler
      Brown and Caldwell
      PSchuler@brwncald.com
      T 704.373.7111 | C 704.936.6146

6. NEW BUSINESS
a. The group held a good discussion led by Jeff Miller about the lack of Operations focus by the POMC in recent years. It was understood that our focus has been heavily (and necessarily) on developing/growing the Maintenance Technologist Certification Program. Now that that has a good foothold, the group feels we should determine if there is a need not being met elsewhere in the Association for the Operations component. Jeff volunteered to do some initial research (conversations with past POMC Chairs and members, Board Members, etc.) and report back to the Committee.
b. A listing of Maintenance Tech. Certificate holders is ready to post on Association Website:

<table>
<thead>
<tr>
<th>Level</th>
<th>Current/In good standing</th>
<th>Lapsed (&lt;12 months) (Need to pay current year + $15 late fee to be current until 12/31/14)</th>
<th>Inactive (12-24 months) (Need to retake the exam)</th>
<th>Revoked (&gt;24 months) (Need to retake the exam)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>160</td>
<td>32</td>
<td>12</td>
<td>14</td>
</tr>
<tr>
<td>2</td>
<td>76</td>
<td>10</td>
<td>6</td>
<td>3</td>
</tr>
<tr>
<td>3</td>
<td>62</td>
<td>5</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Totals</td>
<td></td>
<td>47</td>
<td>18</td>
<td>17</td>
</tr>
</tbody>
</table>

c. Membership/engagement/retention for the Committee (handout of current members)

7. FUTURE MEETING DATES/VENUES
   a. Tuesday 21, JAN (Greensboro)
   b. Tuesday 1, APR (Greensboro)
   c. During Spring Conference (Wilmington)
   d. Tuesday 17, JUN (Greensboro)
   e. During Western School (Morganton)
   f. Tuesday 19, AUG (Greensboro)
   g. During Eastern School (Raleigh)
   h. Tuesday 14, OCT (Greensboro)
   i. During Annual Conference (Winston-Salem)