

Leadership Meeting Notes
Wisconsin Maritime Museum, Manitowoc, Wisconsin
Friday, November 10, 2017

Welcome

Rob Michaelson welcomed the group to our 17th annual Leadership Meeting and outlined the meeting purpose. It gives WIAWWA leaders an opportunity to meet outside of the Annual Conference to discuss Section issues. His main goal is to get everyone pumped up and excited for next year.

Rob discussed additional goals for 2018 including the water/wastewater industry workforce (youth apprenticeship, succession planning and employee pipelines), expanding committee seminars and updating our strategic plan.

He displayed a list of the upcoming Board members and their positions for 2018, as follows:

- Chair – Rob Michaelson
- Vice Chair – Jodi Dobson
- Director – Nancy Quirk, with Richard Hope joining the Board in June 2018
- Past Chair – Mike Forslund
- Secretary/Treasurer – Annette Stenzel
- Senior Trustee – Angel Gebeau
- Trustee – Denise Schmidt
- Trustee – John Richmond
- Trustee – Joel Lemke
- Trustee – Sarah Nunn

Introductions

The following is a list of attendees who introduced themselves and described their involvement with our Section:

<u>First Name</u>	<u>Last Name</u>	<u>Committee</u>	<u>Company Name</u>	<u>Email</u>
David	Beyer	IT & Security	Ruekert Mielke, Inc.	dbeyer@ruekert-mielke.com
Dale	Broeckert	MAC	L.W. Allen, Inc.	dbroeckert@lwallen.com
Hunter	Cummings	Young Professionals	CTW Corporation	hunter.cummings@ctwcorporation.com
Eric	Davenport	Expo	William Reid	eric@williamreidltd.com
Christy	DeMaster	Finance	Trilogy Consulting, LLC	ccramer@trilogy-llc.com
Jodi	Dobson	Board	Baker Tilly	jodi.dobson@bakertilly.com
Jill	Duchniak	Staff	WIAWWA	jill@wiawwa.org
Nate	Ewanowski	Young Professionals	Strand Associates, Inc.	nate.ewanowski@strand.com
Geoff	Farr	Water Efficiency	Village of Howard	gfarr@villageofhoward.com
Roger	Field	Distribution	Kenosha Water Utility	rfield@kenosha.org
Joe	Finn	MAC	Wonderware Midwest	joe.finn@wonderwaremidwest.com
Angel	Gebeau	Board	AECOM	angel.gebeau@aecom.com
Justin	Hewitt	WisWam	Green Bay Water Utility	justinhe@greenbaywi.gov
Kelsey	Kaplan	MAC	Red Flint Sand & Gravel	kelsey.kaplan@redflint.com
Joel	Lemke	Board	City of Stevens Point Public Utilities	jlemke@stevenspoint.com
Dave	Lewis	Management	Kenosha Water Utility	dlewis@kenosha.org



<u>First Name</u>	<u>Last Name</u>	<u>Committee</u>	<u>Company Name</u>	<u>Email</u>
Robert	Michaelson	Board	Manitowoc Public Utilities	rmichaelson@mpu.org
Frank	Miller	Board	Cudahy Water Utility	millerf@ci.cudahy.wi.us
Sarah	Nunn	Board	Lynch & Associates	snunn@lynch-engineering.com
Brian	Powell	Engineering & Construction	Green Bay Water Utility	brianpo@greenbaywi.gov
Jean	Pucel	IT &Security	Green Bay Water Utility	jeanpu@greenbaywi.gov
Nancy	Quirk	Board	Green Bay Water Utility	nancyqu@greenbaywi.gov
John	Richmond	Board	Marshfield Utilities	john.richmond@marshfieldutilities.org
Barbara	Scheiber	Management	Donohue & Associates, Inc.	bscheiber@donohue-associates.com
Annette	Stenzel	Board	Oak Creek Water and Sewer Utility	astenzel@water.oak-creek.wi.us
Jon	Strand	Small Systems	CBS Squared, Inc.	jstrand@cbssquaredinc.com
Terry	Vandenbush	Research	Milwaukee Water Works	tvand2002@yahoo.com

WIAWWA Director Update

Nancy Quirk explained that her position within the AWWA group is a three-year term and involves establishing policies for the overall management and direction of WIAWWA. Our Section follows what AWWA is doing closely. One topic being discussed within this group is Total Water Solutions, which includes both water and wastewater issues. Total membership of AWWA is currently at 50,874 (including all membership types). Another topic being discussed in their group is the Community Engineering Corp (CE Corps), which we are trying to develop for our Section as well. Additional topics include AWWA2020, the Water Equation (TWE), Partnership for Clean Water (Wastewater) and the WARN Hurricane Response for Texas, Florida, Puerto Rico and the US Virgin Islands.

Nancy Quirk stated that the AWWA Fly-In event takes place every year in Washington, DC, in which the Water Utility Council members participate. They were able to discuss issues with all of our Representatives and Senators while out there in 2017. One of the biggest issues is investing in the Nation’s water infrastructure.

The new incoming Director for WIAWWA is Richard Hope. His three-year term begins in June at the ACE18 Conference.

AWWA Water Utility Council Activities

Nancy Quirk reported that there are six major councils that work under AWWA including the International Council, Standards Council, Public Affairs Council, Technical Education Council, MAC Council and Water Utility Council. Nancy serves on the Water Utility Council at the National level through AWWA in Denver. They oversee the Association’s Washington, DC office and are known as WUC. They are charged with setting the legislative and regulatory priorities and positions for AWWA. Membership is open to senior employees of utilities that are AWWA members, and they look for utilities of all different sizes and locations. Nancy is the Regulatory Chair for the Committee.

AWWA created the Water Industry Technical Action Fund (WITAF) in 1989, which is managed by WUC. WUC oversees a network of technical experts drawn from AWWA’s membership that are convened as Technical Advisory Workgroups and meet during October in Washington, DC. This group came up with a list of priorities to tackle during the years 2017-2021. They are trying

to convince others to consider water as a critical resource when prioritizing important work areas.

WEF and WERF recently merged into a new organization called “The Water Research Foundation” and can work together more efficiently to get funding for the goals that have been prioritized. One such goal includes Resilient and Secure Water Systems, which needs to be pushed to the forefront of these goals since it’s a big risk. This goal category includes cybersecurity, emergency response, risk management and FEMA. The Farm Bill is another goal the group is actively working on with the Congress and Senate to get money appropriated for farms in order to protect our groundwater. Other legislative activity they are working on includes the WIFIA SRF Bill, WIFIA Plus, Affordability Legislation, an update on the fiscal year and EPA nominations.

Seminars – Where, When and How Much Time to Plan

Jill Duchniak informed the group that everyone does an awesome job with seminars. As a reminder for anyone who will be setting up seminars, there’s a document under the Committee/Committee Resources tab on our Section’s website that can be used as a guideline for seminar planning, time frame and places to contact for venue set-ups. An AWWA document titled “How to Organize and Manage a Successful Section Committee” is also on our website under the same tab. If anyone has had a great venue for their committee’s seminar that they were really happy with, they should let Jill know so she can maintain a list of possible places.

Christy DeMaster recommended the Harley Davidson Museum in Milwaukee as a possible location that would work well. Several of the UW colleges have great venues for a conference also. Sarah Nunn added that if committees are looking for college facilities to hold their seminars, they could contact the Young Professional committee members for ideas since they have university contacts.

If anyone has questions regarding seminar planning, they should contact Jill.

Rob mentioned that the Board discussed whether we should purchase a pop-up tent for events, but logistics are difficult to figure out. We also have some posters in case a committee would like a little more bling at their seminar. Sarah Nunn reminded the group that AWWA has a lot of resources we can use. Nancy Sullivan is our Section Services Coordinator at AWWA, and anyone can contact her if they are looking for something from the Association.

WIAWWA Strategic Plan

Rob Michaelson stated that the last strategic plan that was put into place for WIAWWA was done in 2012. An updated plan was in progress during 2015, but he can’t seem to locate it. One of his goals is to work on a new strategic plan next year and would like to get membership buy-in on it. Therefore, he’s asking Committee Chairs to help with the strategic plan if they’d like to. He reviewed AWWA’s strategic plan with the group.

AWWA National Initiatives (Veterans Workforce, CE Corps, etc.)

Rob Michaelson reported that he reached out to Nancy Sullivan as he was compiling this agenda. She gave him a brief list of things happening at AWWA. The Veterans Workforce initiative is a

very new program that AWWA is currently working on. The goal is to help veterans secure jobs in the water industry. The program includes a volunteer support network and tool kits. He also included slides on the Mission and Vision of the Community Engineering Corps group. We could collaborate as a region to help with a CE Corp project elsewhere. A group of WIAWWA members have already met and begun discussions on how to move forward with such a project.

Other National initiatives include philanthropy and scholarship programs. AWWA is always looking for opportunities in these areas.

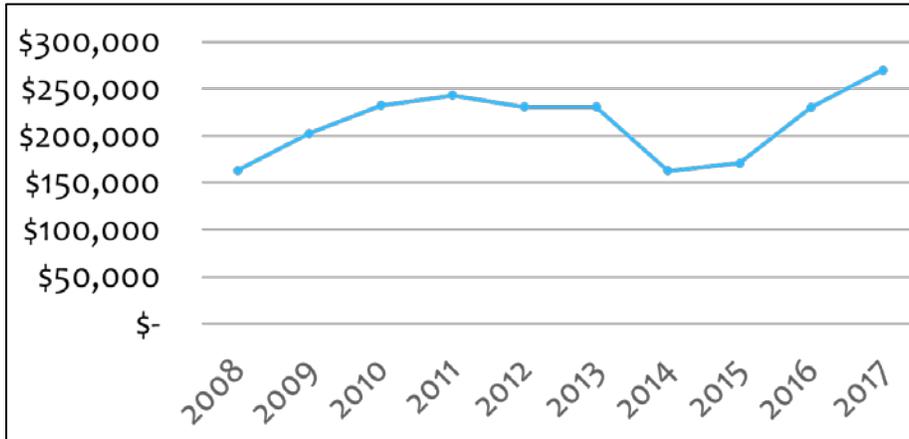
Section Finances and Budgeting

Annette Stenzel, Jodi Dobson and Nancy Quirk explained that the WIAWWA Board was asked by the PSC to calculate the percentage of AWWA dues that are applied to lobbying activities (both at the State and National levels) since lobbying activities will not be allowed to be recovered in future water rates. Annette and Nancy calculated the percentage of lobbying activity to be 1% of all AWWA dues. WIAWWA has a written document stating this percentage, and members are welcome to use this document for support for their rate cases. They should contact Annette or Jill to obtain a copy, if anyone would like it.

Annette Stenzel explained the budget process at the Board level. Committee Chairs should let the Treasurer know what their budget requests are in September. The Board will typically review a draft copy of the budget and approve it at their October meeting. Audited financial statements are presented to the Board at the February meeting, and they are given to AWWA in March. Tax returns are prepared and filed prior to the May 15 deadline each year.

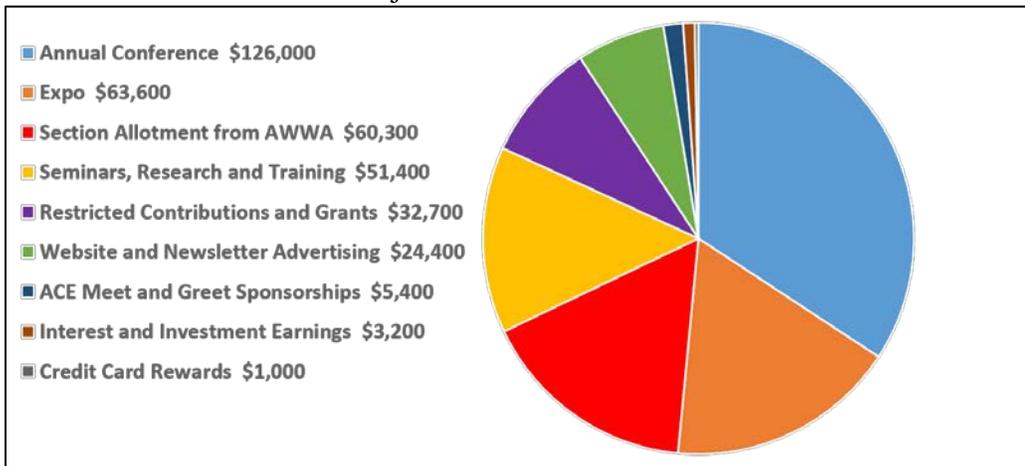
Annette showed slides on WIAWWA's current financial position, cash funds, ten-year cash and investment trends, revenue and expense components, ten-year revenue and expense trends, 2018 approved budget, the importance of education, committee and seminar budget amounts, Expo and Annual Conference budget amounts, Annual Conference locations, a summary of financial position, financial changes and expectations for 2018, the expense report process and the use of tax exempt cards for purchases.

Cash and investment balances over the past ten years are shown in the following line graph. Cash levels grew from 2008 to 2011 and then leveled off for a few years. The educational video was developed in the year 2014 for \$33,000, which explains the drop in cash and investments for that year. The Section increased Annual Conference registration fees and our AWWA dues allotment percentage in 2016. This revenue increase, along with limiting expenses throughout WIAWWA, explains the increase in cash during 2016 and 2017. The Section is currently in a comfortable financial position.

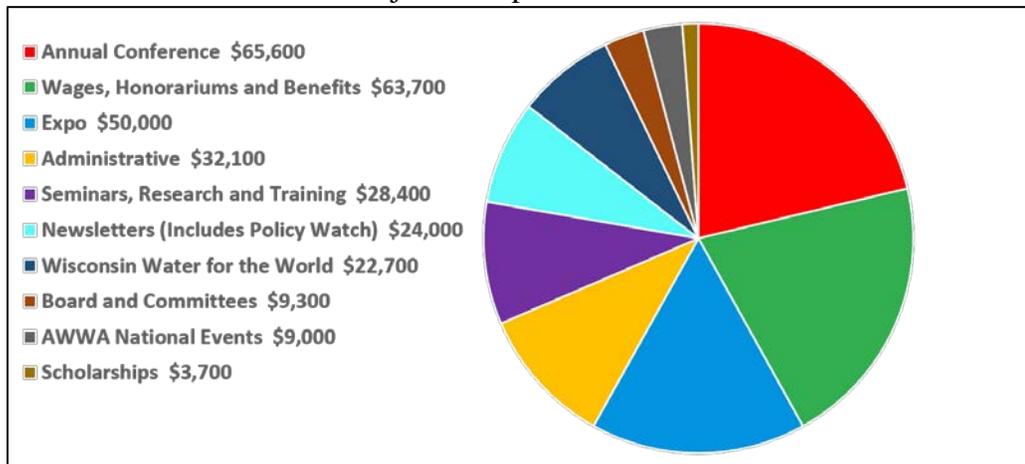


The following pie graphs demonstrate the composition of the Section’s projected annual revenues and expenses for the year 2017:

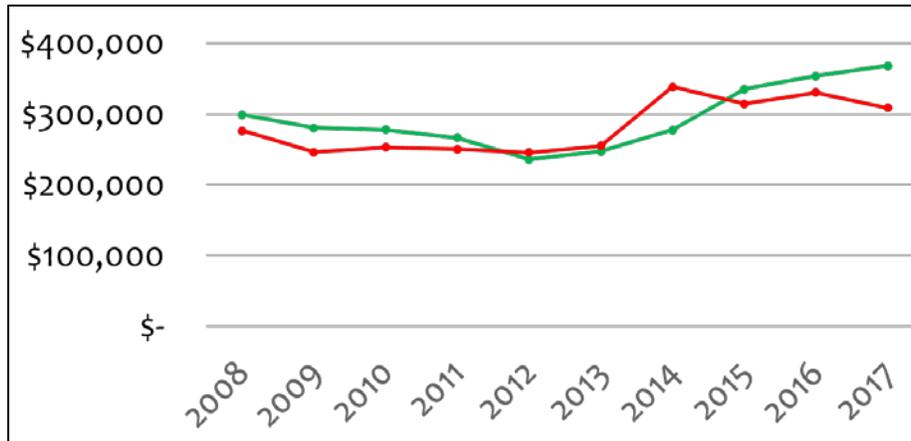
Projected Revenues - 2017



Projected Expenses – 2017



Ten year trends for revenues (green line) and expenses (red line) are shown in the following line graph. Explanations for the increases and decreases in both revenues and expenses are similar to the explanations given for changes in cash and investments over ten years.



The following table lists the committee budgets for the year 2018. These budget amounts do not include seminars, travel to ACE for contest winners, travel to AWWA events, or special events such as the Taste Test Competition. All of these “special” items are budgeted for separately.

	2016	2017	2018
Committee	Actual	Projected	Approved Budget
Audit and Finance	\$ 64	\$ 172	\$ 500
CLEAR	-	-	-
Customer Service	-	-	-
Distribution	504	372	425
Image and PR	-	-	-
Information Technology	25	-	50
Engineering and Construction	-	83	200
MAC	469	1,022	1,000
Management	-	-	-
Membership	1,220	1,250	2,250
Newsletter	-	-	250
Regulatory	1,000	2,593	2,900
Research	361	397	300
Small Systems	495	232	600
Treatment Operations	70	116	125
Wisconsin Water for the World	567	-	1,000
Water Efficiency	-	-	500
Wis Warn	-	-	500
Young Professionals	415	-	-
Youth Education	250	500	250

Seminars are a significant source of income for WIAWWA. The following table lists the 2018 seminar budgets:

	2017	2018 Approved Budget			
	<u>Profit</u>	<u>Revenues</u>	<u>Expenses</u>	<u>Split</u>	<u>Profit</u>
Distribution	\$ 6,307	\$ 6,400	\$ 850		\$ 5,550
Treatment Operations (Surface Water)	3,769	5,940	2,700		3,240
Treatment Operations (Ground Water) *	1,880	5,050	1,950	-	3,100
Information Technology	3,183	5,550	2,950		2,600
Regulatory Affairs *	1,680	8,000	4,000	2,000	2,000
Customer Service	2,817	5,000	3,000		2,000
Communications/Public Outreach	-	4,950	3,100		1,850
Water Efficiency (2 seminars in 2018)	1,499	6,968	6,100	-	868
Management *	892	5,445	4,200	623	622
Engineering and Construction *	?	3,465	2,900	-	565
	<u>22,027</u>	<u>56,768</u>	<u>31,750</u>	<u>2,623</u>	<u>22,395</u>
* Profits are split with another organization					

Annual Conferences are the key source of income for our Section. Annual Conference locations from 2006 through 2023 are listed as follows:

2006	Kalahari	2015	Kalahari
2007	Green Bay	2016	Monona Terrace
2008	Stevens Point	2017	Kalahari
2009	Kalahari	2018	Monona Terrace
2010	Monona Terrace	2019	Monona Terrace
2011	Kalahari	2020	Monona Terrace
2012	Appleton	2021	Monona Terrace
2013	Kalahari	2022	Monona Terrace
2014	La Crosse	2023	Monona Terrace

Overall, the Section is currently in excellent financial position and has some flexibility. The Board and Committees did a great job with keeping expenses to a minimum in 2016 and 2017, and the Annual Conference at the Kalahari came in with profits well over budget by about \$11,900. All seminars had very positive reviews also; the committees do a great job each and every year with planning their seminars. The WIAWWA budget was approved with an overall loss projected to be (\$736).

Financial changes for 2018 include setting all seminar fees at \$99 for members and \$115 for non-members, the addition of a Communications/Public Outreach seminar and a second Water Efficiency seminar, holding seminars for WIAWWA only rather than joint with another organization when possible, and sending the taste test competition winner to ACE.

Competition winners will be reimbursed up to \$1,000 per person to compete at ACE including Tapping, Hydrant Hysteria, Meter Madness and the Water Taste Test contests. If a committee is



looking to spend money on anything outside of its budget, Board approval must be obtained in order to be reimbursed for such an expense. The Board is always open to new ideas and suggestions from committees and members. When analyzing these new suggestions, the Board will focus on what activities and events benefit overall membership the most.

Reimbursement request forms can be found and printed from WIAWWA's website under the Committee/Committee Resources tab. Reimbursements can be requested by an email to Jill at jill@wiawwa.org or Annette Stenzel at astenzel@water.oak-creek.wi.us, a fax to Jill at (414)423-7011 or by mail to Jill at P.O. Box 635, Oak Creek, WI 53154. Since WIAWWA is a 501(c)(3) nonprofit entity, it is exempt from all sales tax. Anyone who makes a purchase on behalf of WIAWWA should present the tax exempt card (passed out at the meeting) at time of purchase in order to have these taxes removed from the sale.

Rob asked the Committee Chairs if they could think of any suggestions for WIAWWA. Jean Pucel thought it would be great if WIAWWA could look into purchasing some type of software package that would allow committees to distribute seminar information to our members easily. She also suggested helping Jill to get up to speed with nametag bar codes and similar IT enhancements, and thinks WIAWWA should consider making some investments in these type of things. Frank stated that we have tried to find affordable software that works with scanning badges for DNR and PDH credits, etc., but have been unsuccessful in finding a system that works well. Jill added that we are waiting for other organizations to find a successful system first, so that we are not wasting money on something that won't work for us.

Membership – Everyone's Responsibility

Rob Michaelson stated that membership should be at the forefront of everyone's thoughts.

Jodi Dobson explained our Section's most recent membership report summary. She explained that we can see what type of members we have (individuals, utilities, service providers, etc.), and there are graphs showing memberships by expiration dates and number of active members by month. The Membership Committee also receives a report listing late and dropped members, so they can follow up with these individuals.

A PowerPoint titled "Membership Matters" has been prepared to show key points on the benefits of being a member of AWWA and our Section. Committee Chairs should strongly consider taking about 5 minutes at their seminars to run through these slides. They should contact either Annette Stenzel or Jill Duchniak for the file.

It was suggested that a professor may want to come with their students to our Annual Conferences. If so, maybe we could look into offering them a lower rate.

Frank mentioned that Andy Chase from AWWA came here in August and joined WIAWWA members to visit some utilities to try to recruit them. We should see the results of this effort in 2018 after utility budgets have been prepared and approved.

It was also mentioned that it might be nice if we had a one-page brochure including the main points for why someone (or a business) would want to join as a member. The Membership Committee could work on something like this.

Fundraising/Philanthropy

Sarah Nunn stated that the Young Professionals Committee oversees all the fundraising efforts for the scholarships at the Section level. They have enough funds in the restricted scholarship reserves to cover about two years. That way if fundraising doesn't go well one year, the Committee can still give out scholarships. They organize the hole in one golf, closest to pin, 5K run/walk and the raffle at MAC night as their four fundraising events each year to raise money for scholarships.

AWWA has several fundraising and philanthropy programs. Their One Water Equation program generates about 15 scholarships each year at the AWWA level. The One AWWA Scholarship was initiated last year in which AWWA will match \$1,000 of a scholarship given at a Section level.

Sarah Nunn also explained that there are raffle license requirements by the State of Wisconsin that we should be aware of. She believes the Class B raffle license would cover everything we do as a Section.

Newsletter

Rob Michaelson summarized the requirements and goals of each newsletter issue for 2018 as follows:

- The Spring 2018 issue has an article deadline of January 16, 2018. It will go out to members by the end of March. She needs a cover story, committee reports, ACE information, Expo coverage, and any other interesting articles.
- The Summer 2018 issue has an article deadline of May 21, 2018. It will go out to members by early August. She needs a cover story, committee reports, Annual Conference coverage, committee reports, ACE article(s), scholarship article and any other interesting articles.
- The Fall/Winter 2018 issue has an article deadline of October 5, 2018. It will go out to members by the end of the year. She needs a cover story, Annual Conference coverage and any other interesting articles.

Committees should let Kelly Zylstra know who their Vice Chairs (or other designated members) are by December 1, 2017 so she can update the Newsletter Committee roster. All ideas for stories should be emailed to Kelly; she will find someone to write the article(s).

Committees are strongly encouraged to submit newsletter articles. Ideas for the content of a Committee Report include a committee photo, a save the date for a future seminar, a seminar summary with photos, committee member highlights, meeting summaries and goals for the year.

The articles should be about a half page using a 10-point font. However, if a committee has more to say, a full article can be done as well.

The goals of the Newsletter Committee for 2018 consist of including a small system story in at least one issue, including a “human interest” story on at least one of our volunteers, working with Joe Finn and Jill Duchniak to find an easy way to get the old newsletters on our website, scanning newsletters from 2005-2010 so they can be uploaded to our website, scanning newsletters pre-2000 so they can be archived and trying to include more community project non-cover stories.

Group Discussion – Committee Plans and Goals for 2018

Audit and Finance – Christy DeMaster reported that she has four active members on the Finance Committee. They are trying to figure out what they should be doing. Some of the interest areas include funding for infrastructure replacement and keeping up with PSC accounting requirements and rate increases. They discussed the idea of doing a new seminar for 2018, but thought it might be more ambitious than they could do. Instead they decided it might be better to do a Finance track at the Annual Conference for 2018. They’d also like some kind of forum to get information out to members regarding PSC issues and rate increases; they are trying to figure out the best way to do this.

Rob Michaelson and Jodi Dobson thought it would be great if we could assemble a brochure or podcast on a “Utility 101” class. It could be very meaningful to our members, especially for new employees just starting out in the water industry. Roger Field suggested that all aspects of the industry are represented by the committees we already have established; therefore, if each committee could write something about why they do certain things, the write-ups could be incorporated into this idea and could be very beneficial to the members.

Customer Service – The Customer Service seminar was held at UW-Oshkosh this year and it went very well. The Committee is planning to hold their seminar at the same location again next year.

Distribution – Roger Field reported that their seminar is attached to the Expo and has been successful there. It’ll be their 4th year at the Expo. They plan on holding sessions on leak detection in the morning and will coordinate the Meter Madness, Hydrant Hysteria and Tapping Contests as well. The Committee meets a few times per year; they enjoy face-to-face meetings for their group since they tend to share information during their meetings. They also help out with the distribution track at the Annual Conference. The Committee currently has 16 members, of which 8 to 10 attend every Committee meeting.

Engineering and Construction – Brian Powell reported that this Committee has 15 members currently. They had their first seminar yesterday, with 50 people in attendance. They had an engineering ethics session in the afternoon at their seminar. They also had different stations going on simultaneously, so attendees could choose from different topics. Their seminar was held jointly with WRWA. This year was their first ever seminar, and it went really well. They

will continue to make improvements in the future. They are also looking into holding their seminar at UW-Stevens Point possibly next year.

Expo – Eric Davenport reported that one of things the Committee is excited about is that they are getting their technical sessions out earlier this year to get people to sign up sooner. He started with the Committee four years ago. They hold the Expo in conjunction with WWOA, which is a positive thing for them. It's a really good Committee, with about 8 or 9 members. A difficulty they have is trying to get all the competitions laid out in the space they have without taking booth areas away.

Fuller Award – Nancy Quirk was the Chair of this Committee this year and will be off the Committee next year. The Committee members consist of the past five Fuller Award winners. They work with Jill to get the winners' names to AWWA. Pat Planton, our most recent Fuller Award winner, will be at ACE18 and will be honored at the award breakfast. As many people from our Section as possible should attend the breakfast to support him. There was some discussion on making sure the word gets out early, so that people registering for ACE are aware of the breakfast.

Image & PR – Sarah Nunn reported that their primary roles are working with the Water Taste Test Contest and getting information out during Water Week. The Committee only has 4 members currently and are looking for new members.

IT & Security – David Beyer reported that the Committee's 2018 seminar will be held on March 15. They will have topics including cybersecurity, GIS, asset management, DNR update, disaster recovery and new technologies at their seminar. They just need to find presenters on these topics. They'd also like to be more proactive in helping to steer IT and Security focused topics to the Annual Conference for consideration. If a speaker is really good at their seminar, they'd like to use that speaker again at the Annual Conference. They have 12 Committee members, of which 9 are active, but could always use more.

MAC – Joe Finn reported that they have new leaders coming in for this Committee – Dale Broeckert and Kelsey Kaplan. The Committee has gotten too big in his opinion, so they don't need any more members right now. They are currently working on the Wisconsin Night Meet and Greet in Las Vegas for ACE18.

Management – Barb Scheiber reported that the Committee held its last seminar on August 9, which went very well. There are 13 people on their Committee, which includes Central States as well. This year, we ran the seminar; next year, Central States will run it. The Committee discussed moving the seminar to the Madison area, but then decided to keep it in the Milwaukee area due to the great attendance this year.

Membership – Eric Davenport reported that Andy Chase came in from AWWA to help with trying to recruit memberships from certain communities. They are confident that we'll be able to add memberships from most, if not all, of these communities. They'd like to bring up the CE Corp to try to gain additional members for this as well. The Committee is still looking for new

members. Kevin Richardson originally took over the Chair role only until they found someone else.

Regulatory – John Richmond reported they've been quite busy with the PSC Section 185 rewrite, lead service rules, and other policy changes. Between these activities and their relationship with MEG, it keeps them busy. They have about 12 members currently. The Committee does plan a Regulatory Affairs seminar annually in conjunction with MEG and WRWA; this year is MEG's turn to run the seminar.

Research – Terry Vandebush reported that Abigail Cantor is leaving the Chair position and Terry is coming in. They are looking at holding the August research picnic again for 2018. They try to get researchers to the picnic to discuss hot topics. They are also searching for the research award winner for next year. They did an online survey about water utility needs and will hash through it for topics people are interested in. The Committee has about 18 or 19 total members, although active members are at about 10. There might be some interest in having a research topic at the Annual Conference.

Small Systems – Jon Strand reported that their Committee is more unique because a lot of the larger systems will allow their employees to participate, but small systems want to know how close it is and if they can get training credits for the meeting (which they have morphed their meetings into). They try not to interfere with CLEAR and WRWA. Their largest networking event is the reception at the Annual Conference. The Committee also does the Small Systems Excellence Award and would like the recipient to get more recognition for this award. Another goal of their Committee is to get the CE Corps opportunity up and working. Their membership is around 10 people. He added that Angel Gebeau has been instrumental in working with AWWA to secure grant funds to use for a training session in which about 30 people attend every year.

Treatment Operations – Roger Field reported that they hold their seminar in Oak Creek every year in April, which is always very successful. There are about 10-12 Committee members, and are no longer doing Top Ops anymore.

Water Efficiency – Geoff Farr reported that they had a nice seminar at the Oshkosh facility this year. They had two speakers on the M36 water loss topic come from out of state this year. The PSC is trying to move away from the percentage calculations for water losses in their reports. There's a lot of mystery out there regarding this new process and how it will affect the utilities. The goal for 2018 is to do two seminars and decide where they should locate them. They have 8 to 10 people on the Committee currently.

Wisconsin Water for the World – Roger Field reported that the Committee has a project in Agua Para Salud they will be presenting to the Board in December. It's a bigger project than prior ones, with the total cost around \$40,000. The fundraisers at the Annual Conference help them to raise money for their projects, including the silent auction and MAC Committee raffle item.

WisWarn – Justin Hewitt stated that he has nothing to report for seminars. WisWarn used to be a separate entity and now it's a Committee under the umbrella of WIAWWA. He is the only

member. His goal is to get one person from each of the six emergency management regions to join the Committee. Eventually he'd like two people from each, but for now one would be great. He'd also like to get WisWarn on our website and get some mutual aid agreements in place.

Young Professionals – Sarah Nunn reported that Hunter Cummens is taking over as Chair and Nate Ewanowski is taking the Vice Chair role. They don't do a seminar. As for the Annual Conference, there's the fundraising efforts that take place for awarding scholarships. Their goal is to continue growth in the student chapters and get universities involved more. The Committee has 20 to 25 members; and of this, 10 are no longer considered young professionals and need to delegate their duties to the newer members. They have about 5 or 6 new members who are interested in taking over some of these roles, which is good. They will also be looking for new members (new employees in the industry) to join the Committee.

Youth Education – Nancy Quirk reported that they almost had a Chair for this Committee and then it fell through. The Committee needs work and they'll figure out how to do this. They currently do the STEM Forward Future City Project and the Adventure Kids Learning programs. Brian Powell participated in a career day for 8th graders in Green Bay, which was great; maybe we could do more of this under the Youth Education Committee. We are faced with the challenge of attracting young people interested in water careers.

Other

Angel Gebeau reported that there are two grant programs we are taking advantage of, including the operators training program and an asset management training program (held at the PSC office on November 15).

2018 WIAWWA Annual Conference

Jodi Dobson reported that we will be at Monona Terrace in 2018 for the Annual Conference, along with 5 additional years thereafter. She explained there was an Ad Hoc Committee put together by the Board who made the decision on where to hold the conference for several years. Their intent was to try to increase attendance each year, like other Sections are doing. The Annual Conference is put together for education and networking purposes. Vendors have commented over the years that they'd like to get more people into the exhibit hall. The MAC Committee presented an alternative format for the Conference in an attempt to increase traffic in the exhibit hall for the vendors. The option that was laid out by the MAC Committee, and is used by other Sections, is to have technical sessions during the day and the exhibit hall open in the evening from 3:00-6:00. When looking at the other conferences held in WI, there appeared to be a lot of similarity, so they thought that a format change would set us apart and help us stand out.

An Ad Hoc Committee was then formed to lay out the new format. This Committee met for a half day, and within two hours, they had everything re-arranged and realized that the new format works. They looked at trying to get all the same things into the new schedule. There are a few receptions that will need to be moved around to new time slots. However, the Committee couldn't find a glaring reason for us to not give this new format a try and see how it goes. If it doesn't work, we'll go back to doing things the old way. Some flexibility with Monona Terrace and Valley Expo was also obtained, so the contracts are not an issue. The vendors who were on

the Ad Hoc Committee thought they can now speak, attend sessions or work during the day. The exhibit hall will be open both Wednesday and Thursday from 3:00 to 6:00 both days with refreshments and activities to keep people moving, talking and interested in staying there. The Annual Conference Planning Committee meeting will be held at the Expo as usual.

Meeting Wrap-up and Board Meeting Schedule

Rob Michaelson pointed out that our Section has a lot of important things going on. We need to continue this hard work well into the future. Succession planning is important; and everything starts at the committee level. Everyone should take a look within their committees and start engaging people; encourage them to take on leadership roles. Rob will continue inviting Committee Chairs to Board meetings next year. He thanked everyone for all of their participation at the Board and Committee levels. He would like to make 2018 a fun and productive year, and is looking forward to working with everyone.

Board meetings for 2018 are scheduled as follows:

2018 WIAWWA BOARD MEETINGS		
DATE	TIME	LOCATION
Friday, January 12, 2018	9:00 AM	
Friday, February 09, 2018	9:00 AM	Lynch & Associates, De Pere
Friday, March 09, 2018	9:00 AM	
Friday, April 13, 2018	9:00 AM	AECOM, Stevens Point
Friday, May 11, 2018	9:00 AM	
Friday, June 08, 2018	9:00 AM	Manitowoc Public Utilities
Friday, July 13, 2018	9:00 AM	
Friday, August 10, 2018	9:00 AM	Oak Creek Water and Sewer Utility
Friday, September 14, 2018	9:00 AM	
Friday, October 12, 2018	9:00 AM	Marshfield Utilities
Friday, November 09, 2018	9:00 AM	
Friday, December 14, 2018	9:00 AM	PSC Office, Madison

** Note: The April Board meeting will need to be changed, since the date conflicts with the RMSO meeting in April.