

IOWA WATER ENVIRONMENT ASSOCIATION
EXECUTIVE COMMITTEE MEETING
September 15, 2017

The minutes of the Iowa Water Environment Association Executive Committee Meeting, held at the Ames WPC Facility, Ames, Iowa on September 15, 2017.

ITEM I: CALL TO ORDER

The meeting was called to order by President Eric Evans, at 10:07 AM, with the following Executive Committee members also present: Kam Reeves, Jonathan Brown, Darin Jacobs, John Ringelestein, Drew Lammers, Steve Hoambrecker, Alison Manz, Bob Ranson, Jon Koch, and Jim McElvogue. Also present were: Jim Utter, Curt Kampman, Mike Roth, Jason Loots, Jon Harger, and Greg Sindt.

ITEM II: APPROVAL OF AGENDA

It was moved by Bob Ranson, and seconded by Darin Jacobs, to approve the agenda. Motion carried.

ITEM III: APPROVAL OF MINUTES

It was moved by Bob Ranson, and seconded by Kam Reeves, to approve the minutes of June 8, 2017 as printed. Motion carried.

ITEM IV: OFFICERS' REPORTS

A. Treasurer's Report

The Treasurer distributed a report with balances as of December 31, 2016 and September 14, 2017. The various accounts are up a collective \$49,897.89 due mainly to income from the conferences. John Ringelestein reminded the Board that the Financial Review Committee, on the advice of WEF, recommended that IAWEA increase reserves to 50%. We are currently at 30% but that hasn't increased lately. It was moved by John Ringelestein, and seconded by Jon Koch, to raise our reserves to 40%. Motion carried. It was moved by Jim McElvogue, and seconded by Jonathan Brown, to accept the financial report as presented. Motion carried.

B. Secretary's Report

The Secretary is working with Cvent to determine the correct number of registrations we used in the past contract year. The Cvent reports are a little confusing and the Secretary just wants to confirm the exact number. The Secretary also requested that future Board meetings be held in an actual enclosed room rather than an open space like that at the last Annual Conference in Ottumwa. The recording of the meeting was very difficult and, at times, impossible to hear what was being said.

C. Delegates' Report

Jonathan Brown reported that there will again be a service project on Saturday at WEFTEC in which he intends to participate. Jonathan also reported that the Public Communication and Outreach Committee, of which he is a member, has put together "elevator speeches" to deliver messages about WEF goals and objectives.

D. Regional Directors

Region 1: Steve Hoambrecker reported that the Region 1 meeting will be held at the Delaware County fairgrounds on October 25th.

Region 2: Darin Jacobs reported that the fall 2017 meeting will be held October 5th at NIACC and will focus on water topics. Darin also reported that a long time member, Terry Parker, of Fort Dodge has passed away. Many people remember Terry starting out in the lab at Fort Dodge and working his way up to become manager. He was also a

founding member of the IAWEA Lab Practices Certification Committee.

Region 3: No report.

Region 4: Alison Manz reported that their fall meeting will be held in Atlantic on Friday, October 6th. They continue to offer a \$15 discount for IAWEA members and are discussing a regional operator's award.

Region 5: Bob Ranson reported that their fall meeting will be held on October 25th at the Rural Water Building in Newton.

Region 6: Drew Lammers reported that planning for their spring meeting will start soon.

E. Correspondence

Eric Evans passed along a request from the ISU student chapter for future funding. They are requesting a total of \$800 to be used to attend WEFTEC17, hold two Kick-Off meetings (1 each semester), and to host 2 speaker meetings. John Ringlestein will contact the chapter to work out the funding for WEFTEC as that is coming up very soon.

ITEM V: DISCUSSION/ACTION ITEMS

A. WEFMAX Attendance Policy

The Board has approved a process for committee chairs or members to attend a WEFMAX meeting subject to budget constraints. There is an application form in the IAWEA Manual of Policies & Procedures that needs to be submitted to the Board. A motion was made by Bob Ranson, and seconded by John Ringlestein, to set the deadline for applications as November 17, 2017 which is the date of the next Board meeting. Motion carried.

B. Strategic Planning Discussion

Jon Koch reported that he has contacted WEF about facilitating a strategic planning discussion for us. WEF will pay the facilitator and pay travel expenses. IAWEA may be responsible for some local expenses for the facilitator but those should be pretty minor. The general consensus was that this planning would be advantageous to IAWEA and worth holding a retreat at the time of the January Board meeting. Several sites were suggested and Jon Koch and Jim McElvogue will check with a couple of venues.

C. 2019 Annual Conference

There had been some concern about a conflict for the Exhibit Hall at Prairie Meadows. It has been determined that vendors will only be able to set up booths the morning of the Exhibition. The hall will not be available the afternoon or evening before. The general consensus was that this would be acceptable.

D. Eastern Iowa Community College (EICC) W/WW Training Support

Jon Koch reported that the Advanced Technology Environmental Education Center (ATEEC) has received a National Science Foundation (NSF) grant to coordinate and support water environmental technology partnerships, training, and certification. EICC has asked Jon to serve on the ATEEC board and act as liaison between them and IAWEA. It was moved by John Ringlestein, and seconded by Jim McElvogue, to endorse the program and provide input as needed. Motion carried.

E. IAWEA Calendar

The question had been raised about whether IAWEA should continue to produce the calendar. It was decided to continue the calendar for at least one more year until this issue could be discussed during the strategic planning process.

F. Officer/Committee Chair/Committee Member Membership Requirements

This issue had been raised at the Friday Board/Committee Chair training session after the Annual Conference. The IAWEA Constitution and Bylaws state that all members of the Executive Board must be members of WEF. Neither the C&B or the Manual of Policies and Procedures specifically address membership status requirements for Committee Chairs or Members. After discussion it was moved by Bob Ranson, and seconded by Jon Koch, that all

committee chairs must be members of IAWEA. The Chair of the A&O Committee was instructed to prepare draft language or the Manual of Policies and Procedures outlining this requirement and submit to the Board at the next meeting.

G. Other Items

Kam Reeves inquired if the board, given the recent spate of natural disasters, had ever considered donating funds to disaster relief efforts. No action was taken on this item. Kam also mentioned again that IAWEA should copywrite the association logo, slogan, and name. Greg Sindt had a contact for Kam to discuss the copywrite issue and Kam will look into that.

The meeting recessed briefly at 11:55 AM for lunch. The meeting resumed at 12:19 PM.

ITEM VI: COMMITTEE ACTION/DIRECTION REQUESTS

A. Aims and Objectives

The committee has a directive from this meeting and will submit proposed language to the Exec Board at the next meeting.

B. Annual Meeting

Kam Reeves reported that a meeting will be held soon to begin working on the program. He asked that those attending WEFTEC make note of any good presentations that we might want to bring to our conference. Steve Hoambrecker reported that hotel rooms are reserved for the conference and they were able to negotiate a discount of approximately \$30 per night.

C. Awards

Awards Committee has a new chair, Matt Hawes with FOX Engineering.

D. Biosolids

The Biosolids Committee had nothing to report except that their next meeting will be held October 17th.

E. Collection Systems

Curt Kampman reported that the Collection Systems Committee met on September 9th to start planning next year's conference which will be held on March 7-9, 2018.

F. Education

Jim McElvogue reported that the Operators Conference in September had approximately the same number of people as last year but a few more attendees and a few less vendors.

G. Exhibitors

Jon Harger offered to help any of the conferences with vendor exhibits.

H. Financial Review

Nothing to report until next year.

I. Government Affairs

Greg Sindt provided a draft copy of the agenda for the Four-States Government Affairs Meeting. The major topic will how EPA intends to operate after the severe budget cut they suffered and what impact that might have on various programs. The Copper BLM rule is complete and IAWEA provided a letter of support for it. Eric Evans reported on a pre-legislative meeting held with IDNR. IDNR has issued a draft wet weather policy for comment. The Wasteload Allocation Procedures manual and the elimination of the E. coli single sample maximum is going through rule making. Public comment is now closed but IAWEA provided a letter of support for each. There appears to be a lot of

confusion about these two items as much of the public comments against them referenced drainage from farm fields. The tri-annual review of water quality standards appears to be at a standstill as nothing has been done on this as yet. IDNR has indicated that they are looking into the CBOD issue that was introduced at the IAWEA Annual Conference. EPA is talking about releasing new chloride guidance but nothing has been seen as yet. Design Standard revisions are being worked on and we may see some chapters out for comments in the next few months.

J. Historian

The Historian reported that he continues to try to organize records to start the new history book.

K. Industrial Pretreatment

Jon Koch reported that Industrial Pretreatment and Lab Practices plan to continue their conference but perhaps shift the date a little.

L. Laboratory Practices

See above.

M. Maintenance

Bob Ranson reported that the Maintenance Conference will be held on January 30-31, 2018.

N. Membership

Jason Loots reported that the committee met this morning before the Board meeting. They are kicking around a few ideas on possibly offering a discount for multiple Iowa Only memberships.

O. Newsletter

No report.

P. Nominating

Kam Reeves will be contacting the two previous Past Presidents to discuss candidates.

Q. Operator Certification

No report.

R. Public Relations/Public Education

No report.

S. Research

Mike Roth reported that Eric Evans, Patrick Brown and he met at the Operators Conference to discuss committee business. They discussed setting up an RFP process for people to apply for research funding. They would also try to involve other committees when appropriate to help review proposals. One of the requirements would be to have the funding recipient present at the Annual Conference or at a specialty conference if appropriate.

T. Safety

No report.

U. Small Communities

No report.

V. Water for People

No report.

W. Website

Jim McElvogue reported that the forum discussion option on our website is available. You must be a member and have an account in order to post questions or respond.

X. Young Professionals

Taylor Hopper submitted a written report detailing the following committee activities: YP members exhibited at the Children's Water Festival, attended an Iowa Cubs game, and participated in Project Aware.

ITEM VII: CONSENSUS & ASSIGNMENTS

- A. John Ringlestein will contact the ISU student chapter to work out the funding for WEFTEC.
- B. Jon Koch and Jim McElvogue will contact venues about hosting the strategic planning session in January.
- C. The A&O Committee will prepare draft language for the Manual of Policies and Procedures requiring committee chairs to be members of IAWEA.
- D. Kam Reeves will research how to copywrite the IAWEA name, slogan, and/or logo.
- E. Jon Koch will contact the chairs of Industrial Pretreatment and Lab Practices about their plans for next year's conference; specifically as to reserve the venue.

ITEM VIII: ADJOURNMENT

President Evans declared the meeting adjourned at 1:36 PM.

Respectfully submitted,

Jim McElvogue, IAWEA Secretary