

IOWA WATER ENVIRONMENT ASSOCIATION
EXECUTIVE COMMITTEE MEETING
January 12, 2018

The minutes of the Iowa Water Environment Association Executive Committee Meeting, held at the Best Western Regency Inn, Marshalltown, Iowa on January 12, 2018.

ITEM I: CALL TO ORDER

The meeting was called to order by President Eric Evans, at 11:07 AM, with the following other Executive Committee members present: Kam Reeves, Darin Jacobs, Jon Koch, Alison Manz, Jonathan Brown, Matt Wildman, Drew Lammers, Steve Hoambrecker, Bob Ranson, Jim McElvogue, Jim Utter, and John Ringelestein. Also present were: Mark Jones, Jason Loots, Ted Payseur, Paul Ebert, Dan Miers, Matt Hawes, Jay Brady, Laurie Twitchell, and Jon Harger.

ITEM II: APPROVAL OF AGENDA

It was suggested that an agenda item be added to discuss the rate structure for the Iowa Only membership. It was moved by John Ringelestein, and seconded by Steve Hoambrecker, to approve the agenda as amended. Motion carried.

ITEM III: APPROVAL OF MINUTES

It was moved by Bob Ranson, and seconded by Darin Jacobs, to approve the minutes of November 17, 2017, as printed. Motion carried.

ITEM IV: OFFICERS' REPORTS

A. Treasurer's Report

The Treasurer distributed a report with balances as of January 1, 2017 and November 17, 2017. The Treasurer reviewed the changes in the various accounts and the results of the specialty conferences and the annual meeting. Region reserve is now a part of the regions savings account due to limitations on certificates of deposit. Separation of account balances for the region savings account and the regions reserve account will be maintained. The group discussed the financial balance of the Association. It was moved by Steve Hoambrecker, and seconded by Bob Ranson, to raise the reserve requirement to a minimum of 50% of the operating budget. Motion carried. It was moved by John Ringelestein, and seconded by Darin Jacobs, to accept the report of the treasurer as presented. Motion carried.

B. Secretary's Report

Nothing to report.

C. Delegates' Report

Jonathan Brown reported that he serving on the Operator Outreach Committee. Jonathan discussed the activities and goals of the committee. Jim Utter expressed interest in joining that committee as well.

D: Regional Directors

Region 1 Steve Hoambrecker had nothing to report.

Region 2: Darin Jacobs reported that the spring meeting will be held on April 25th at NIACC and will focus on wastewater related topics.

Region 3: No report.

Region 4: Alison Manz reported that the spring meeting will be April 6th in Atlantic.

Region 5: Bob Ranson reported that the spring meeting will be March 28th at the DMACC Southridge campus in Des Moines.

Region 6: Drew Lammers reported that the spring meeting will be held on May 2nd in Iowa City. Drew also inquired about the possibility of Region 6 receiving a discount for an Annual Conference registration. They are exploring the possibility of giving away a door prize at their region meeting consisting of hotel accommodations and registration for the Annual Conference. The group discussed different scenarios and urged Region 6 to put some numbers together as to what pricing might need to be.

E: Correspondence

None.

ITEM V: DISCUSSION/ACTION ITEMS

A. WEFMAX attendance

The Board received one application from a committee chair to attend a WEFMAX, namely Jason Lootz of the Membership Committee. It was moved by John Ringelestein, and seconded by Jonathan Brown, to approve Jason's attendance at the WEFMAX of his choice subject to the budget limitations in the Manual of Policies and Practices. Motion carried.

B. Iowa Licensing Board Renewal Requirements

Professional engineers must now have written verification of Professional Development Hours (PDH's) in order to renew their license. This will require them to sign the session attendance sheets so IAWEA can certify their PDH's. Jim McElvogue reported that Cvent has an educational credit tracking system available for an additional \$500 per year. However, Jim reported that he had discovered a way to track these credits using our existing Cvent package. Each conference sponsor will need to add up education hours earned in a spreadsheet and send to Jim. He will transfer that info into Cvent which will then be used to email a certificate listing PDH's earned to each person requesting these credits.

C. 2018 Budget Discussion/Approval

John Ringelestein distributed copies of the 2018 draft budget. There was some general discussion and a few changes made. After such, it was moved by John Ringelestein, and seconded by Bob Ranson, to adopt the 2018 budget. Motion carried.

D. Strategic Planning Discussion

Jon Koch reported that one of the WEF people flying in to assist us with developing a strategic plan was delayed. The other person was already in Des Moines and Jon volunteered to go get her so the meeting could start on time.

E. Iowa Only Membership Rate Structure

Jason Loots presented a plan to adjust membership rates based on quantity of memberships purchased. The Secretary stated that he didn't know if this registration plan could be programmed into Cvent and wanted some time to explore our options. It was moved by Bob Ranson, and seconded by Darin Jacobs, to adopt a tiered rate structure subject to our Cvent options. Motion carried.

The meeting recessed at 1:07 PM for lunch and reconvened at 1:33 PM.

F. Other Items

None.

ITEM VI: COMMITTEE ACTION/DIRECTION REQUESTS

R. Public Relations/Public Education

Laurie Twitchell reported that the committee will be meeting in a couple of weeks to plan for the upcoming science fair judging season and the Children's Water Festival. They are also looking into doing some outreach with students.

A. Aims and Objectives

Nothing to report.

B. Annual Meeting

Kam Reeves reported that a series of emails had been sent requesting abstracts. The committee will meet soon to discuss the submitted presentations to decide if another round of solicitation was necessary. Steve Hoambrecker discussed the venue situation.

C. Awards

Matt Hawes reported that the subcommittees are working on the individual awards so as to be ready to submit nominations by March 1. Matt requested guidance from the Board on the Lab Analyst award as two of the past three winners are no longer members of WEF. Jonathan Brown agreed to help and it was suggested that Matt try to contact Patricia Fuller-Bloechl as well. Jim Utter asked if the new form for the Operator Advancement Award had been adopted. The Secretary reported that it had not been formally reviewed and voted on by the Board. Allison Manz will send the draft form to the A&O Committee so it can be readied for the Board's review at the next meeting.

D. Biosolids

Dan Miers reported that the Biosolids Conference will be held on March 28th, 2018 at DMACC with no changes in the registration fees. That date will be a conflict with the Region 5 Spring meeting but it is too late to change either meeting at this time. Next year's meeting date will be reviewed and changed if necessary. Soil sampling of the DMACC test plot will be starting this spring.

E. Collection Systems

Curt Kampman reported the Collections System conference will be held on March 7-9, 2018. PACP recertification training will be on Wednesday and PACP training will be on Thursday and Friday.

F. Education

No report.

G. Exhibitors

Jon Harger reported that he will meet with the venue in the next couple of weeks to discuss arrangements for the Annual Conference.

H. Financial Review

No report.

I. Government Affairs

Ted Payseur reported that WOTUS was repealed and is being rewritten. It appears the infrastructure bill will be directed mostly to transportation with very little for water and wastewater. There may be some new developments with rules for micro-communities. Small communities are defined as having a population of 2,000-5,000 and most communities in Iowa are less than 1,000 people. Iowa may be able to have a voice in dealing with these much smaller communities. IDNR has discussed various means of funding due to the possible cuts due to the poor condition of the state finances. Ted also mentioned that the D.C. fly-in would be in April and IAWEA has set aside funds to send a person again this year.

J. Historian

No report

K. Industrial Pretreatment

Industrial Pretreatment and Lab Practices may explore teaming with the Operators Conference to offer their training during this conference.

L. Laboratory Practices

See above.

M. Maintenance

Bob Ranson reported the Maintenance Conference will be held on January 30-31, 2018 at DMACC. The committee has nominees for the Wrencher Award.

N. Membership

See earlier discussion.

O. Newsletter

This will be a topic at Strategic Planning.

P. Nominating

Kam Reeves reported the committee has discussed potential nominees.

Q. Operator Certification

Jim Utter reported that the committee has not met recently and asked for direction from the Board on any issues that need to be addressed. Collection System licensing was discussed again but until a champion can be found in the legislature and the League of Cities concerns are addressed no progress can be expected.

S. Research

The Research Committee will be issuing RFP's for research projects in need of funding. One or two projects may be funded subject to budget limitations with the understanding that the results are expected to be a presentation at the Annual Conference or at an appropriate specialty conference..

T. Safety

No report.

U. Small Communities

Matt Wildman reported the committee has finalized plans for another series of six regional workshops planned for 2018. Workshops will focus more on mayor and council personnel with information on funding and regulations.

V. Water for People

Kam Reeves asked about receipts for the WFP golf outing held during the annual conference last year. Kam will check with the Treasurer or the committee chair to ask about payments.

W. Website

Mark Jones reported the dropbox account has been set up and has received a few abstracts. There does seem to be a problem with notification of new posts and he will work on that.

X. Young Professionals

No report.

ITEM VII: ADJOURNMENT

President Evans declared the meeting adjourned at 2:55 PM.

Respectfully submitted,

Jim McElvogue, IAWEA Secretary