



Rocky Mountain Water Environment Association Executive Committee Meeting Agenda

Denver Water – Board Room

Friday, March 1, 2013
10:00 a.m. – 11:30 p.m.

Teleconference Information: 1-877-954-2393 Code 2067083

Meeting setup: Zach Collins provided intro to Fuze recording system. Link for March meeting:

- https://www.fuzemeeting.com/replay_meeting/62212ab9/3611891

Call to Order (10:05 AM)

Officers' Reports

- President – Jeff Rabas
 - Nothing to report
- Past President – John Rehring
 - Not present
- President-Elect – Will Raatz
 - Not present
- Vice President – Edyta Stec-Uddin
 - No report
- Treasurer – Jeff Berlin
 - Jeff indicated we may have found a new insurance company.
 - Audit for 2012 – one outstanding item from 2011 that needs to be reconciled from the Annual Conference.
 - February RMWEA Checking: \$89,496.65
 - Savings Account “Capital One 360”: \$207,388.14
 - TOTAL ASSETS: \$309,543.99
 - Working with insurance agent
 - Insurance agent has identified an alternative insurance company
 - Insurance is to cover executive committee, OPS challenge, trap shooting event

- Jamie Eichenberger indicated sometimes we use riders for specific events.)
 - No differences in coverage
 - Savings per year will be around \$1,000 per year
- Edyta and Jeff are working on reconciling a financial record from 2011; math is right, but there is an item that doesn't make sense. Reconciliation is complete otherwise.
- Secretary – Tye Jordan
 - Meeting minutes passed
- Delegates – Greg Woodward, Tony Woodrum
 - Greg had no report
 - Jamie discussed that in lieu of printing out membership applications, RMWEA business cards are being printed out
 - Executive discussion of card content:
 - QR codes that will provide direct online access to prospective members to online membership application
 - Email address on back of card (president@rmwea.org or webmaster@rmwea.org)
 - Business cards will be placed
 - Provide brief description of RMWEA (i.e. mission statement)
 - Spell out acronym “RMWEA”
 - New logo from competition will be included on business card
 - Cards will be on tables/booths at conferences
 - QA/QC of card will occur by Exec Committee

Trustee Reports / PWO Association Report

- Joe Tamburini, Jr. – Trustee 2013
 - No report
- Doug Dailey – Trustee 2013
 - Not Present
- Kevin Amann – Trustee 2014
 - No Report
- Blair Corning – Trustee 2014
 - No Report
- Bill Peretti – Trustee 2015
 - VA grant application due April 9th
 - Luncheon held previous week, 20 facilities attended
 - Grant will be pursued
- Ceila Rethamel– Trustee 2015
 - Not present
- Bill Hoyt – PWO Rep. 2013
 - Not present

Committee Reports

- Ad hoc – Jamie Eichenberger
 - Adhoc conference call will be held at 10 AM on March 14th
 - Update filing policy (e.g. address what, where, and how to store information?)
 - Will identify digital online storage (e.g. cloud storage site)
 - Will identify place to keep hard files
 - Will identify location to store files
 - Will contact Steve (Rumbles) and Tom (photos) to determine what should be stored
 - Jamie has CD with scans of files from 1960 - 2002 ,
 - There is a significant file gap between 1988 and 1994
 - TEAMS has 14 boxes of files
 - Jamie will develop a budget request for online filing
- Awards – Jenny Hartfelder
 - Applications due April 15th for WEFTEC scholarship
 - Five applications received last year
- Biosolids – Mike Barnes, Bob Lonergan, Dave Meyer – not present
 - Jim Johnson (MWRD) will be new co-chair of the Committee pending appointment
- Biosolids Land Appliers – Jim Medlock – not present
- CWWUC Liaison – Jamie Eichenberger
 - A group of utilities provided a report: They are collaborating to provide a sampling framework (similar to SPCURE system) for nutrient requirements / Regulation 85.
 - Presentation from CSU – “CLEAN”
 - Applying for EPA grant to develop “CLEAN” program
 - Trying to develop a nationwide framework of how to address nutrients
 - Governor had asked for up to \$15 Million in grant funding to address regulation 85 issues
 - Unclear at this point who will manage the money
 - Leaders envision funds distribution as grants
 - Money will likely be able to be used for engineering services, sampling, new capital projects, etc.
- Electronic Information – Greg Farmer
- Finance, Accounting & Budget – Kevin Hill
 - Jeff to confirm that bi-laws indicate that past president is chair of this committee
- Government Affairs – Jamie Eichenberger
 - AWWA fly-in is happening in April, meetings with congressional delegates
 - Water advocates meeting to address “Water for Jobs” campaign
- Historian – José Velazquez
 - Call for photos for calendar went out in E-Rumbles
 - E-Blast to sent out in another month
 - Calendar theme: People who work in the wastewater industry
 - Photos of construction, scenery, etc.
- Laboratory Practices – Jason Graham – not present

- Membership – Joe Tamburini
 - Membership database sent to TEAMS for purposes of postcard
 - List of expired memberships sent to TEAMS, TEAMS to
 - No update on membership numbers
- Nominations – Jenny Hartfelder
 - No report
- Online Training – Zach Collins
 - Would like to committee name from “Electronic Information Committee” to “Electronic Training Committee” to be consistent with his duties as committee chair
 - Greg Farmer’s committee chair position will be renamed to “Webmaster”
 - Would need to make changes to line items in budget
 - Treasurer proposed exec committee pick a date to make a clean break from Quickbooks because line items cannot be renamed
 - Secretary proposed that we wait until policies are developed and committees are renamed before we start the new file
 - Clean break will be made during treasurer’s term this year
- Operations Challenge – Chong Woo, Stacey Walker
 - Committee meeting was held February 12th to plan golf tournament
 - June 3rd Golf tournament
 - Volunteers needed to take pictures
 - Aurora is having a hard time getting responses from managers on whether they will have a ops challenge team.
 - Youtube clip is being developed to showcase Ops Challenge
 - Texas trip is planned and travel is booked. They will be traveling April 9th to April 12th.
- Public Education – Josh Stockwell
 - Science fairs are coming up and Jojo La attended the Denver regional competition; Bud Spillman will attend the NM science fair
 - May 17th – Strikes and Spares Bowling Event will be held at the Brunswick Zone in Centennial just south of Park Meadows mall
 - Event will include social activities, bowling tournament, laser tag options, and food.
 - YPs will be marketing Strikes and Spares event to improve marketing effort from prior years
 - Josh has not contacted E-rumbles about this event up to now.
 - Cost per team has not been determined up to now
- PWO – Julie Smith
 - Joe followed through with single TU application for the year; missed Red & Jerry’s but Julie to submit application for the rest of the year
 - Julie talked to somebody about working with some of the PWO speakers about 1 hour presentations.
 - Julie requested for a volunteer to get their presentation online
 - Zach will get PWO speakers online
 - TEAMS indicated that the training committee should not assume that any one hour presentation by a PWO speaker will be approved for TUs

- Jamie Eichenberger indicated that training could be signed off by supervisor
 - Jeff Rabas suggested that committee submit PWO recorded sessions with 360 water data requests each year
 - Zach Collins can assist with providing online medium (i.e. controlled environment – speaker’s office) for PWO speakers to record their powerpoint presentations)
- Julie working with Vicki Jones about developing speaker pools (e.g. Wastewater pool, Water pool, Safety pool)
 - Also discussed protecting speaker pool lists with log in credentials on the website. Conference presenters will be asked if they will be willing to present their talk at another seminar after the conference
 - Vicki Jones would like list to be placed in secure location on website
 - Joe to tap annual conference speakers to see if they are willing to provide their presentations for PWO
- Red & Jerry’s was held 2/28
 - Very successful - estimated attendance was 85 and 90
- Safety & Security / CoWARN – Karen Shanley
 - Karen volunteered to help Julie develop speaker list for safety
 - Karen provided update on Presidential Executive order regarding Cyber Security Initiative
 - Cyber Security Initiative was issued last week of February
 - NIST (National Institutes has been tasked with developing a public open forum to be held in June)
 - Language of executive order seems to indicate that participation by utilities will be voluntary
 - CoWarn – mutual aid agreement amendments are needed, but amendments need to be signed by 60. Karen will work through this task.
 - Grand Junction Conference – helping put the event together
 - Karen to send information about Cyber Security Initiative to Jamie Eichenberger
- Scholarship – Ray Kemp, Mark Sampson
 - Not present.
- TEAMS – Sylvia Rottman, JoAnn Vold
 - Has boxes of photos for pickup, but they have plenty of room at their site and are in no hurry for RMWEA to pick up the boxes
 - TEAMS negotiated summer planning meeting to be held at Embassy Suites in Loveland
- New Business**
- Membership Appreciation Night /New Mexico Event– Will Raatz
 - Jeff Berlin indicated there is \$1500 in budget for membership appreciation nights to split between Denver and Grand Junction
 - Jeff Rabas to contact Doug Dailey to task him with helping with Grand Junction Conference
 - Zach Collins has advertised this event on Facebook
- PWO Election – Jeff Rabas/Bill Hoyt
 - Must take place 45 days prior to Leadville school event
 - Jeff Rabas will be working to complete this item
- School of Mines Booth Sponsorship request – Bryan Cody (arrived at 11:20) to report the following:

- Bryan coordinating with YPs to sponsor one of the top prizes
- Bryan asked for confirmation of budget available for booth at Student Chapter and who is paying for it (RMWEA/RMSAWWA)
 - Who will staff the booth
 - Joint Student Chapter Coordinators Budget
 - \$300 budgeted for joint booth (\$150 from each organization)
 - RMWEA to confirm in Joint Governing Board (JGB) meeting whether funding and booth will be by the JGB
- Conference will be held on May 14th
- Abstracts will be selected by March 29th
- Complete judging form with criteria will be made available at the end of the month
- Two or three joint sessions in the morning
- Exhibitor hall in the afternoon, exhibitors will be able to attend presentations
- Get enough judges to watch only a few presentations and then are free to move along as they please
- Steve Frank volunteered to man the booth
- Zach volunteered to be a judge
- Bryan will bring sign up sheets to next meeting

Unfinished Business

- Miva Merchant replacement – Will Raatz – no report
- RMWEA Logo Contest – Bill Peretti
 - Require artist to sign agreement that their work submitted is their original work and that they haven't violated any copyrights
 - Discussion by committee to hire outside contractor to develop logo – this idea was not favored by the committee. It was proposed that logo should come from within our organization, although previous artist was not a member; no final decision was made
 - Logo contest is currently advertised on RMWEA website
 - Bill to contact E-blast committee for advertisement
- Postcard Idea Update - – Jeff Berlin/Ceila Rethamel
 - Jeff Rabas indicated that post cards were completed and mailed
 - The membership should be received by membership within a week
 - Jeff Berlin reported that Ceila did a wonderful job coordinating with Ken Reproductions - \$900 total for card stock, printing, stamps, and mailing. This endeavor was significantly under budget and a great success.
- Blair to bring coffee, Stacey to bring breakfast donuts, etc. to next meeting
- Zach indicated that Water 360 is receiving a lot of traffic and is very successful
 - Web users go through RMWEA website to access Water 360
 - We receive a cut of money for self-developed content that is included on Water 360 training
 - Water 360 hosts the website, they process the approval of TUs
 - RMWEA is paying for their service
 - RMWEA can take all content off of Water 360 and develop own program if desired

Next Meeting

- Executive Committee Meeting - Friday, April 5, 2013 at Denver Water

Adjourn (11:26 AM)

ATTACHMENTS

RMWEA LOGO RAFFLE

\$500 TO THE WINNER



Show your creativity. The RMWEA needs your help in creating a new and exciting logo.



Present Logo



WEF "W"



Lapel Pin Shovel

Make your design simple and distinct using two colors. Your design will also be placed on the Lapel Pin Shovels. Please try to integrate a concept of the Rocky Mountains, the WEF "W", and Wastewater as a resource. Submit your entries by April 15, 2013 to Bill Peretti (b.peretti@watercontrolcorp.com).

Official Rules & Information:

1. You need not be an artist.
2. Enter as many designs as you would like.
3. Entries must be received by April 15, 2013.
4. Make sure that your submission has:
 - Your Name:
 - Email Address:
 - Who you work for and association with the RMWEA if applicable.
 - Phone number that you can be reached at.
5. Submit your designs on our website: www.rmwea.org (who do I get with to post this?)
6. Winner will be announced on May 8, 2013 (after the May board meeting)
7. If you have questions contact: Bill Peretti, 303.477.1970. B.Peretti@watercontrolcorp.com
8. Logo must be clearly legible when presented in dimensions of approximately 1-inch square.



Rocky Mountain Water Environment Association
Strategic Planning Goals 2012-2013
Revised February 7,
2013

Time Frame / Category	Actions	Primary / Secondary Responsibility
Short-term (1-2 years)		
Streamlined Planning Documents	Update and/or merge Business & Strategic Plans	John Rehring / Executive Committee
RMWEA 75 th Anniversary	Continue Calendar and web based interviews with past presidents	José Velazquez / Tony Woodrum, Jeff Berlin
Workforce Development	Support Get Into Water	Joint Utility Management Committee / Jamie Eichenberger
Budgeting Process	How to make process smoother	Jeff Rabas / Executive Committee
Membership Appreciation event Spring 2013	How to encourage greater turn out	Will Raatz / Joe Tamburini
	Scholarship program for D level exams	Blair Corning / TEAMS
Add members to Membership Cmte.	Finds ways to recruit more members	John Rehring / Joe Tamburini + YP support
Credit Card Miva Merchant Change	Look at different companies	Will Raatz
Additional Paid Staff Support	Where is more help needed	Jeff Rabas / Executive Committee
Long-term (2+ years)		
Marketing RMWEA	Identify and organize 1 or more recruitment events	Trustees
	Increase advertising of awards & RMWEA	Jenny Hartfelder / Blair Corning, Doug Dailey
	Identify specific committee tasks YPs could assist with	All Committee Chairs

Continuing Initiatives (Ongoing activities from previous Strategic Planning)
Committee chair orientation – October
Free seminars
WEF TUs
Fund TUs for miscellaneous training events
Webcasting Executive Committee meetings

February 24, 2013

Re: RMSAWWA/RMWEA/Young Professionals Participation at the 10th Annual Student Conference

Dear Jeff, Elizabeth, and RMWEA Board Members

The Colorado School of Mines AWWA/WEF Student Chapter would like to share an official invitation with RMWEA and RMSAWWA to host professional booths at the 10th Annual Joint Student Conference.

The Annual RMSAWWA/RMWEA Student Research Conference is a forum for graduate students to present water-related research and design projects to their peers and to science and engineering professionals. The conference fosters networking among students, engineering and consulting firms, local utilities, and university faculty within the Rocky Mountain region. We are welcoming and encouraging a broad range of research topics in the areas of water and wastewater.

To help promote networking between students and working professionals, we are currently asking for industry participation by hosting professional booths on the day of the conference, where participants may find out about the company/organization, products/services and network with representatives.

At this time, I would like to enquire whether or not RMWEA and RMSAWWA will be hosting booths at the conference? It is my understanding that RMWEA has already budgeted \$300 dollars for this event, which is also the cost we have determined for those wishing to host booths. Additionally, there were discussions in Fall 2012 about the Young Professionals sponsoring a "Top Oral" or "Top Poster" presentation. Tentatively, we wish to present \$300 dollar cash prizes to the top presenters (pending available funds as we approach the conference).

Any information that you or the board can provide me would be greatly appreciated. I am also willing to meet with the RMWEA board members at the monthly meeting in March, if necessary. Please keep in mind that the students that attend this conference are the future of the water and wastewater industries as well as potential leaders in RMWEA and RMSAWWA in their upcoming careers. The professional presence and support of RMWEA, RMSAWWA, and the Young Professionals is key to the success of such a conference.

I would like to thank RMWEA, RMSAWWA and the Young Professionals again and I look forward to your decisions.

Sincerely,



Bryan D. Coday
Graduate Research Assistant
AWWA/WEF Student Chapter President

RMWEA Membership Appreciation Night at Rackhouse Pub

Thursday, April 11th, 2013 5:00 – 8:00 pm
All RMWEA Members and New Recruits!

Details

Join our annual celebration for RMWEA members at the Rackhouse Pub (www.rackhousepub.com)! Drinks and appetizers will be provided, and tours of the Stranahan's distillery are also being planned. Stop by after work and say hello! Questions? Contact Will Raatz at will.raatz@gmail.com or 720.331.2332.

Directions

Address: 208 South Kalamath Street, Denver, Colorado 80223; 720.570.7824
The Rackhouse Pub is on the south end of the Stranahan's Colorado Whiskey Distillery. There is a parking lot there and additional parking on the surrounding streets.

