



5.22.07 AI 11c

To: CSWEA Executive Committee
From: Eric R. Lecuyer, Executive Director
RE: CSX'06 Update
Date: May 12, 2007

CSWEA - *esx'06*
Meeting Notes & Action Items

7-20-06

In attendance: Carol Strackbein, Dennis Lindeke, Tim Tack, Dan Lynch, Tom Mulcahy, Randy Thater, Gary Scott, Rick Ashling, Doug Henrichsen, Randy Wirtz, Eric Evans, Dan Busch, Kris Evans, Steve Bollweg, Scott Trotter, Jay Kemp, Chuck Hansen, Patti Craddock, LaMont Albers, Bill Marten, Jeff Bochtrup, Rich Hussey & Eric Lecuyer

Carol welcomed all and self introductions were made and expectations were listed.

Eric L. provided a review of CSX '05 and listed the actions taken as well as the status of ongoing efforts.

1. State Section Leader discuss committee structure/challenges: **Steve Bollweg** noted the success of Quick Talks, the 79th Annual Meeting LAC Committee and the annual Govt. Affairs seminar as successes and listed continuity as a major challenge in the IL Section with some committees very active and others needing support. With a clear succession plan for the Chair/Vice Chair working at the same facility, more mentoring and continuity should result over the next two years. **Tom Mulcahy** listed the WI Sections SJWP activities, Committee on Committees as successes and challenges with one person committees, succession planning and finding time for seminars without conflicts with other committees. **Patti Craddock (representing Marion Graham)** listed S&YP activities and the Public Ed committee nomination of the Children's Water Festival as successes and challenges being sustaining the Student Paper and Design team competition.

Big Idea #1: Promote energy and other resources (nutrients) as wastewater treatment beneficial byproducts.

5.12.07 update: One Education Seminar session devoted to digester gas co-generation and fuel cell technologies. Hopefully additional resource benefits will be highlighted at the Annual Meeting

Dennis Lindeke outlined the awards process and pitfalls. Suggestions included using formalized score sheets for each award. Dennis suggests moving submittal dates to December 1 for all awards and beginning process earlier in year, like September 1. Need to double check on award guidelines posting on award pages.

Big Idea #2: Post Sample award nomination package on website as guidance for preparing award nomination packages.

5.12.07 update: Sample package has been received and will be posted as part of an “award nominations tool box” section on the website.

Big Idea #3: Post Dennis’ score sheets on each award page. (Burke, Hatfield, etc)

5.12.07 update: Burke Safety award and CSWEA Safety Award proposal includes standard score sheet proposal.

Dan Lynch played a Water for People promotional video and discussed CSWEA’s involvement in this program. After discussion the group concluded that WFP fundraising activities should be incorporated into various successful committee activities and functions, such as the Annual Meeting silent auction and Student Chapter activities, but a WFP committee may not be an effective use of active committee members.

Eric Lecuyer presented information on the WEF Group Membership workgroup activities, the group membership model and the WEF BOT resolution supporting the creation of a Utility Partnership Program membership option, using existing Active, PWO and other categories. Eric urged support of the membership option as another membership marketing tool and the group concurred.

Chuck Hansen discussed the Nominations Process and 2007 positions to be filled. For 2007, nominations are needed for the 2nd Vice President, WEF Director from WI, PWO representative from MN and a Treasurer.

Gary Scott presented information on the Water is Life program and the various tools available and just how CSWEA can or will implement this program. After discussion it was concluded that specific direction is needed as to where this activity should be placed. Carol led a lively discussion and it was concluded that this is clearly a Public Education initiative and our Public Ed committees want to champion the cause. This activity will be incorporated in the PE Committees. Yet to be determined is exactly what we want to achieve as an MA with Water is Life and what level of participation we can sustain. We will get the Water is Life link posted to our website.

Tom Mulchay discussed the MARC Committee Goals, which include getting folks in the exhibit hall, working with the S&YP committees on activities and model the committee after WEF’s successful MARC committee. This is a potential area for membership development and a great resource for CSWEA

Big Idea #4 CSWEA and Section Committee Chairs should join the associated WEF Committee to provide linkage, resources and information at all levels.

5.12.07 Update: Still need to promote Committee Chairs membership in WEF committees.

Scott Trotter discussed Student Chapters and CSWEA's recent success in setting up new chapters. Scott outlined what a "good student" chapter looks like, with ongoing activities and fun. Need to create continuity from year to year. Alumni need to visit Student Chapters and make sure fun, meaningful activities are ongoing.

Big Idea #5: Recognition for 'Teacher of the Year' or 'Professor of the Year' for Student Chapters.

5.12.07 Update: Effort yet to be undertaken. Assign task to S&YP or Public Education Committee?

Big Idea #6: Tie the MARC committee to Student Chapters for mentoring and activities.

5.12.07 Update: Effort to be undertaken. MARC Committee to undertake assignment.

Randy Thater discussed What operators want from CSWEA and the competition we face in attracting operators to our events. He emphasized that we need to cooperate, not compete with operator groups when we can. Regional events are needed since operators seek convenience and affordability when shopping for Continuing Ed.

Big Idea #6: Attract operators with Group Membership model by offering a blended WEF/MA only membership, so a facility Superintendent could be a CSWEA/WEF member while the plant operator could be a CSWEA only member.

5.1.07 Update: Adoption of Constitution and Bylaws amendments will facilitate the development of group memberships within CSWEA, as determined by the Ex Com.

Patti Craddock discussed the Public Ed Activities & Children's Water Festival, which will be recognized at WEFTEC'06. This success is the result of a very active committee and enthusiastic leadership. Congratulations to Patti and all involved!

Eric & Kris Evans presented info on S&YP "Who we are what we want". Meaningful committee work, fun activities and a chance to serve are what YPs are looking for. CSWEA has to make YP's feel welcome (know that they are invited to meetings, etc) and make it easy for them to get involved.

Big Idea #7: Mentor YP's onto committee and to take over committee leadership.

5.12.07 Update: Carol's initiative to split the S&YP Committee into two separate committees will be considered at the Ex Com meeting and should facilitate a more rigorous YP committee and allows the "Students" committee to focus solely on their respective issues and concerns.

Carol recapped the day's discussions and the group adjourned for the evenings social events.

7-21-06

LaMont Albers updated the group on PWO / Ops Challenge, with all teams set, coaches ready to go and LaMont expects to have a MN team member ready for the PWO nomination.

Rick Ashling provided a brief review WEF Director's role in the House of Delegates

Tim Tack, Patti Craddock and Dan Busch discussed Student Design/Paper competition. Tim noted the need for Section Committees and CSWEA committees to work together with a liaison for each committee. We must work with Professors etc to prompt Design Projects and Student Papers. Formalized guidelines for the Student Paper and Design competition should be posted on the website for ease of access to interested students and mentors. The first YP Newsletter was received during CSX 06 and will be passed along to YP's (and all members). We need to know who are YP's are. We need to take a unified approach to Student Chapters and alumni to act as liaisons.

Big Idea #8: Post master list of all Student Chapters on website and link to student chapters for school to school. Include Student Chapter officer list etc.

5.12.07 Update: Effort underway with a new webmaster on board.

Jay Kemp discussed MWIE and noted the success of the first ever event and plans for the 2007 event. We need to promote the training (vendor talks) to operators as a good way to pick up some CEU's. Also, Jay pointed out the need to add committee members from MN and IL to the group.

Eric discussed Membership Committee Recruitment & Retention efforts, and the delay in getting new member info from WEF (with each WMBA update). The online "Get Involved" section of the website was displayed, which should help new members or interested folks find their way onto committees etc. Efforts should be made to attract new employees in agencies/consultants offices etc to join CSWEA. New member info will be passed along to Section Chairs and membership committee chairs for each section. The recruiting tool package was reviewed and following discussion it was determined that a marketing plan must be developed. Scott Trotter will lead the effort with, Tom Mulchay, Randy Wirtz and the membership chairs from each section to work on an ad hoc committee to create this plan. The development of this plan will need to stay in step with the potential group membership changes.

Carol and Doug discussed LAC Committee Work/challenges, with expo traffic, participation in technical sessions etc being a continuing problem. A smaller expo hall was suggested; more fitting of the 80-90 booths we can sell, to make the room seem full. Plans for the 80th and 81st Annual Meeting were discussed and the 79th Annual Meeting final report arrived from Dean (via FedEx) and was distributed.

Randy Wirtz Past WI Section Chair discussed his efforts to get more people involved in committee work and the situation with some very successful committees and other single member ineffective committees. Randy introduced Jeff Bochtrup who chaired the WI Sections' Committee on Committees. Jeff provided an outstanding presentation on the C

on C's activities, findings, conclusions and recommendations. Some committees were overpopulated, others struggled with single members. Six recommendations were presented for the WI Section: 1. Combine Public Ed and Public Awareness. 2. Have the Watershed Committee provide a liaison to the more senior Govt. Affairs Committee. 3. Have the Collection and Operations committee liaison with the Safety Committee. 4. Add value added by including Security to the Safety Committees charge. 5. Make Section Past Chair and member of the section membership committee, 6. Consider forming a Section General Awards committee. Jeff stressed the need for section boards to manage committees and ensure that the necessary work of committees is being conducted. In order to better manage committees the following recommendations were presented: 1. Use board member as liaison with each committee. 2. Include for each board meeting an agenda item to review committee needs and management issues. 3. Develop a section annual activity timeline (SAAT) 4. Require an annual plan from each committee. 5. Prepare committee guidance document, define roles and duties, include the SAAT, and provide guidance to committees chairs. For failing committees, get at least 2 new people on board and develop a plan. **Excellent presentation with lots of Big Ideas!**

Dan Busch, Tim Tack and Doug Henrichson lead a discussion of S&YP, Part Two. Ideas included: Make sure YP activities are fun and emphasize fun. Liaison to Student Chapters with recent grad YP's. Encourage managers/supervisors to be involved. Create YP track for Annual Meeting, (include YP paper request in call for papers.) Don't isolate YP's, give them the opportunity to participate. Get YP's on successful committees and give them leadership roles. Include roundtable discussions on YP issues at annual meeting.

Big Idea # 9. Invite YP's to join active, successful state section committees.

5.12.07 Update: State Section leaders to asses and update. Special efforts are being undertaken by the 80th LAC to involve YP's in the Annual Meeting.

Having covered the agenda, Carol asked all in attendance for their feedback. All felt that CSX '06 was very valuable and encouraged more focus on exchange and open discussion rather than many presentations. We should pick a few hot topics and focus on them. Time set aside for committee breakout sessions (Sections & CSWEA combined) was encouraged as well, either before the regular agenda or towards the end of the first day. Meeting location and dates work well and should be replicated next year. All will encourage all section committee chairs, committee members to attend CSX '06.

Big Idea Last! CSWEA CSX'07 is booked at the Kalahari for July 19&20, 2007.

5.12.07 Update: Contract Signed, make your plans to be there now!