



**10.14.07 AI 12d**

To: CSWEA Executive Committee  
From: Scott Trotter, WEFTEC'08 LAC Co-Chair (CSWEA)  
Brian Perkovich, WEFTEC'08 LAC Co-Chair (IWEA)  
RE: WEFTEC'08 LAC Report  
Date: October 14, 2007

The WEFTEC08 Local Arrangements Committee is co-hosted by Central States WEA and Illinois WEA. The Committee was formed in April of 2007. The LAC has 12 members - six from CSWEA and six from IWEA.

The first Meeting was held on April 27<sup>th</sup> at the MWRGDC Stickney facility. During that meeting introductions were made and the LAC Handbook was reviewed. WEF's LAC handbook outlines the Committee's responsibilities, duties and deadlines. The LAC then elected sub-committee co-chairs each assigned a specific task.

The Committee has held five meetings including one with WEF Staff Liaison Pam Henry. The LAC and other volunteers will be working the Chicago promotion Booth throughout the convention. If you get time, please come join us in promoting WEFTEC08.

The following is a synopsis of the sub-committee chairs, tasks and progress.

**LAC Funding/ Budget:** Eric Lecuyer

- Each Sub-Committee has outlined expected expenses with the exception of WEFTEach.
- Additional Funds will be required
- MWRDGC has committed some funds for WEFTEach, other line items will need additional support.

**Welcoming Booth at San Diego:** Lou Kollias and Brian Perkovich

- Booth Location- Booth will be located in Lobby AB, next to the San Diego Local Host Booth.
- Coordination with Chicago Bureau of Tourism & WEF Staff-. The Chicago Bureau of Tourism will be sending one representative to staff the booth.

- Booth Sign-Up - Signup schedule for staffing the Booth will be posted online, there will be a need for 48 time slots, roughly looking at ½ members of CSWEA and ½ IWEA.
  - Gaining Traffic at Booth-2 DVDs will be playing in booth, one supplied from the City of Chicago, and one produced by Chuck Corley.
  - Gimmick or Giveaway Ideas – Committee decided to distribute 1000 page pals and 5000 calendar cards. Unfortunately the Page Pal Vendor did not deliver. Calendar cards to be supplied by WEF.
  - Gaining Traffic at Booth – Scott Trotter created a Power point version of Chicago Trivia Question.
- **Golf Outing - Tim Tack & Ed McCall**
    - Transportation: Coordinated and Provided by WEF
    - Draft Outing Outline for Oct. 19, 2008.
      - Breakfast & Registration – 7:00 a.m. to 8:00 am
      - Shotgun Start – 9:00 am
      - Lunch & Awards – 1:30 pm
      - Wrap Up – 3:00 pm
    - Awards – Men’s & Women’s - Long Drive, Long Put etc.
    - Sponsorship – Gift bags, Holes, Prizes, Breakfast, and Lunch
    - Action Item: Awaiting call from Harborside International. Also, calls will be placed to other courses such Forest Preserve National in Oak Forest and Water’s Edge in Worth, IL.
  - **Tours - Susan Hill & Sergio Serafino**
    - Site Selection of Tours for WEFTEC08 are confirmed including Stickney, Jardine, Reservoirs and others.
    - **Action Item: Susan & Sergio to finalize submittals to WEF for acceptance. Deadline December 2007**
  - **WEF Teach - Greg Cargill & Kendra Sveum**
    - Identify Teachers for WEFTEC 08
    - Coordinate Volunteers for Tours, Moderators, etc.
    - Sponsorship: MWRDGC has committed some funds for the program.
    - **Action Items: Coordinate activities with WEF Staff. Greg plans to attend WEF Teach in San Diego.**
  - **Technical Program – Local Issues - Derek Wold & Krishna Pagilla**
    - Call for Papers for WEFTEC 08
      - Industrial Treatment

- Municipal Treatment
    - CSO/SSO
    - Wetlands/Water Quality
    - Biosolids
  - Volunteers and Moderators – Discussion of using YP’s & Students as Moderators.
  - **Action Items –Krishna to solicit papers and then also recruit some solid speakers on key topics.**
- **LAC SWAG - Kendra Sveum & Neil Dorigan**
  - Golf Shirts: Ordered and Delivered for LAC @ San Diego
  - Give aways: Committee decided to order 1000 page pals but Vendor did not come through in time for WEFTEC07
    - Golf Outing Gift Bags
    - WEFTEC08 Booth
  - Gift
    - **Action Item: Gift ideas for WEF officers, and giveaway ideas for WEFTEC08 Booth**
- **Information Exchange**
  - Sub-Committee Chairs – Sergio Serafino & Susan Hill
  - Action Item – Susan has created a website through Geosyntec, that can be accessed at <http://eprojects.geosyntec.com/weftec08-lac/default.aspx>. Everyone should have received an invitation to use and should try to access, if not, please contact Susan, this will be used for all future communications.