

NEVADA WATER ENVIRONMENT ASSOCIATION
MONTHLY BUSINESS LUNCH MEETING – Feb 2008
DRAFT MINUTES – please send changes to dave.james@unlv.edu

Board Decisions are shown *in italics*. Action items are underlined

DAY & TIME: Tuesday, February 5, 2008
Open meeting: 11:42 am

LOCATIONS:

Toll free dial-in number (877) 873-8016, then enter access code 3811265 and press # to enter the meeting – based from CH2M-Hill’s office

South: CH2M-Hill Conference room
2285 Corporate Circle Suite 200
Henderson, NV 89074
702-369-6175

North: Washoe County Department of Water Resources
4930 Energy Way
Reno, NV 89506
Phone (775) 954-4600

Jennifer McMartin
Assistant Program Administrator
NWEA Certification Board
Phone (775) 465-2045

Joe Crim
Phone (775) 273-7398 cell or (775) 770- 0930

Attendance:

North: Linda Peterson, Rick Warner, Paul Orphan, Jennifer McMartin, Jackie Diggle, Suey Huey, John Buzzone, Stephen Long

South: Leslie Long, Dave James, John Solvie, Mark Briggs, Maria Stosich, Stephanie Stallsmith, Hannah Wilner,

Guests: Angela MacKinnon, Kent Vian, Jake Jacobsen, Holly McNaught

AGENDA:

- 1. Review and Approval of Minutes from the NWEA Board Meeting of Jan 8, 2008.**

Minutes approved by quorum as submitted

- 2. Board Reports – Voting Officers**

Past President Paul Orphan – Present – conference meeting notes - sufficient

President Leslie Long – Present – working on organizing several parts of the conference. Please see attached conference meeting notes.

President Elect Linda Peterson – Present – conference will be reported

WEF Delegate Rick Warner – Present – no report

PWO Representative Stephen Long – Present – Still have only one team for Operations Challenge. Looking for more teams. Here to help with conference.

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Treasurer Gary Hutchinson –Absent- Sent in Treasurer’s report. In the Certification Board account, ending balance of \$1,734.67 as of Feb 4, 2008. Payments by NDEP on Nov and Dec 2007 invoices not yet received. The invoices were resubmitted with the correct address. Payments should be coming shortly to Gary. In the Executive Board account, ending balance of \$63,841.06 as of Feb 4, 2008. *Treasurer’s report accepted by quorum.*

Secretary Dave James – Present - How about a list serve for NWEA emails? NWEA emails are rejected by some recipients as SPAM because the email has large numbers of addresses in the headers. Minutes and agendas are already put up on website by Suey. Current website would need some re-design. Suey thinks it would be easy to set up a public download section and then send a link instead of the files. *Action item: Dave to get in touch with Suey to figure out how to do this.*

WEF Director at Large Starlin Jones – Absent

3. NWEA Committee Reports:

Annual Conference Paul Orphan/Linda Peterson

a. Planning – *Linda reporting.* – Have 4 exhibitors right now. Need to find more exhibitors. Need to get some more abstracts in. The deadline has been extended to Feb 22. Linda will make PDF of abstracts and send them to everyone for review by early the following week. Nugget wants NWEA’s proof of insurance (Leslie has since sent this in). On-line registration start up is delayed, Linda needs Acteva to call her back. Kelvin and Paul will set up Golf tournament for Wednesday am, to end at 11:30am, 9 holes. Polo shirts coming along. Article publicizing conference submitted for newsletter. Panels and workshops are being set up for the conference

b. Nominations...Eric Leveque – Absent

c. Awards Northern NV, Rick Warner – Present –
..... Southern NV, Lee Siekerka – Absent
..... No report

Certification Board John Solvie

a. January 24, 2008 Certification Board meeting results are:

1) Revised Policies and Procedures manual – available for board review.

a. Computerized testing policy – Adds the option of computerized exams. ABC has drafted a revised testing service contract. The application process is the same. It allows the operators more flexibility in choosing testing times. They will also have immediate results. Jennifer will discuss this at the conference.

b. Renewal policy – Limits number of renewal terms. This limits an operator to renew their certificate once every 2 years. This will be imperative if a CEU requirement is added.

c. Invoice approval policy – streamlines these procedures and outlines the procedure needed to get NDEP approval of invoices.

d. Exam proctoring policies revised to include any AMP (Applied Measurement Professionals) testing center as an approved testing location.

2) Certification Board election results

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Chairman - Bill Shepherd
Vice-Chairman - Joe Crim
Program Administrator - Harvey Johnson

3) Conference

Certification board will have an exam on Friday 16th of the conference. Wastewater, Collection System Operator, Industrial Waste Inspector, Wastewater Quality Analyst, and Industrial Waste Operator.

Executive board invited to Cert Board meeting on Wednesday the 14th, and Certification Board is invited to the Executive Board meeting.

b. Contract status –First 2 contract invoices to NDEP had to be resubmitted.

c. Certification Board Administration – Jennifer McMartin – Laptop and printer/scanner status- See report below by Suey Huey

d. Association of Boards Certification - John Solvie – Present – John Solvie and Jennifer McMartin attended the ABC annual conference last month. Jennifer's attendance was supported by NDEP and NWEA. John and Jennifer met Cal/Nev AWWA's new certification staff person during the conference. John is currently serving as ABC Vice-President after being elected to the position last fall.

Constitution & Bylaws Dave James – Present – Dave sent NWEA-approved bylaws to Phyllis Ross as of January 10, 2008. Phyllis indicated that she would forward them on to the WEF Bylaws committee. Action item – Dave to follow up with WEF to find out if a date has been set for review of our revised bylaws

Membership Northern NV – Stephen Long – set up membership table for this coming Thursday's (2/7/08) mixer. Also has signed up 25 collection systems personnel at the City of Reno. Action item: Hannah will overnight YP brochures to Linda at SPB Utilities.

Southern NV – Robert Brennan – not present

Publications Mark Briggs – Present – Newsletter will be ready by the end of the week. Awaiting 2 more articles, including one by Doug Drury. Is the disinfection workshop to be held? Until date set, will not put in newsletter. All materials for conference will be in the newsletter as well.

Website Suey Huey – Present –

a) Laptop – Computer ready to go with all the software. Suey buying printer this week. Action item: Suey will hand over computer and printer to the mixer on Jennifer on Thursday if she can make it to the mixer. If not, Suey will mail it to her.

b) Website upgrade Cost to re-do website is \$5,500. First payment would be \$2,000, followed by two equal payments. Suey will discuss budget impact with Gary Hutchinson and then present at the conference.

Safety Committee Ellery Tiongson – Absent – John Solvie will ask Ellery to join WEF/NWEA

4. **NWEA Training and Development:**

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Public Education Northern NV, Dave Bruketta
..... Southern NV, Maria Stosich – Present – Southern Nevada regional science fair will be held in early April. Maria will ask Bruce Dacko to help her judge, grades 3 through 8. She will work on looking for a high school winner for the Stockholm Junior Water Prize submission. Cash prizes awarded to winning projects. Maria looking for graphics help with Public Education brochure on careers in water resources field. Maria has the electronic file for this. Leslie would like to see these distributed at the conference.

Circuit Rider..... Linda Peterson/Starlin Jones –Present - no report

Collection System..... Northern NV, Eric Strung
..... Southern NV, Stephanie Stallsmith – Present – Would like to have another collections system workshop in the south in March – Jake Jacobsen newly hired by CCWRD, and will help out with the Collection Systems Committee. Would like to pick out a date in March, possibly March 27th. Stephanie will work on this with John Solvie to get a room at the City of Las Vegas. It is possible that the format and content could be transferred to the north and set up with Stephen Long. Jennifer will email out a collection systems workshop flyer to all certified operator in southern Nevada. Stephanie will send the flyer to Jennifer. Annual conference collections system panel will be on a variety of topics. Stephen Long suggests that format and content similar to Tri-state might be useful. Action Item: Stephanie to set up conference call with committee

Professional Development Northern NV, John Buzzone – Present -
..... Southern NV, Stephen Lacy – Absent -no report - Action item; John will contact Stephen Lacy to find out if April date of a seminar on the topic of Emerging Contaminants would work.

Young Professionals Northern NV, Rick Warner – Present –
..... Southern NV, Hannah Wilner – Present –
..... Want to have an event that includes YP's and students for the annual conference. .. What are deadlines for conference materials? Hannah could contact Dr. Batista for distribution at UNLV, and could send a flyer to Linda for distribution at UNR..

Board should ask Gary Hutchison to provide a line item in the 2008 budget to support student travel to the WEFTEC annual student paper competition. Action item: Hannah will do some more work on costs and transmit this data to Linda so that it could be listed as a line item in the proposed 2008 budget. Linda says this could be a sponsorship opportunity.

Tri-State Conference Keni Whalen/Bruce Dacko/Eric Leveque/Dave Ruegge – all absent – no report

College of Southern Nevada . Bill Shepherd – Absent – no report

5. Partner Organizations:

AWWA Liaison Gary Grinnell – Absent – no report

Reuse Nevada / WateReuse Association Northern NV, Joe Maez

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..... Southern NV, - *Vacant - need a representative* – no report

Stockholm Junior Water Prize Maria Stosich – Present – Maria has received the brochure for this year’s national competition June 19-21 in Orlando Florida. Deadline for submission is April 15. Bruce and Maria in the south, Joe Howard in the north will solicit applications. Southern Nevada science fair is late, so making the deadline is going to be tight.

Water for People..... Leisa Tucker – Absent – no report

6. Old Business –

a. WEF has a student design competition. Is this something that NWEA would like to do? Hannah mentioned incorporating student and YP together.

7. New Business –

a. Approval of Certification Board Policies and Procedures manual – *approved unanimously by quorum of officers present*

b. Selection and invitation of panelists for round table discussions at annual conference

- 1) CEU’s for renewal
- 2) Infrastructure - Water is Life and Infrastructure makes it happen
- 3) Certification Board Update – Jennifer
- 4) SSO Panel
- 5) Stormwater Topics

c. NWEA sponsorship of lunches for Certification Board and Executive Board. – re-activation of recurring line item for Certification Board lunches approved by consensus to begin immediately. NWEA sponsorship for Executive Board lunches will be discussed at the Conference Executive Board meeting.

d. New attendees interests:

- 1) Jake Jacobsen and Kent Vian – interested in Collections Systems committee
- 2) Angela MacKinnon – interested Young Professionals, Professional Development for Stormwater
- 3) Holly McNaught – interested in Water distribution systems – will be put in touch with Gary Grinnell

..... **e. Non-point source Committee** – *created by board vote with Angelina MacKinnon chairing in the south, and John Buzzone chairing in the north.*

8. Next Meeting Date(s): Approved – Tuesday, March 4, 2008

11:00 a.m. – 11:30 am – Conference call on Annual conference
11:30 a.m. – 1:00 p.m. – Board meeting via teleconference

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South – Location to be determined – HDR– Stephanie and Hannah will work out the details.

North – Washoe County Dept Water Resources Conf room

North – Jennifer McMartin's office

9. Adjourn – 12:45 pm