



## **PNWS-AWWA Committee Report UTILITY MANAGEMENT COMMITTEE**

**DATE:** April 21<sup>st</sup>, 2017

**TO:** PNWS-AWWA Trustees

**FROM:** Utility Management Committee

**OFFICERS:**

Liaison	Chris Young
Chair	Barry Buchanan
Secretary	Diane Pottinger
Treasurer	Lara Kammereck
Advisor	Mike Grimm
AM Chair	Andrew Tuchscherer

**RE: SPRING 2017 COMMITTEE REPORT**

### **INTRODUCTION**

The 2016-2017 Utility Management Committee are pleased to present the following Spring report on its committee and activities status.

### **OVERVIEW**

The UMC associated sub-committees are progressing very well. Women in Leadership, although not directly involve with the UMC is influencing the UMC's resolve to be successful. The Asset Management Sub-Group has picked up steam and has held and one event several meetings and is planning another event for summer.

The core UMC group still struggles to gain a foot hold and achieve its stated goals.

### **SUCCESSION PLAN**

The UMC succession plan remains the same as presented in the winter report, positions will extend for a two year period rather that one, and the roll of vice chair and secretary roll into one



position. It is intended that the Secretary will become the Chair, the Treasurer will become the Secretary, and a new Treasurer will be appointed at the end of the two year term of office.

## **MEMBERSHIP**

The UMC remains with a list of about 90 people interested in the committee. However, there is seldom more than one or two people call into the monthly meetings other than the committee.

The UMC is currently establishing a Survey Monkey questionnaire that will be circulated to the current listed membership and be open for all comers to provide comment on their interest in the UMC. The Survey Monkey will be open for the month of May and into June at which time the UMC will determine interest and identify its future direction.

## **SUB-COMMITTEES**

The Utility Management Committee supports one subgroup: the Asset Management subgroup.

### Asset Management Subgroup

The AM Sub Group has held a 101 training session for Asset Management proponents. It is planning on running another training session August 2<sup>nd</sup>, 2017 in the City of Bellevue Services Center. Speakers will be Darin Johnson, Mia Sabanovic, and the City of Bellevue.

The Asset Management Sub-Group also holds 2 hour, workshop type, meetings where in they discuss the general business of the committee, and listen to a topical Asset Management presentation.

## **GOALS AND ASPIRATIONS**

The 2016-2017 UMC has not achieved its opening stated goals and aspirations. Commitment is a key to ensuring the committee is successful, the committee is full with good intent, but timeliness and putting words into action is proving difficult.

The UNC has initiated a Charter that will clearly state the committee's aspirations, goals, roles and responsibilities. It is intended this document will be a living document. The UMC trusts the Charter will serve the current and future committee's as guidance to being more proactive and timely in its work preparation and implementation. The document is currently under review and will be available for circulation after the May 2017 conference update.



Within the UMC there are currently 7 aspirational goals that the committee considers important and a list of 27 topics of interest. However, the committee is questioning the validity of these given the difficulty the committee has in attracting additional interest and attendance. Hence, as stated above the UMC is undertaking a survey to understand what its membership specifically wants from the committee.

## ACTIVITIES

The Utility Management Committee will undertake and following activities.

- Support the Asset Management Sub Committee in the organization of an Asset Management Training workshop to be held in spring of 2017, in Bellevue.
- Support a track in the Kennewick 2017 PNW AWWA annual conference
- Coordinate a Fall leadership workshop
- Complete a Survey Monkey questionnaire of members desires and requirements
- Initiate a Utility Management Blog

## COMMITTEE MEETINGS

The Utility Management Group and our associated sub group recognizes that the PNW-AWWA is a relatively large geographic area. As such we are facilitating our meetings through on-line multi-media communication methods. We continue to try to organize face-to-face meetings in each main city of WA, OR, and ID.

The UMC generally holds one conference call per month. The meeting is held on the 3rd or 4th Thursday of each month at 1:30 pm to 2:30 pm. Meetings are notified two months ahead.

## BUDGET

The UMC has not spent any money of its allocated budget over the past year.

On behalf of the Utility Management Committee Officers we thank you for your review of this report.

Kind regards

*Barry J. Buchanan*

Barry Buchanan, Chair.