



PNWS-AWWA

Northwest Washington

2016 Annual Report





American Water Works Association
Pacific Northwest Section
Northwest Washington Subsection

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American Water Works Association

Pacific Northwest Section

Northwest Washington Subsection

1. 2016-17 Subsection officer information



Northwest Washington PNWS - Subsection Officer Information

Officers to be included:

1. President/Chair
2. Vice-President/Vice-Chair
3. Secretary
4. Treasurer
5. In-coming Officer/Officer-Elect
6. Past President/Past Chair

Information Needed for Each Officers:

1. Name
2. Title
3. Business/Organization
4. Mailing/Street Address (P.O. Box is fine)
5. City/State/Zip Code
6. Phone
7. Fax
8. E-mail



American Water Works Association
Pacific Northwest Section

PO Box 872467
Vancouver, WA 98687
T 503-760-6460
F 360-254-0695
www.pnws-awwa.org

President/Chair

Bridget A. August
Senior Hydrogeologist
GeoEngineers, Inc.
8401 154th Avenue NE
Redmond, WA 98052
425.861.6101
baugust@geoengineers.com

Secretary

NA

In-coming Officer/Officer-Elect

Erin Nishikawa - Secretary
Executive Assistant
Associated Earth Sciences, Inc.
2911 1/2 Hewitt Ave., Ste 2
Everett, WA 98201
(425) 259-0522
enishikawa@aesgeo.com

Vice-President/Vice-Chair

John McClellan
Operations Superintendent
Everett Public Works
3200 Cedar Street
Everett, WA 98052
425.257.8927
jmccllellan@everettwa.gov

Treasurer

Eric Schey
Senior Project Engineer
Tetra Tech, Inc.
1420 5th Avenue, Suite 600
Seattle, WA 98101
206.883.9335
eric.schey@tetrattech.com

Past President/Past Chair

Michael Norton
Senior Civil Engineer
Seattle Public Utilities
700 Fifth Avenue, Suite 4500
Seattle, WA 98124
206.727.3693
michael.norton@seattle.gov

DIRECTORS

2014 - 2017

Erin Nishikawa
Associated Earth Sciences, Inc.
2911 1/2 Hewitt Ave., Ste. 2
Everett, WA 98201
(425) 259-0522
enishikawa@aesgeo.com

2015 - 2018

Ben Scrace
Whitney Equipment Company, Inc.
21222 30th Drive SE, Ste 110
Bothell, WA 98201
(425) 486-9499
bscrace@weci.com

2016 - 2019

Jeff Marrs
City of Anacortes
Anacortes Water Treatment Plant
14489 Riverbend Road
Mount Vernon, WA 98273
(360) 661-1390
jeffm@cityofanacortes.org

COMMITTEE CHAIRS

Membership Committee Chair

Ben Ware
Garrison Engineering
1997 Park Lane
Burlington, WA 98233
(360) 707-5656
benw@gecorp.net

Program Committee Chair

Jeff Lundt
King County, Wastewater Treatment
Division
201 South Jackson St., Seattle, WA
98104-3855
(206) 477-5582
Fax: (206) 510-2753
jeff.lundt@kingcounty.gov

Safety Committee

OPEN

PNWS COMMITTEE LIAISONS

Water For People

Erin Nishikawa
Associated Earth Sciences, Inc.
2911 1/2 Hewitt Ave., Ste. 2
Everett, WA 98201
(425) 259-0522
enishikawa@aesgeo.com

YP Committee

Bridget August
Eric Schey

2020 Vision Committee

Bridget August
Eric Schey
John McClellan

SUBSECTION ASSISTANCE

Website Coordinator

Eric Schey
Tetra Tech, Inc.
1420 5th Avenue, Suite 600
Seattle, WA 98101
(206) 883-9335
eric.schey@tetrattech.com

CEU Coordinator

Sara Tannahill
Murray, Smith & Associates, Inc.
2707 Colby Avenue, Suite 1110
Everett, WA 98201-3566
(425) 252-9003
sara.tannahill@msa-ep.com



American Water Works Association

Pacific Northwest Section

Northwest Washington Subsection

**2. 2016 Subsection activities summary
(with pictures!):**

PNWS-AWWA Subsection Activities

Event Photos

Workshop and Event Announcements and Flyers

Board Meeting Minutes



PNWS-AWWA Subsection Activities

Please list your Subsection meetings for the past year. Include the date, where the meeting was held, topics discussed at the meeting and the number of people that attended the meeting. List all meetings, Workshops, short schools and other events sponsored or co-sponsored by the subsection. Including copies of the meeting flyers would be appreciated.
(Attach multiple sheets as needed)

Date	Location	Discussion Topics	No. in Attendance
1/14/2016	Everett PW	Subsection Board Meeting	7
2/11/2016	Anacortes WTP	Subsection Board Meeting	6
2/24/2016	Skagit PUD	Regulatory Update Workshop	90
2/24/2016	Skagit River Brewery	Best Tasting Water Competition*	36
3/10/2016	AWWD	Subsection Board Meeting	10
3/24/2016	Anacortes Library	Basic Waterworks Workshop*	26
3/24/2016	Anacortes Library	Meter Madness Competition*	26
4/1/2016	Brightwater WWTP	Water for Life Reception*	--
4/14/2016	Lynden Annex	Subsection Board Meeting	10
4/22/2016	Picnic Point WWTP	YP Tour and Happy Hour*	15
5/4-6/2016	Boise	PNWS Conference*	--
5/12/2016	Stanwood FS	Subsection Board Meeting	10
6/6/2016	City of Anacortes	Meter Madness Award Presentation	5
6/14-15/2016	Lynnwood CC	Western Washington Short School*	108
6/15/2016	Lynnwood CC	Subsection Board Meeting	8
8/11/2016	Beckman's	Subsection Summer BBQ	10
9/8/2016	Olympic View W&SD	Subsection Board Meeting	8
9/9/2016	Carpenter Creek Winery	Wine for Water*	92



PNWS-AWWA Subsection Activities

Please list your Subsection meetings for the past year. Include the date, where the meeting was held, topics discussed at the meeting and the number of people that attended the meeting. List all meetings, Workshops, short schools and other events sponsored or co-sponsored by the subsection. Including copies of the meeting flyers would be appreciated.

(Attach multiple sheets as needed)

Date	Location	Discussion Topics	No. in Attendance
9/14/2016	Brightwater WWTP	Water Quality Communications*	42
9/16/2016	Anacortes WTP	YP Tour and Happy Hour*	20
9/20/2016	Lynden WTP	Basic Waterworks Workshop*	17
10/13/2016	Arlington PW	Subsection Board Meeting	6
10/20/2016	AWWD	Water Treatment Workshop	32
11/4/2016	Puyallup	YP Summit*	--
11/10/2016	Skagit PUD	Subsection Board Meeting	8
12/8/2016	Everett	End of Year Board Meeting	Canceled - snow

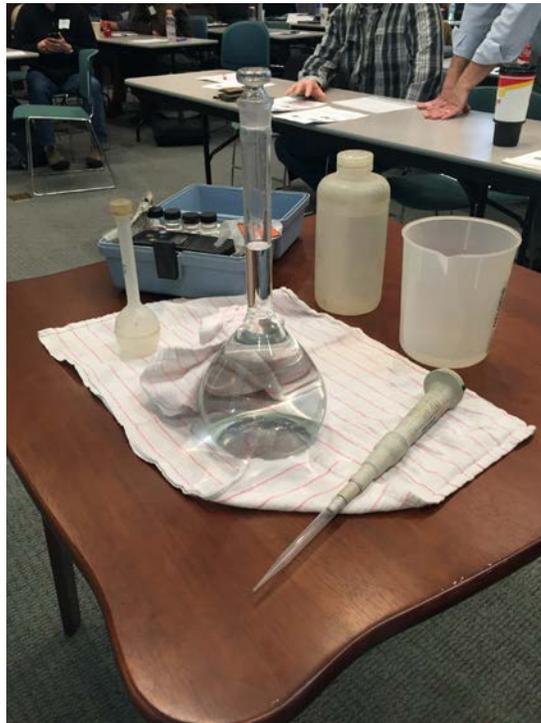
*

Sponsorship or collaboration with PNWS

Regulatory Update Workshop February 24, 2016 Skagit PUD, Mount Vernon, WA



Full house in the Aqua Room at Skagit PUD during a presentation by Jolyn Leslie, DOH



Props used during one of the regulatory update presentations

**Best Tasting Water Contest
February 24, 2016
Skagit River Brewery, Mount Vernon, WA
1st Place – City of Bellingham**



Bill Evans and Peg Wendling, City of Bellingham, holding an example of the prize winning water



Introducing the judges; Stephen Booth, Cheryl Capron, Jill Marilley, Dale Buys, and local radio host Amanda Wilde



Attendees practicing for the upcoming Meter Madness competition

**YP Tour and Happy Hour
April 22, 2016
Picnic Point WWTP, Lynnwood, WA
Diamond Knot Brewery, Mountlake Terrace, WA**



Tour attendees at the Picnic Point Wastewater Treatment Plant



Attendees enjoying happy hour and networking at Diamond Knot Brewery in Mountlake Terrace, WA

**2016 Western Washington
Short School & Trade Show
June 14-15, 2016
Lynnwood Convention Center**



Northwest Washington Board Members, Jeff Marrs, Jeff Lundt, Ben Scrace, Bridget August, and Eric Schey with Eddy the AWWA Mascot at the Western Washington Short School



Eddy helping promote membership at the Western Washington Short School



Eddy saying hello to vendors during the Trade Show

**5th Annual Wine for Water Event
September 9, 2016
Carpenter Creek Winery, Mount Vernon, WA**



Attendees enjoying wine and appetizers at Wine for Water



Attendees perusing silent auction items



More silent auction items at the Wine for Water event



Our lovely event caterers, Teddy and Bill Beckman



Attendees enjoying Carpenter Creek wine



Local band, Ol' Town Tonic, providing listening entertainment



Event emcee, Carl Garrison, and NWWA Subsection President, Bridget August



Assistant emcee, Yulia Garrison, presenting the winning raffle item, a Seahawks mini helmet autographed by Richard Sherman, to winner Fiona McNair

**YP Tour and Happy Hour
September 16, 2016
Anacortes WTP & Skagit River Brewery,
Mount Vernon, WA**



Attendees at the Anacortes Water Treatment Plan, Mount Vernon, WA



Attendees at the Anacortes Water Treatment Plan, Mount Vernon, WA



PNWS-AWWA
Northwest Washington

Contact

Jeff Lundt
Northwest Washington Subsection PNWS-AWWA
jeff.lundt@kingcounty.gov
206-477-5582

When

Wednesday February 24, 2016 from 8:00 AM to 3:30 PM PST

Add to Calendar

Where

Skagit County PUD Offices
1415 Freeway Drive
Mount Vernon, WA 98273



[Driving Directions](#)

[2016 Water Regulations Workshop](#)

Wednesday February 24, 2016

Workshop starts at 8 AM PST

(doors open at 7:45 for registration and coffee)

**Skagit County Public Utility District No. 1 Offices
Mount Vernon, WA**

The Water Regulations Workshop will include presentations on the following topics::

- Regulatory Horizon
- Revised Total Coliform Rule
- Preparing for RTCR - City of Bellingham's Experience
- Preparing for RTCR - City of Anacortes' Experience
- DOH Main Break Protocol
- Water System Low Pressure Management
- Water Main Disinfection for New Construction
- Changing Views of Manganese and the Regulatory Horizon

This workshop features speakers:

- Bob James - WSDOH
- Sam Perry - WSDOH
- Jolyn Leslie - WSDOH
- Peg Wendling - City of Bellingham
- Scott Eisen - City of Anacortes
- Melinda Fiedman - Confluence Engineering
- Stephen Booth - Confluence Engineering
- Aaron Crofts - City of Everett

EARN CONTINUING EDUCATION UNITS! - 0.6 CEUs [\(CEUs pending\)](#)

Cost is \$70 per attendee for individual or utility members of AWWA or WEF - \$80 after Wednesday February 17th

\$95 per attendee for non-members of AWWA or WEF - \$105 after Wednesday February 17th

Fee includes lunch and refreshments

Small System Operators and Student Scholarships - To encourage participation from small utilities (less than 500 connections) and from college, university and technical program students, the Northwest Washington Subsection will pay workshop registration fees for 2 operators from small utilities and any student. To be eligible for a small systems scholarship please register and pay for the workshop and on the registration form indicate the number of connections for your utility. If your

registration is one of the first two received, your registration fee will be refunded following completion of the workshop. First Come - First Served.

To be eligible for a student scholarship please register online and list your institution, click "pay by check" and phone or email the contact in the upper left column for further information.

Cancellation Policy - *If a registrant is unable to attend the event and a substitute within the organization can attend, please contact Jeff Lundt at jeff.lundt@kingcounty.gov to update information. If unable to attend or send a substitute contact the above at least one week before the event for a refund (minus a \$10 processing fee). Refunds after that time will not be given.*

If the workshop is cancelled due to lack of registration or another reason, full refunds will be provided.

Please note the registration system needs a unique email for each registration. If you do not have a work or home email to use call Jeff Lundt (206/477-5582) for a work-around.

Register Now!



American Water Works Association
Pacific Northwest Section
 Northwest Washington Subsection

When

Wednesday February 24, 2016 from 5:00 PM to 8:00 PM PST

[Add to Calendar](#)

Where

Skagit River Brewery
 404 South 3rd Street
 Mount Vernon, WA 98273



[Driving Directions](#)

Registration Contact

Erin Nishikawa
 Northwest Washington Subsection PNWS-AWWA
 425-259-0522

Event Information Contact

Erin Nishikawa
 425-259-0522 or
enishikawa@aesgeo.com

New!!!

Bring your sample to the AWWA Water Storage workshop at the Skagit County PUD office on February 24th and receive one free registration to the workshop.

Contact Jeff Lundt for details.
jeff.lundt@kingcounty.gov

**2016 Northwest Washington Subsection
 PNWS-AWWA
 Best Tasting Water Contest**

Wednesday – February 24, 2016

**NEW!!!!!!!!!!!!!! Entries due by 1:00 PM to Skagit PUD Aqua Room-
 1415 Freeway Drive Mount Vernon or contact Erin Nishikawa**

Doors open at 5:00 PM

Tasting starts at 6:00 PM

@ The Skagit River Brewery, 404 S 3rd ST Mount Vernon, WA.

Help us determine who has the best tasting water in Northwest Washington. Come join the fun!

Be part of the cheering crowd & taste for yourself!

Who can upstage the 2015 winner [Birch Bay Water and Sewer District](#) and take home the coveted NWWA Best Tasting Water plaque?

Appetizers and beverages are provided courtesy of:

[Northwest Corrosion Engineering](#)

Register Now!

Directions & Rules:

- The contest is open to any utility, municipality or water district in Snohomish, Skagit, Whatcom, Island, San Juan, Clallam or Jefferson counties.
- All entries must be submitted at the Skagit PUD by 1:00pm local time. If you can't make the drop off time and location call Erin Nishikawa (425-259-0522) to arrange an alternate delivery time, location or for pick-up.
- Water samples must be in Qorpack clear or brown Boston Rounds, 0.946 liter bottles or equal. **Two samples are required.** Bottles shall be washed, rinsed with the sample, then filled and capped leaving no headspace. NWWA-AWWA will provide sample bottles if you need them. Please give us a week's notice for delivery (call Erin Nishikawa @ 425-259-0522).

Reminder: Samples must be turned in to the PUD by 1:00 pm on February 24th or contact-

**Erin Nishikawa
enishikawa@aesgeo.com for other arrangements. No late samples will be accepted.**

Utility Introduction:

This year each participating utility will be given an opportunity to spend a couple of minutes telling the rest of the crowd about their organizations. This is optional but we hope a representative of the utility will come prepared to say a few words and help us all learn more about each other.

- Participants should keep the samples cold. Clearly mark your organization's name on all bottles using tags or removable tape. DO NOT use permanent marker on bottle labels. The samples must be drawn from the utility's distribution system. Samples must be drawn within 24 hours of the contest.
- At the time of the tasting, water will be approximately at room temperature. Judging will be on each of three characteristics; odor, flavor and after-taste. Awards will be given for first, second and third places.
- A panel of impartial judges (no politicians or subsection water utility employees) will do the tasting and scoring. Samples will also be offered to the audience.
- You don't need to be present to have your sample compete so come by and drop it off even if you can't stay for the fun, food, fellowship, and the beer!

First place winners will represent the Northwest Washington Subsection and advance to the PNWS Best Tasting Water Contest to be held in Boise, ID on May 4th - 6th, 2016. The contest will be held on Friday May 6th from 5-6:30pm.



American Water Works Association
Pacific Northwest Section
 Northwest Washington Subsection

When

Thursday March 24, 2016 from 8:00 AM to 3:45 PM
 PDT

[Add to Calendar](#)

Where

Anacortes Library
 1220 10th St
 Anacortes, WA 98221



[Driving Directions](#)

Contact

Jeff Lundt
 Northwest Washington Subsection AWWA
 206-477-5582
jeff.lundt@kingcounty.gov

March 2016 Basic Waterworks Workshop

Thursday March 24th starting at 8 AM

at the Anacortes Public Library in

Anacortes, WA

A one-day presentation of some of the basic elements, terminology, regulations and concepts involved in operating a water utility. This workshop is aimed at new frontline employees, office staff and others who would benefit from an understanding of the basic concepts and terminology used in the water supply industry. Topics include:

- Overview of Water Systems
- Regulations and Contaminants
- Water Sources
- Hydrology & Hydraulics
- Treatment & Disinfection
- Water Quality Monitoring
- Water Quality Protection Practices
- Construction & Maintenance
- Disaster Response

Instructors will be:

Jeff Marrs, WTP Manager City of Anacortes,

Jeff Lundt, P.E. - King County WTD

0.6 CEUs (**APPROVED!**)

Cost is \$68 for AWWA & WEF members and \$93 for non-members. If you **or your utility** are AWWA or WEF members you qualify for member rates. Lunch and refreshments are included. \$10 surcharge for registering after March 17th. Registration closes Saturday March 19th.

Register Now!

Scholarships for small utilities and students - To encourage participation from small utilities (<500 connections) two scholarships for small system operators are available. To receive the small

system scholarship, please register and pay the registration fee. Indicate on the form the name of your utility and number of connections. If your registration is one of the first two received, your registration fee will be refunded following completion of the workshop. First Come - First Served.

To encourage students attending college, university and technical programs that are majoring in a water related field, scholarships will be made available to all student attendees. To be eligible for a student scholarship please name your institution, click "Pay by check" and phone or email Jeff Lundt (contact information in the left column).

Cancellation Policy - *If a registrant is unable to attend the workshop and a substitute within the organization can attend, please contact Jeff Lundt at jeff.lundt@kingcounty.gov to update the information. If unable to attend or send a substitute contact the above at least one week before the workshop for a refund (minus a \$10 processing fee). Refunds after that time will not be given.*

If the workshop is cancelled due to lack of registration or another reason, full refunds will be given.

Please note that the on-line registration system requires a unique email address for each registrant. If you do not have a work or home email call Jeff Lundt (206/477-5582) for a work-around.

For more information contact us at the email or phone shown on the left.

Thanks for your time and attention.

Other NWWA Training Events for 2016

**Western Washington Short School for Water and Wastewater Operators, June 14 & 15 in Lynnwood
Water Quality Communication, September, 2016 - Location TBD
Water Treatment, October 2016 - Alderwood Water & Wastewater District**

See the subsection Webpage for updates on dates and other training



American Water Works Association
Pacific Northwest Section
 Northwest Washington Subsection

When

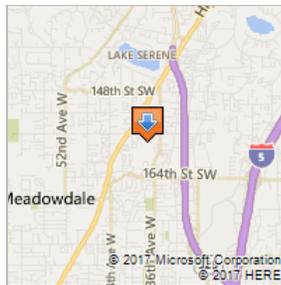
Friday April 22, 2016 from 2:00 PM to 6:00 PM PDT

[Add to Calendar](#)

Where

AWWD Office (Meeting Place)

3626 156th St. SW
 Lynnwood, WA 98087



[Driving Directions](#)

Contact

Eric Schey
 Northwest Washington Subsection AWWA
 206-303-7001
eric.schey@tetrattech.com

NW Washington YP Tour - Picnic Point WWTP

Alderwood Water & Wastewater District (AWWD) and the Northwest Washington Subsection of AWWA will be hosting a tour of the Picnic Point Wastewater Treatment Plant on Friday, April 22nd.

Since there is limited parking at the plant, we'll be meeting at AWWD's office at 2 PM and carpooling to the plant from there, see address below. Tour should last approximately 1.5 to 2 hours. please wear closed toe shoes and appropriate clothing for a treatment plant.

After the tour there will be a happy hour at Diamond Knot in Mountlake Terrace!

We should be done with the tour and to Diamond Knot around 4 PM, see address below. Please feel free to meet us there for the after party even if you can not make the tour!

Please register by Wednesday, April 20th if you plan on attending either event so we can get a headcount.

AWWD Office: 3626 156th Street SE, Lynnwood, WA 98087

Diamond Knot MLT: 5602 232nd Street SW, Mountlake Terrace, WA 98043

Register Now!

**Contact**

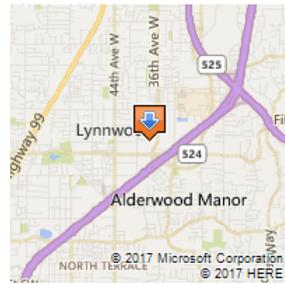
Jeff Lundt
 Northwest Washington Subsection PNWS-AWWA &
 Western Washington Region PNCWA
 jeff.lundt@kingcounty.gov
 206-477-5582

When

Tuesday June 14, 2016 at 8:00 AM PDT
 -to-
 Wednesday June 15, 2016 at 4:00 PM PDT

Add to Calendar**Where**

Lynnwood Convention Center
 3711 196th ST SW
 Lynnwood, WA 98036



[Driving Directions](#)

2016 Short School Schedule Download

Tours this year include the Brightwater Treatment Plant and Influent Pump Station for the wastewater crew and the Everett & AWWD reservoirs and pump stations for the water folks. Attendees need to check the box on the registration form and are responsible to bring their own PPE (hardhat, boots, safety vest & safety glasses). Van/carpools will be provided.

The number of attendees is limited to 30 for the wastewater tour and 20 for the water tour. Contact Jeff Lundt if you have any questions.

Western Washington Short School & Trade Show for Water & Wastewater Operators Tuesday & Wednesday June 14 & 15, 2016 Lynnwood Convention Center

**5 concurrent sessions on both Tuesday & Wednesday
63 hours of training available**

1.2 CEUs possible for full-time attendee

**Trade show for manufacturers, local representatives and consultants on
Wednesday**

**Water & Wastewater Tours on Tuesday Afternoon. See details in
left column**

Short School Presentation Topics include:

- Water Treatment & Supply
- Wastewater Treatment
- Pumps
- Hydraulics, Metering, Water Use
- Conveyance & Distribution
- Sampling & Monitoring
- Disinfection
- Operations & Maintenance
- Asset Management
- Climate Change
- Corrosion Protection & Coatings
- Water Chemistry
- CSO Facilities
- Odor Control
- Control Valves
- Instrumentation & Chemical Feed
- Biosolids

Download a current schedule using the link in the lower left.

**EARN CONTINUING EDUCATION UNITS! - 1.2 CEUs for full time participants.
CEUs under review by WCS & DOE**

Get a head start on your CEUs for the next cycle! Don't delay!

AWWA or WEF Member Price:

\$200 for 2-day registration (\$220 after June 3rd)

\$115 for single day registration (\$125 after June 3rd)

Non-Member Price:

\$250 for 2-day registration (\$270 after June 3rd)

\$155 for single day registration (\$165 after June 3rd)

Registration closes Wednesday June 8th!

Lunch and break refreshments included

Small Utility Scholarships - To encourage participation from small utilities (less than 500 connections) workshop registration fees will be waived for 3 operators from small utilities. Full registration and payment is required (remember to fill in the box on the registration form for the number of connections). If you are one of the first three to apply, your registration fees will be refunded. Contact Jeff Lundt to apply or for more information at jeff.lundt@kingcounty.gov.

Student Scholarships - To encourage participation from students at colleges and community colleges who are looking to enter the water and wastewater fields, workshop registration fees will be waived. Contact Jeff Lundt to apply or for more information at jeff.lundt@kingcounty.gov.

Lodging - If you are coming from out of town and need lodging, let us know and we will send a map of the local hotels, many within easy walking distance of the Lynnwood Convention Center.

Payment - Payment by credit card or mailed-in check is accepted. Credit card payment uses the PayPal service but a PayPal account is not required.

Please note the registration system needs a unique email for each registration. If you do not have a work or home email to use call Jeff Lundt (206/477-5582) for a work-around.

Register Now!

Cancellation Policy - If a registrant is unable to attend the event and a substitute within the organization can attend, please contact Jeff Lundt at jeff.lundt@kingcounty.gov to update information. If unable to attend or send a substitute, contact Jeff Lundt at least one week before the event for a refund (minus a \$20 processing fee). Refunds after that time will not be given.



American Water Works Association Pacific Northwest Section Northwest Washington Subsection

When

Friday September 9, 2016 from 6:30 PM to 9:30 PM
PDT

[Add to Calendar](#)

Where

Carpenter Creek Winery
20376 E. Hickox Road
Mount Vernon, WA 98274



Driving Directions

Contact

Erin Nishikawa

Associated Earth Sciences, Inc.
Northwest Washington Subsection AWWA Director
425-259-0522
enishikawa@aesgeo.com



Northwest Washington Subsection AWWA Wine For Water

*The Northwest Washington Subsection of the Pacific Northwest Section - American Water Works Association invites you to our 5th Annual wine tasting event benefitting **Water For People**. The evening will include wine tasting, food, music, a silent auction and networking.*

Join us for this fun event at Carpenter Creek Winery in Mount Vernon, WA. Carpenter Creek aims to be "The friendliest winery in the valley," and has been producing premium, handcrafted wine in Skagit Valley since 2001. They have a gorgeous outdoor area. Their dessert wine uses grapes you will get to see right on the property. You will experience delicious red and white wines made from grapes that hail from the finest vineyards in eastern Washington.

Water For People is a non-profit organization that helps support the development of locally sustainable drinking water resources, sanitation facilities, and hygiene education programs in developing countries. Sustainability and community ownership are the hallmarks of Water For People's programs in Africa, Central and South America, and Asia. The funds raised at this event will help Water For People to use water as a catalyst for change by helping people in the developing world address their own basic water and sanitation needs.

You may register for this event by clicking on the "**Register Now!**" link below. **The cost is \$45.00 per person.** This includes **two** wine tasting tickets and access to delicious food, live music, and the silent auction. This year the food will be catered by Bill and Teddy Beckman.

EVENT SPONSORSHIP

This event is accepting corporate sponsorships. Event sponsorship must be paid via this registration process. The levels of sponsorship are described below.

Cabernet (\$750): Verbal and visual recognition at the event, and 4 event tickets.

Merlot (\$500): Verbal and visual recognition at the event, and 2 event tickets.

Chardonnay (\$250): Verbal and visual recognition at the event, and 1 event ticket.

SILENT AUCTION

WE ARE NOW ACCEPTING AUCTION DONATIONS! Contact Erin Nishikawa for more information related to donations.

Thank you for your support of Water for People. We look forward to seeing you at Carpenter Creek Winery! If you have any questions related to sponsorship, please contact Chuck Lindsay at 425-259-0522 or email him at clindsay@aesgeo.com. For any questions not relating to sponsorship, please contact Erin Nishikawa.

Register Now!

2016 NWWA Subsection AWWA-Wine For Water



American Water Works Association
Pacific Northwest Section

Contact

Jeff Lundt
 Northwest Washington Subsection PNWS-AWWA
 jeff.lundt@kingcounty.gov
 206-477-5582

When

Wednesday September 14, 2016 from 8:30 AM to 4:00 PM PDT

[Add to Calendar](#)

Where

Brightwater Environmental Educaiton Center
 22509 State Route 9 SE
 Woodinville, WA 98072



[Driving Directions](#)

**Strategic Communication for
 Water Quality Issues Workshop**

Wednesday September 14th, 2016

Workshop starts at 9:00 AM PDT

(doors open at 8:30 for registration and coffee)

**Brightwater Environmental Education Center
 Woodinville WA**

Sponsored by:

Water Quality Committee, PNWS-AWWA

Public Information Committee, PNWS-AWWA

Northwest Washington Subsection PNWS-AWWA

The workshop on Strategic Communication for Water Quality Issues will provide best practices and lessons learned for conveying technical information to the public featuring presentations on the scientific background of technical issues, regulations and case studies. Water system operators and managers will learn strategies and approaches to effectively communicate information about water quality issues and protective measures to the public and other affected organizations. They will gain knowledge from learning how other communities have responded to water quality problems of different types, including E. coli events, algal blooms in water supplies, and distribution system inorganic contaminant release.

Presentations include:

- Owning, Fixing and Talking About Your Crisis
- The Art and Science Behind Taste and Odor Testing
- City of Everett Communication for Algal Event 2015
- Coliform Science and Regulations and How to Talk About It
- Lessons Learned While communicating During a Drinking Water Crisis Advisory at Mercer Island
- Risk Factors for Inorganics Accumulation and Release within Distribution Systems
- Communication on Lead and Recent Lead Programs
- Questions and Answer forum with Panel Speakers and Workshop Participants

This workshop features speakers:

- Libby Barg - Barney and Worth

- Gary Conkling - CFM Strategic Communications
- Wylie Harper - Seattle Public Utilities
- Kathleen Baxter - City of Everett
- Steve Deem - WSDOH
- Jennifer Franklin - City of Mercer Island
- Brian McDaniels - City of Mercer Island
- Melinda Friedman - Confluence Engineering
- Chris McMeen - City of Tacoma-

EARN CONTINUING EDUCATION UNITS! - 0.5 CEUs ([WA & OR CEUs Approved](#)) - We will automatically report your successful workshop completion.

Cost is \$95 per attendee for individual or utility members of AWWA or WEF - \$120 after Thursday September 1st

\$120 per attendee for non-members of AWWA or WEF - \$145 after Thursday September 1st

Fee includes lunch and refreshments

Registration closes on Thursday September 8th

Small System Operators and Student Scholarships - To encourage participation from small utilities (less than 500 connections) and from college, university and technical program students, workshop registration fees are waived for 3 operators from small utilities and any student. To be eligible for a small systems scholarship please register and pay for the workshop and on the registration form indicate the utility name and number of connections. If your registration is one of the first three received, your registration fee will be refunded following completion of the workshop. First Come - First Served.

To be eligible for a student scholarship please register online and list your institution, click "pay by check" and phone or email the contact in the upper left column for further information.

Cancellation Policy - *If a registrant is unable to attend the event and a substitute within the organization can attend, please contact Jeff Lundt at jeff.lundt@kingcounty.gov to update information. If unable to attend or send a substitute contact the above at least one week before the event for a refund (minus a \$20 processing fee). Refunds after that time will not be given.*

If the workshop is cancelled due to lack of registration or another reason, full refunds will be provided.

Please note the registration system needs a unique email for each registration. If you do not have a work or home email to use call Jeff Lundt (206/477-5582) for a work-around.

Register Now!

Bridget August

From: NWWA-AWWA <eric.schey@tetrattech.com>
Sent: Tuesday, August 9, 2016 8:56 AM
To: Bridget August
Subject: Anacortes Treatment Plant - YP Tour

Anacortes Water Treatment Plant - YP Tour



Join the Northwest Washington YPs on Friday, September 16th for a tour of the Anacortes Water Treatment Plant and networking event at Skagit River Brewery.

The Northwest Washington Subsection of AWWA is hosting a guided tour of the new Anacortes Water Treatment Plant. Come see the new plant and learn more about its ballasted sedimentation process!

When

Friday September 16, 2016 from
2:00 PM to 4:00 PM PDT
[Add to Calendar](#)

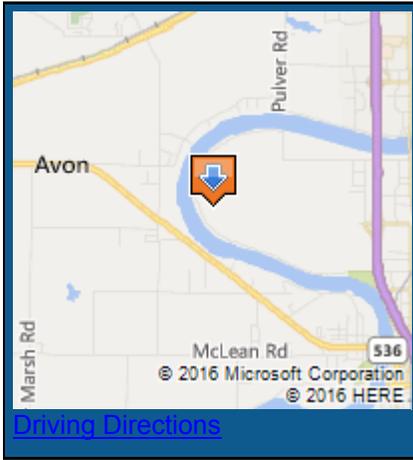
Where

Anacortes Water Treatment Plant
14489 River Bend Rd
Mount Vernon, WA 98273

We will be meeting at the plant (in Mount Vernon) at 2 PM to start the tour which should last about 2 hours. After the tour there will be a networking event just down the road at Skagit River Brewery. Come for the free food and stay for the networking!

Please register using the link below so that we know how many people to expect on the tour.

[Register Now!](#)



We hope to see you there!

Also, please feel free to contact me with any questions. If you'd like to know more about the plant, check out the City of Anacortes website:

<http://www.cityofanacortes.org/wtp.php#.V6ng8-srK00>

Sincerely,

Eric Schey

eric.schey@tetrattech.com

206-303-7001

Northwest Washington Subsection AWWA, 3200 Cedar Street, Everett, WA 98201

[SafeUnsubscribe™ baugust@geoengineers.com](mailto:baugust@geoengineers.com)

[Forward email](#) | [Update Profile](#) | [About our service provider](#)

Sent by eric.schey@tetrattech.com in collaboration with



Try it free today



American Water Works Association
Pacific Northwest Section
 Northwest Washington Subsection

When

Tuesday September 20, 2016 from 8:00 AM to 4:30 PM
 PDT

[Add to Calendar](#)

Where

Lynden City Annex
 205 4th ST
 Lynden, WA 98264



[Driving Directions](#)

Contact

Jeff Lundt
 Northwest Washington Subsection AWWA
 206-477-5582
jeff.lundt@kingcounty.gov

2016 September Basic Waterworks Workshop

Tuesday September 20th starting at 8 AM

at the Lynden City Annex in

Lynden, WA

A one-day presentation of some of the basic elements, terminology, regulations and concepts involved in operating a water utility. This workshop is aimed at new frontline employees, office staff and others who would benefit from an understanding of the basic concepts and terminology used in the water supply industry. Topics include:

- Overview of Water Systems
- Regulations and Contaminants
- Water Sources
- Hydrology & Hydraulics
- Treatment & Disinfection
- Water Quality Monitoring
- Water Quality Protection Practices
- Construction & Maintenance
- Disaster Response
- **Optional Lynden WTP Tour!!**

Instructors will be:

Ravyn Whitewolf, P.E. - Public Works Director, City of Blaine

Peg Wendling - Water Quality Technical Supervisor, City of Bellingham

Jeff Lundt P.E., - King County WTD

0.6 CEUs Basic Waterworks presentation (**APPROVED!**)

0.7 CEUs Basic Waterworks presentation + **Lynden WTP Tour (Pending)**

Cost is \$73 for AWWA & WEF members and \$98 for non-members. If you **or your utility** are AWWA or WEF members you qualify for member rates. Lunch and refreshments are included. \$20 surcharge for registering after Monday September 12th. Registration closes Thursday September 15th.

Register Now!

Scholarships for small utilities and students - To encourage participation from small utilities (<500 connections) two scholarships for small system operators are available. To receive the small system scholarship, please register and pay the registration fee. Indicate on the form the name of your utility and number of connections. If your registration is one of the first two received, your registration fee will be refunded following completion of the workshop. First Come - First Served.

To encourage students attending college, university and technical programs that are majoring in a water related field, scholarships will be made available to all student attendees. To be eligible for a student scholarship please name your institution, click "Pay by check" and phone or email Jeff Lundt (contact information in the left column).

Cancellation Policy - *If a registrant is unable to attend the workshop and a substitute within the organization can attend, please contact Jeff Lundt at jeff.lundt@kingcounty.gov to update the information. If unable to attend or send a substitute contact the above at least one week before the workshop for a refund (minus a \$10 processing fee). Refunds after that time will not be given.*

If the workshop is cancelled due to lack of registration or another reason, full refunds will be given.

Please note that the on-line registration system requires a unique email address for each registrant. If you do not have a work or home email call Jeff Lundt (206/477-5582) for a work-around.

For more information contact us at the email or phone shown on the left.

Thanks for your time and attention.

Other NWWA Training Events for 2016

Strategic Communication for Water Quality Issues, Wednesday September 14, 2016 - Brightwater
Environmental Education Center, Woodinville WA

Water Treatment, October 20, 2016 - Alderwood Water & Wastewater District, Lynnwood WA

Emergency Preparedness, Date and location TBD

See the subsection Webpage for updates on dates and other training



American Water Works Association
Pacific Northwest Section
 Northwest Washington Subsection

Contact

Jeff Lundt
 Northwest Washington Subsection PNWS-AWWA
 jeff.lundt@kingcounty.gov
 206-477-5582

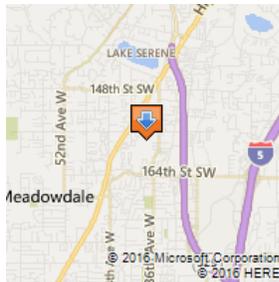
When

Thursday October 20, 2016 from 8:00 AM to 3:40 PM
 PDT

[Add to Calendar](#)

Where

Alderwood Water & Wastewater District Board Room
 3626 - 156th ST SW
 Lynnwood, WA 98087



[Driving Directions](#)

[2016 Water Treatment Workshop](#)

Thursday October 20, 2016

Workshop starts at 8 AM PDT

(doors open at 7:45 for registration and coffee)

Alderwood Water & Wastewater District Headquarters

The Water Treatment Workshop will include presentations and demonstrations. Topics covered in the morning presentations include:

- Disinfection Data Integrity Project
- Raw Water Effects on Direct filtration
- Operational approaches to our Raw Water
- Bellingham's DAF Treatment System
- Operator Certification Rule changes
- PFOS Contaminated Groundwater Treatment

This workshop features speakers:

- Steve Deen - WSDOH
- Scott Johnston - Skagit PUD
- Chris McCord - WSDOH
- Bill Evans - City of Bellingham
- Anna Thelen - City of Everett
- Pierre Kwan - HDR Engineers

EARN CONTINUING EDUCATION UNITS! - 0.6 CEUs ([Water CEUs approved](#))

Cost is \$70 per attendee for individual or utility members of AWWA or WEF - \$90 after Wednesday October 12th

\$95 per attendee for non-members of AWWA or WEF - \$115 after Wednesday October 12th

Fee includes lunch and refreshments

Small System Operators and Student Scholarships - To encourage participation from small utilities (less than 500 connections) and from college, university and technical program students, the Northwest Washington Subsection will pay workshop registration fees for 2 operators from small utilities and any student. To be eligible for a small systems scholarship please register and pay for the workshop and on the registration form indicate the number of connections for your utility. If your registration is one of the first two received, your registration fee will be refunded following completion of the workshop. First Come - First Served.

To be eligible for a student scholarship please list your institution, click "pay by check" and phone or email the contact in the upper left column for further information.

Cancellation Policy - If a registrant is unable to attend the event and a substitute within the organization can attend, please contact Jeff Lundt at jeff.lundt@kingcounty.gov to update information. If unable to attend or send a substitute contact the above at least one week before the event for a refund (minus a \$10 processing fee). Refunds after that time will not be given.

If the workshop is cancelled due to lack of registration or another reason, full refunds will be provided.

Please note the registration system needs a unique email for each registration. If you do not have a work or home email to use call Jeff Lundt (206/477-5582) for a work-around.

Register Now!



American Water Works Association
Pacific Northwest Section
Northwest Washington Subsection
Board Meeting Minutes

Minutes for Northwest Washington Subsection Meeting

January 14, 2016

10:00 AM - Everett Public Works

Attendee	Representing	Email address
Bridget August	GeoEngineers	baugust@geoengineers.com
Eric Schey	TetraTech	Eric.schey@tetrattech.com
Erin Nishikawa	Associated Earth Sciences	enishikawa@aesgeo.com
John McClellan	City of Everett	jmcclellan@ci.everett.wa.us
Ben Scrace	Whitney Equipment	bscrace@weci.com
Michael Norton	Seattle Public Utilities	Michael.norton@seattle.gov
Jeff Marrs	City of Anacortes	jeffm@cityanacortes.org

Minutes of Decembers' meeting were accepted without change.

Financial Report - Financial report was provided. President was added to subsection checking account. The subsection's current account balance was reviewed. Next Lynnwood Convention Center payment is in March.

Workshops and Events:

2016 Workshops:

Planned or on the drawing board:

- Regulatory Update - February 24th at Skagit PUD organized by Michael. Topics include Federal regulatory horizon, Revised Total Coliform Rule (RTCR), water main breaks, pressure management and the future of manganese. Looking for one 30 minute presentation on main. Will contact City of Everett, Erica Lindsay at DOH or City of Bellingham.
- Basic Waterworks - two planned; March 24th at Anacortes Library (Jeff M) and one on Olympic Peninsula (Jeff L), date TBD. Instructors for the March workshop will be Jeff Marrs and someone else (tbd) that Jeff Marrs will determine.
- Short School - June 14-15. Jeff L will take the lead again. Michael will help with program and consultant sponsorships. Ben Scrace is helping with vendor attendance and vendor speakers.
- Take 2015 Water Treatment program to Olympic Peninsula - Michael will organize; coordination with John M and Jeff M. Ben Scrace can provide more water utility contacts in this area. Talk with DOH regional engineers regarding topics relevant to utilities on the Olympic Peninsula.



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- Water Treatment - Fall 2016. John McClellan will organize. Will likely be held in Everett/Lynnwood area. Looking at a combination DOH and utility format, similar to the 2014 and 2015 workshops. John M will check into topics and cost to bring out trainers from east coast for water treatment and distribution. If cost effective, specialty trainers may be brought out for Short School or Water Treatment workshop.
- Emergency Preparedness - Fall 2016. Jeff L will work with PNWS and PNCWA to generate new workshop program. This will hopefully be a "training-in-a-box" that we can take to multiple locations. Jeff M noted Anacortes would be happy to host.
- Strategic communications would be a good topic.

Other possibilities:

- Asbestos Cement (AC) pipe safety - 8 hour workshop, Megan Munro would be a qualified presenter when curricula and instructors are approved by L&I and then by WES. CEUs would be available.
- New Technologies and challenges
- Valve and pipe basics - "training-in-a-box"
- Cross-connection (if not included in other workshops)
- Alternative water sources - Sedro Wooley - tour for a workshop. Presentation from Janicki Industries could occur at short school. Carl G will organize.
- Leadership series / utility management (2016 is year one of the 3 year CEU cycle). Could coordinate with the Section utility management committee.
- The Section WQ Committee put on a strategic communications workshop we would be interested in putting on.
- Energy savings from an operator's perspective.
- Arc flash from TC. Jeff M and John M would like to see the curriculum.
- Main breaks - treatment redundancy. Per John M based on recent discussions with DOH. Main breaks could be a good short school topic; there are new AWWA standards. Will coordinate Regulatory Workshop speakers with short school program.

2016 Events:

- Best Tasting Water Contest - Skagit River Brewery, February 24th after the regulatory workshop. Organized by Erin. There are five committed judges.
- Wine for Water - Date and location TBD. Organized by Erin. Next planning committee meeting will be February 18th in Everett.
- Student/YP Tour and Networking Event - Date and location TBD. Jeff M offered a tour of the Anacortes treatment plant for future YP event. Also considering Picnic Point tour. Eric, Bridget and Michael will organize. Will organize a spring event to tour the Alderwood plant and follow up brewery tour, likely in April.



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Board Meeting Minutes

- Subsection would like to participate in a college career fair this year at one of the local colleges.

Expenditures approval:

- Workshops - NA
- Events - NA
- Miscellaneous - all in attendance voted and approves paying the \$10 fee to use the Stanwood fire station for the May Board meeting and to cover expenses for John McClellan's attendance at the upcoming Winter meeting.

Officers/Board Positions:

We are looking for nominations to fill the following positions:

- Secretary - OPEN
- Membership Committee Chair - OPEN - need someone to connect with PNWS membership committee and organize recognition of utilities for their support of AWWA events.
- Safety Committee Chair - OPEN
- Vice President - John McClellan nominated
- Director 2016-2019 - Jeff Marrs nominated

Elections will be held at the February 24th Regulatory Workshop

Other Business

- Winter Trustees Meeting/Officer Training (Feb 3-5) - Heathman Lodge. Erin, Bridget, Eric, Jeff M, and John M will attend on behalf of the subsection. Jeff L will attend as the Washington Trustee. Eric will call Kyle to organize logistics for Section reimbursement to Subsection attendees.
- Reminder to provide two checks to Section Board for E&T and Scholarship funds at the Winter Trustee meeting.
- Constant Contact list management - Jeff Lundt will start organizing lists but we need someone to take the lead on updating Constant Contact.
- Send workshop and event photos to Bridget.
- The 2016 Seattle Water for Life Reception is April 2, 2016 at Brightwater.
- Bridget is organizing the effort to pull together the 2015 annual report for the upcoming winter meeting and the presentation for the Trustee Winter meeting.
- Everett will remain the location for the subsection mailing address.

Board Meetings / Events Schedule - PLEASE put our Board meetings on your calendar, we need your presence and participation!!! Board meetings are open to ALL!



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2016 Subsection Meeting and Event Schedule:

- January 14th - Board Meeting, Everett Public Works, 10a
- February 11th - Board Meeting, Anacortes WTP, 10a
- February 24th - Regulatory Update Workshop, Skagit PUD
- February 24th - Best Tasting Water Contest, Skagit River Brewery, 5p
- March 10th - Board Meeting, Alderwood Water and Wastewater, 10a
- March 24th - Basic Waterworks Workshop, Anacortes Library
- April 14th - Board Meeting, Lynden WTP, 10a
- May 12th - Board Meeting, Stanwood, 10a
- June 14-15th - Short School
- June 15th - Board Meeting, Lynnwood CC, 4p
- July - NA
- August - Summer Meeting, Beckman's
- September 8th - Board Meeting, Olympic View Water & Sewer District, 10a
- October 13th - Board Meeting, Arlington, 10a
- November 10th - Board Meeting, Skagit PUD, 12p
- December 8th - End of Year Meeting, Everett area, TBD



American Water Works Association
Pacific Northwest Section
Northwest Washington Subsection
Board Meeting Minutes

Minutes for Northwest Washington Subsection Meeting
February 11, 2016
10:00 AM - Anacortes Water Treatment Plant

Attendee	Representing	Email address
Bridget August	GeoEngineers	baugust@geoengineers.com
Eric Schey	TetraTech	Eric.schey@tetrattech.com
Erin Nishikawa	Associated Earth Sciences	enishikawa@aesgeo.com
Jeff Lundt	King County	jeff.lundt@kingcounty.gov
John McClellan	City of Everett	jmcclellan@ci.everett.wa.us
Jeff Marrs	City of Anacortes	jeffm@cityanacortes.org

Minutes of Decembers' meeting were accepted without change.

Financial Report - Financial report was provided. The subsection's current account balance is about \$35,000. Balance does not include income in PayPal for upcoming Regulatory Update Workshop. PayPal balance will be transferred later in February. Eric will transfer all PayPal funds prior to upcoming meetings so the financial report is up to date. Next Lynnwood Convention Center payment is due in March.

Workshops and Events:

2016 Recap:

- Winter Trustees Meeting/Officer Training (Feb 3-5)
 - Bridget, Erin, Eric, Jeff Marrs, Jeff Lundt, and John McLellan attended.
 - Bridget and Eric gave the Annual Report presentation and provided checks to the board for E&T and Scholarship funds. Next year we would like to prepare large checks.
 - Good information, worthwhile event. Speed dating was very successful and a great venue for meeting committee representatives which will be helpful for planning future events.

2016 Workshops:

Planned or on the drawing board:

- Regulatory Update - February 24th at Skagit PUD organized by Michael. Topics include Federal regulatory horizon, Revised Total Coliform Rule (RTCR), water main breaks, pressure management and the future of manganese. Nearly 70 people have registered so far including about 8 speakers. Board elections will be held during lunch.



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- Basic Waterworks - two planned:
 - March 24th at Anacortes Library (Jeff M). Venue has been set, class will be advertised next week. Using a local caterer. Instructors for the March workshop will be Jeff Marrs and Jeff Lundt.
 - The second workshop will hopefully be in Lynden, date TBD. Jeff L will reach out to Ravyn Whitewolf.
- Short School - June 14-15. Jeff L will take the lead again. Michael will help with program and consultant sponsorships. Ben Scrace is helping with vendor attendance and vendor speakers. Program is coming together. Jeff would like to lock down the program by the end of February. Planning a tour of Edmonds Wastewater Treatment Plant on Tuesday.
- Take 2015 Water Treatment program to Olympic Peninsula - We have decided that this will not be ready for 2016; we will look into doing something in 2017. In the meantime, Ben Scrace can provide more water utility contacts in this area. Talk with DOH regional engineers regarding topics relevant to utilities on the Olympic Peninsula.
- Water Treatment - Fall 2016. John McClellan will organize. Will likely be held in Everett/Lynnwood area. Looking at a combination DOH and utility format, similar to the 2014 and 2015 workshops.
- Emergency Preparedness - Fall 2016. Jeff L will work with PNWS and PNCWA to generate new workshop program. This will hopefully be a "training-in-a-box" that we can take to multiple locations. Jeff L is looking for authors of the program then will look for instructors. Jeff M noted Anacortes would be happy to host.
- Asset Management - Tom Keown is currently working on program and will take to Spokane area in the fall. Will consider bringing program to NWWA in Fall 2016 or Winter 2017.
- Water Quality Communications - September 2016, location TBD. NWWA subsection will partner with the PNWS Water Quality Committee.

Other possibilities:

- Asbestos Cement (AC) pipe safety - 8 hour workshop, Megan Munro would be a qualified presenter when curricula and instructors are approved by L&I and then by WES. CEUs would be available.
- New Technologies and challenges.
- Valve and pipe basics - "training-in-a-box".
- Cross-connection (if not included in other workshops).
- Alternative water sources - Sedro Wooley - tour for a workshop. Presentation from Janicki Industries could occur at short school. Carl G will organize.



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- Leadership series / utility management (2016 is year one of the 3 year CEU cycle). Could coordinate with the Section utility management committee.
- Energy savings from an operator's perspective.
- Arc flash from TCC. May fit the safety slot we have been missing for the last several years. Chad with City of Everett may be a good instructor. Bridget will notify him before next Everett meeting. Jeff M and John M would like to see the curriculum.

2016 Events:

- Best Tasting Water Contest - February 24th, Skagit River Brewery, after the regulatory update workshop. Organized by Erin. There are five committed judges. 32 people signed up. 7 samples so far. Northwest Corrosion is sponsoring again this year. Carl Garrison will Emcee.
- Meter Madness Competition - Practice meters are on the way. We will hold south-end competition after the March board meeting at Alderwood Water & Wastewater District and a north-end competition during the Basic Waterworks Workshop in Anacortes. Eric will set up constant contact registration. The subsection will provide a scholarship for the winner to attend the PNWS Section Conference in Boise in May 2016.
- Wine for Water - Date and location TBD. Organized by Erin. Next planning committee meeting will be February 18th in Everett. We need silent auction items!
- Student/YP Tour and Networking Event - Date and location TBD. Eric, Bridget and Michael will organize a spring event to tour the Picnic Point wastewater treatment plant and follow up with a brewery tour, likely in April. Jeff M offered a tour of the Anacortes water treatment plant for future YP event in August.
- Subsection would like to participate in a college career fair this year at one of the local colleges. Snohomish County career fair on April 12th would be a good option. Eric and Bridget will look into. Could also use Short School as a venue to advertise AWWA. We will contact the Membership Committee to get swag. Jeff M will contact Kyle to inquire about using the AWWA mascot.

Expenditures approval:

- Workshops - NA
- Events - NA
- Miscellaneous - NA

Officers/Board Positions:

We are looking for nominations to fill the following positions:

- Secretary - Marla Carter nominated.



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- Membership Committee Chair - OPEN - need someone to connect with PNWS membership committee and organize recognition of utilities for their support of AWWA events.
- Safety Committee Chair - OPEN.
- Vice President - John McClellan nominated.
- Director 2016-2019 - Jeff Marrs nominated.

Elections will be held at the February 24th Regulatory Workshop.

Other Business

- Constant Contact list management - Jeff Lundt and Ben Scrace will start organizing lists but we need someone to take the lead on updating Constant Contact.
- Send workshop and event photos to Bridget.
- The 2016 Seattle Water for Life Reception is April 2, 2016 at Brightwater. Event is free and seats are available at the NWWA sponsored table.

Board Meetings / Events Schedule - *PLEASE put our Board meetings on your calendar, we need your presence and participation!!! Board meetings are open to ALL!*

2016 Subsection Meeting and Event Schedule:

- February 24th - Regulatory Update Workshop, Skagit PUD
- February 24th - Best Tasting Water Contest, Skagit River Brewery, 5 pm
- March 10th - Board Meeting and Meter Madness Competition, Alderwood Water and Wastewater District, 10 am
- March 24th - Basic Waterworks Workshop and Meter Madness Competition, Anacortes Library
- April 14th - Board Meeting, Lynden Water Treatment Plant, 10a
- May 12th - Board Meeting, Stanwood Fire Station, 10a
- June 14-15th - Short School, Lynnwood Convention Center
- June 15th - Board Meeting, Lynnwood Convention Center, 4p
- July - NA
- August - Summer Meeting, Beckman's
- September 8th - Board Meeting, Olympic View Water & Sewer District, 10a
- October 13th - Board Meeting, Arlington, 10a
- November 10th - Board Meeting, Skagit PUD, 12p
- December 8th - End of Year Meeting, Everett area, TBD



American Water Works Association
Pacific Northwest Section
Northwest Washington Subsection
Board Meeting Minutes

Minutes for Northwest Washington Subsection Meeting

March 10, 2016

10:00 AM - Alderwood Water & Wastewater District

Attendee	Representing	Email address
Bridget August	GeoEngineers	baugust@geoengineers.com
Eric Schey	TetraTech	Eric.schey@tetrattech.com
Erin Nishikawa	Associated Earth Sciences	enishikawa@aesgeo.com
Jeff Lundt	King County	jeff.lundt@kingcounty.gov
John McClellan	City of Everett	jmcclellan@ci.everett.wa.us
Mario	City of Anacortes	jeffm@cityanacortes.org
Ben Scrace	Whitney Equipment	bscrace@weci.com
Megan Munro	City of Everett	mmunro@everettwa.gov
Jeff Clarke	AWWD	jclarke@awwd.com
Mike Johnson	AWWD	mjohnson@awwd.com

Minutes of Decembers' meeting were accepted without change.

Financial Report - Financial report was provided. The subsection's current account balance is about \$42,000. This balance reflects all of the income and expenses from the Regulatory Update Workshop and contributions to the E&T and Scholarship funds. The next Lynnwood Convention Center payment is due in March.

Workshops and Events:

- Asbestos Cement (AC) pipe safety - Megan Munro has been working for several years to get a new protocol for safe handling of AC pipe and the required training approved by L&I. She is now ready to submit. This would be an 8 hour workshop with CEUs. If approved, Megan would become the sole WA instructor for this course. Other instructors could apply to L&I for trainer certification and take the class outside of our area. L&I charges \$1,250 per year to monitor the program. The board approved to cover the cost of the first two years to get the program up and running. The subsection will identify utilities with AC pipe (i.e. Tri-Cities and South Sound areas).

2016 Recap:

- Regulatory Update - February 24th at Skagit PUD organized by Michael Norton. Topics included Federal regulatory horizon, Revised Total Coliform Rule (RTCR), water main breaks, pressure management and the future of manganese. Nearly 90



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people attended including 8 speakers. Board elections were held during lunch (see below for results).

- Best Tasting Water Contest - February 24th, Skagit River Brewery, after the regulatory update workshop. Organized by Erin. There were five judges and about 30 attendees. Northwest Corrosion sponsored again this year. Carl Garrison emceed. 7 samples were submitted and the winner was City of Bellingham. Bridget will look into the cost of a plaque for the winners.

2016 Workshops:

Planned or on the drawing board:

- Basic Waterworks - two planned:
 - March 24th at Anacortes Library (Jeff M). Instructors will be Jeff Marrs and Jeff Lundt. 14 people registered including 3 students from Bellingham Technical College.
 - The second workshop will hopefully be in Lynden, date TBD. Jeff L will reach out to Ravyn Whitewolf.
- Short School - June 14-15. Jeff L will take the lead again. We need help with consultant sponsorships. Ben Scrace is helping with vendor attendance and vendor speakers. Program is coming together. All speaker slots have been filled. Two tours planned for Tuesday. Registration for vendors went out, 15 registered so far. Registration for participants will go out once CEUs are approved; likely early April. The AWWA mascot, Eddy, will be in attendance.
- Water Quality Communications - September 14, 2016, Brightwater Education Center. NWWA subsection will partner with the PNWS Water Quality Committee. Jeff L is coordinating with WQ Committee. Will need support setting up the venue. Mike J. offered to send someone to help.
- Water Treatment - October 20, 2016, AWWD. John McClellan will organize. Looking at a combination DOH and utility format, similar to the 2014 and 2015 workshops.
- Emergency Preparedness - Fall 2016. Jeff L will work with PNWS and PNCWA to generate new workshop program. This will hopefully be a "training-in-a-box" that we can take to multiple locations. Jeff L is looking for authors of the program then will look for instructors. Jeff M noted Anacortes would be happy to host.
- Asset Management - Tom Keown is currently working on program and will take to Spokane area in the fall. Will consider bringing program to NWWA in Winter 2017.
- Small System Local Training in Whatcom County - Whatcom County has received a grant from DOH to provide training to small systems in Whatcom Co. Dave Olsen reached out to NWWA to partner with them and help provide support, CEUs, etc. The subsection has agreed to support this effort, as needed.



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Other possibilities:

- New Technologies and challenges.
- Valve and pipe basics - "training-in-a-box".
- Cross-connection (if not included in other workshops).
- Alternative water sources - Sedro Wooley - tour for a workshop. Presentation from Janicki Industries could occur at short school. Carl G will organize.
- Leadership series / utility management (2016 is year one of the 3 year CEU cycle). Could coordinate with the Section utility management committee.
- Energy savings from an operator's perspective.
- Arc flash from TCC. May fit the safety slot we have been missing for the last several years. Chad with City of Everett may be a good instructor. Bridget will notify him before next Everett meeting. Jeff M and John M would like to see the curriculum.
- Customer Service - Mike J. heard that training was very well received and would like to bring that training up to NWWA.
- How to run an internship program - Jeff Clarke suggested bringing others with experience.
- Hydrant Classes, large valves - vendors could put on classes for free. Mike J. has contacts and occasionally brings in vendors to put on a class. Pump station example
- Basic O&M workshop - has been done in the past.

2016 Events:

- Meter Madness Competition - The competition will be at lunch during the Basic Waterworks Workshop in Anacortes on March 24th. The subsection will provide a scholarship for the winner to attend the PNWS Section Conference in Boise in May 2016.
- Wine for Water - September 9, 2016 at Carpenter Creek Winery. Organized by Erin. We need silent auction items!
- Student/YP Tour and Networking Event - April 22, 2016 - Picnic Point wastewater treatment plant tour and happy hour at Diamond Knot Brewery. Jeff M offered a tour of the Anacortes water treatment plant for future YP event in August.
- Subsection would like to participate in a college career fair this year at one of the local colleges. Still looking for one to attend that doesn't charge for a booth.

Expenditures approval:

- Workshops - AC pipe
- Events - New traveling plaque for Best Tasting Water contest
- Miscellaneous - NA



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Officers/Board Positions:

Elections were held at the February 24th Regulatory Workshop. The results for the 2016-2017 board are:

- President - Bridget August
- Vice President - John McClellan
- Treasurer - Eric Schey
- Secretary - Marla Carter
- Director 2014-2017 - Erin Nishikawa
- Director 2015-2018 - Ben Scrace
- Director 2016-2019 - Jeff Marrs
- Program Committee Chair - Jeff Lundt
- Membership Committee Chair - OPEN
- Safety Committee Chair - OPEN
- Webmaster - Eric Schey
- CEU Approval - Sara Tannahill

Other Business

- Send workshop and event photos to Bridget.
- The 2016 Seattle Water for Life Reception is April 2, 2016 at Brightwater. Event is free and seats are available at the NWWA sponsored table.
- Veterans Initiative -

Board Meetings / Events Schedule - PLEASE put our Board meetings on your calendar, we need your presence and participation!!! Board meetings are open to ALL!

2016 Subsection Meeting and Event Schedule:

- April 14th - Board Meeting, Lynden Water Treatment Plant, 10a
- April 22nd - YP Picnic Point Tour and Happy Hour at Diamond Knot MLT
- May 12th - Board Meeting, Stanwood Fire Station, 10a
- June 14-15th - Short School, Lynnwood Convention Center
- June 15th - Board Meeting, Lynnwood Convention Center, 4p
- July - NA
- August - Summer Meeting, Beckman's
- September 8th - Board Meeting, Olympic View Water & Sewer District, 10a
- September 9th - Wine for Water, Carpenter Creek Winery
- September 14th - Water Quality Communications Workshop, Brightwater
- October 13th - Board Meeting, Arlington, 10a
- October 20th - Water Treatment Workshop, AWWD
- November 10th - Board Meeting, Skagit PUD, 12p
- December 8th - End of Year Meeting, Everett area, TBD



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Board Meeting Minutes

Minutes for Northwest Washington Subsection Meeting

April 14, 2016

10:00 AM - Alderwood Water & Wastewater District

Attendee	Representing	Email address
Bridget August	GeoEngineers	baugust@geoengineers.com
Eric Schey	TetraTech	Eric.schey@tetrattech.com
Erin Nishikawa	Associated Earth Sciences	enishikawa@aesgeo.com
Jeff Lundt	King County	jeff.lundt@kingcounty.gov
Jeff Marrs	City of Anacortes	jeffm@cityanacortes.org
Ben Kuiken	City of Blaine	bkuiken@cityofblaine.com
Ally Hayes	City of Lynden	hayesa@lyndenwa.org
Josh Libolt	City of Lynden	liboltj@lyndenwa.org
Tami Adams	City of Lynden	adamst@lyndenwa.org
Stephen Banham	City of Lynden	banhams@lyndenwa.org

Minutes of March meeting were accepted without change.

Financial Report - Financial report was provided. The subsection's current account balance is about \$39,000. This balance reflects all of the income and expenses from the Short School and Water for Life reception. The final Lynnwood Convention Center payment is due in May.

Workshops and Events:

2016 Recap:

- Basic Waterworks - March 24th at Anacortes Library (Jeff M). Instructors will be Jeff Marrs and Jeff Lundt. 26 people registered (capacity) including 2 students from Bellingham Technical College.
- Meter Madness Competition - The competition was at lunch during the Basic Waterworks Workshop in Anacortes on March 24th. The subsection will provide a scholarship for the winner, Mario Gonzalez, to attend the PNWS Section Conference in Boise in May 2016. Next year will be a more formal, stand-alone event.
- Water for Life - \$55,000 raised from donations and silent auction.



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2016 Workshops:

Planned or on the drawing board:

- Short School - June 14-15. Jeff L taking the lead again. We need help with consultant sponsorships. Bridget will update letter and work with Jeff to send that out. Ben Scrace is helping with vendor attendance and vendor speakers. Program is coming together. All speaker slots have been filled, 66 hours of CEUs approved. Two tours planned for Tuesday. Registration for vendors went out, 16 registered so far. Registration for participants went out. Lynden will send a few people to help out with room monitoring. The AWWA mascot, Eddy, will be in attendance.
- Basic Waterworks - Fall 2016 - Lynden/Blaine area. Ravyn Whitewolf has agreed to help teach the course with help from Jeff M or Jeff L.
- Water Quality Communications - September 14, 2016, Brightwater Education Center. NWWA is partnering with the PNWS Water Quality Committee. Jeff L is coordinating. AWWD has offered to send someone to help set up.
- Water Treatment Workshop - October 20, 2016, AWWD. John McClellan will organize. Looking at a combination DOH and utility format, similar to the 2014 and 2015 workshops.
- Emergency Preparedness - Fall 2016. Jeff L will work with PNWS and PNCWA to generate new workshop program. This will hopefully be a "training-in-a-box" that we can take to multiple locations. Jeff L is looking for authors of the program then will look for instructors. Jeff M noted Anacortes would be happy to host.
- Water Storage - TBD - partnering with PNWS TCC Committee. Another training-in-a-box. Bridget owes Jeff information.
- Small System Local Training in Whatcom County - Whatcom County has received a grant from DOH to provide training to small systems in Whatcom Co. Dave Olsen reached out to NWWA to partner with them and help provide support, CEUs, etc. The subsection has agreed to support this effort, as needed.
- Asbestos Cement (AC) pipe safety - If approved by L&I, this would be an 8 hour workshop with CEUs and Megan Munro would become the sole WA instructor for this course. The board will cover the cost of the first two years to get the program up and running. The subsection will help identify utilities with AC pipe (i.e. Tri-Cities and South Sound areas).

Other possibilities:

- Asset Management - Tom Keown is currently working on program and will take to Spokane area in the fall. Will consider bringing program to NWWA in Winter 2017.
- New Technologies and challenges.
- Valve and pipe basics - "training-in-a-box".
- Cross-connection (if not included in other workshops).



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- Alternative water sources - Sedro Wooley - tour for a workshop. Presentation from Janicki Industries could occur at short school. Carl G will organize.
- Leadership series / utility management (2016 is year one of the 3 year CEU cycle). Could coordinate with the Section utility management committee.
- Energy savings from an operator's perspective.
- Arc flash from TCC. May fit the safety slot we have been missing for the last several years. Chad with City of Everett may be a good instructor. Bridget will notify him before next Everett meeting. Jeff M and John M would like to see the curriculum.
- Customer Service - Mike J. heard that training was very well received and would like to bring that training up to NWWA.
- How to run an internship program - Jeff Clarke suggested bringing others with experience.
- Hydrant Classes, large valves - vendors could put on classes for free. Mike J. has contacts and occasionally brings in vendors to put on a class. Pump station example
- Basic O&M workshop - has been done in the past.
- Pumps 101 - pump curves, theories. Should talk to Pump Tech.
- Basic electrical - concepts, definitions, safety, theory, reading drawings and controls.
- Laboratory work - basic lab test (jar testing); make it a hands-on training.

2016 Events:

- Student/YP Tour and Networking Event - April 22, 2016 - 2:00 meet at AWWA. 1.5 to 2 hours Picnic Point wastewater treatment plant tour and happy hour at Diamond Knot Brewery. Offering CEUs at future tours was discussed but it was determined to keep these events simple and relatively short for now, with the focus on networking and making connections.
- Jeff M offered a tour of the Anacortes water treatment plant for future YP event in August.
- Lynden offered a tour of the Lynden WTP in Spring 2017 with networking at Overflow Taps who donate \$0.25 per pint to Charity Water, could combine with a local Brewers Night.
- Wine for Water - September 9, 2016 at Carpenter Creek Winery. Organized by Erin. We need silent auction items! Need a band. Need to figure out food.
- Subsection would like to participate in a college career fair this year at one of the local colleges. Still looking for one to attend that doesn't charge for a booth. The Lynden folks suggested reaching out to Bellingham Technical College (Tony), Whatcom Community College (also a good venue for workshops), Skagit Community College (offers an operator certification)



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Expenditures approval:

- Workshops - NA
- Events - Plaques for meter madness and best tasting water events
- Miscellaneous - NA

Other Business

- Send workshop and event photos to Bridget.

Board Meetings / Events Schedule - PLEASE put our Board meetings on your calendar, we need your presence and participation!!! Board meetings are open to ALL!

2016 Subsection Meeting and Event Schedule:

- April 22nd - YP Picnic Point Tour and Happy Hour at Diamond Knot MLT
- May 12th - Board Meeting, Stanwood Fire Station, 10a
- June 14-15th - Short School, Lynnwood Convention Center
- June 15th - Board Meeting, Lynnwood Convention Center, 4p
- July - NA
- August - Summer Meeting, Beckman's
- September 8th - Board Meeting, Olympic View Water & Sewer District, 10a
- September 9th - Wine for Water, Carpenter Creek Winery
- September 14th - Water Quality Communications Workshop, Brightwater
- October 13th - Board Meeting, Arlington, 10a
- October 20th - Water Treatment Workshop, AWWD
- November 10th - Board Meeting, Skagit PUD, 12p
- December 8th - End of Year Meeting, Everett area, TBD



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Minutes for Northwest Washington Subsection Meeting

May 12, 2016

10:00 AM - Stanwood Fire Station

Attendee	Representing	Email address
Bridget August	GeoEngineers	baugust@geoengineers.com
Eric Schey	TetraTech	Eric.schey@tetrattech.com
Erin Nishikawa	Associated Earth Sciences	enishikawa@aesgeo.com
Jeff Lundt	King County	jeff.lundt@kingcounty.gov
Jeff Marrs	City of Anacortes	jeffm@cityanacortes.org
Michele Campbell	RH2	mcampbell@rh2.com
Sara Tannahill	MSA	Sara.tannahill@msa-ep.com
Jess Little	MSA	Jess.little@msa-ep.com
Ben Scrace	Whitney Equipment	Bscrace.weci.com
Marla Carter	City of Everett	mcarter@everettwa.gov

Minutes of April meeting - The minutes were accepted with one correction; change the meeting location to the Lynden Water Treatment Plant.

Financial Report - Financial report was provided. The subsection's current account balance is about \$35,000. This balance reflects all of the income and expenses from the Short School to date but does not include all corporate sponsorships. The final Lynnwood Convention Center payment was submitted in May.

Workshops and Events:

2016 Recap:

- Student/YP Tour and Networking Event - April 22, 2016 - Alderwood Water & Wastewater District Picnic Point wastewater treatment plant tour and networking happy hour at Diamond Knot Brewery. 15 people (including 4 students) attended the tour and 8 people (YPs, SPs, and students) attended the networking event at Diamond Knot.
- PNWS Conference in Boise - May 4-6, 2016 - Over 700 people in attendance; double what was anticipated. The NWWA subsection Meter Madness representative, Mario Gonzales, placed 3rd overall in the competition. The NWWA subsection Best Tasting Water contest representative, City of Bellingham, was not able to participate because their sample didn't make it to Boise. Bellingham will be able to compete next year regardless of whether they place first in our subsection contest. Next year we will host a stand-alone Meter Madness (March Meter Madness) competition and possibly a Top-Ops event (due to interest from Lynden, Anacortes, and Everett).



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2016 Workshops:

Planned or on the drawing board:

- Short School - June 14-15. Jeff L taking the lead again.
 - Sponsorship letters/emails went out last week. We have 5 sponsors so far. Bridget will follow up with past sponsors who haven't signed up yet.
 - Ben Scrace is helping with vendor attendance and vendor speakers. Ben Ware will assist with vendors. Registration for vendors went out, 16 registered so far.
 - Registration for participants went out. All speaker slots have been filled, 63 hours of CEUs have been submitted. Sara will let us know when they have been approved. Two tours planned for Tuesday; Brightwater Wastewater Treatment Plant and City of Everett/AWWD Reservoirs & Pump Stations.
 - Need a few more room monitors and other volunteers including someone to run Spare Change jar, registration table, and membership booth. Eric organizing A/V equipment. AWWA mascot, Eddy, will be in attendance.
- Asbestos Cement (AC) pipe safety - Megan Munro is teaching this class to Tacoma Water on June 14, 2016. L&I will be there. If approved by L&I, this would be an 8 hour workshop with CEUs and Megan would become the sole WA instructor for this course. The board will cover the cost of the first two years to get the program up and running. The subsection will help identify utilities with AC pipe (i.e. Tri-Cities and South Sound areas). We will apply for CEUs once the curriculum is approved.
- Basic Waterworks - Fall 2016 - Lynden/Blaine area. Ravyn Whitewolf has agreed to help teach the course with help from Jeff M or Jeff L. Jeff L. will follow up with Ravyn. Sara will reapply for CEUs.
- Water Quality Communications - September 14, 2016, Brightwater Education Center. NWWA is partnering with the PNWS Water Quality Committee. Jeff L is coordinating. AWWD has offered to send someone to help set up.
- Water Treatment Workshop - October 20, 2016, AWWD. John McClellan will organize. Looking at a combination DOH and utility format, similar to the 2014 and 2015 workshops. John is pulling abstracts together.
- Emergency Preparedness - Fall 2016. Jeff L will work with PNWS and PNCWA to generate new workshop program. This will hopefully be a "training-in-a-box" that we can take to multiple locations. Jeff L is looking for authors of the program then will look for instructors. Jeff M noted Anacortes would be happy to host.
- Water Storage - TBD - partnering with PNWS TCC Committee. Another training-in-a-box. We will likely take this to the Peninsula or another subsection since we held this workshop in NWWA last year. Bridget owes Jeff information.
- Small System Local Training in Whatcom County - Whatcom County has received a grant from DOH to provide training to small systems in Whatcom Co. Dave Olsen reached out to NWWA to partner with them and help provide support, CEUs, etc. The subsection has



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agreed to support this effort, as needed. Bridget will reach out to Dave this summer so we are prepared for the fall.

Other possibilities:

- Asset Management
- New Technologies and challenges.
- Valve and pipe basics - "training-in-a-box".
- Cross-connection (if not included in other workshops).
- Alternative water sources - Sedro Wooley - tour for a workshop.
- Leadership series / utility management (2016 is year one of the 3 year CEU cycle).
- Energy savings from an operator's perspective.
- Arc flash from TCC.
- Customer Service
- How to run an internship program.
- Hydrant Classes, large valves.
- Basic O&M workshop.
- Pumps 101 - pump curves, theories. Jeff talked to Pump Tech and Joe Evans is willing to teach.
- Basic electrical - concepts, definitions, safety, theory, reading drawings and controls. Tetra Tech can help.
- Laboratory work - basic lab test (jar testing); make it a hands-on training.

2016 Events:

- Wine for Water - September 9, 2016 at Carpenter Creek Winery. Organized by Erin. We need silent auction items! Need a band. Bill and Teddy Beckman have volunteered to provide all of the food. The subsection will reimburse food expenses.
- Student/YP Tour and Networking Event - September 16, 2016. Tour the Anacortes WTP followed by networking happy hour at Skagit River Brewery. Eric and Bridget will reach out to potential sponsors as well as PNCWA and PNWS YP Committee and local colleges.
- Career Fair - Still looking for one to attend that doesn't charge for a booth. The Lynden folks suggested reaching out to Bellingham Technical College (Tony), Whatcom Community College (also a good venue for workshops), Skagit Community College (offers an operator certification). Nate Morgan, Northshore Utility District, suggested two career fairs in the fall that we will look into.
- Student/YP Tour and Networking Event - Spring 2017. Tour the Lynden WTP with networking happy hour at Overflow Taps who donate \$0.25 per pint to Charity Water.



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Expenditures approval:

- Workshops -
- Events -
- Miscellaneous -\$200 for the purchase of NWWA logo pens for use at the Short School and other workshops was approved by the board.

Other Business

- Send workshop and event photos to Bridget.
- Jeff M suggested having board members attend the June 6th City of Anacortes Council Meeting to present plaques to the City in recognition of Mario Gonzales placing 1st at the NWWA Meter Madness competition and 3rd at the PNWS competition and to thank the City for their support. Bridget and Erin will try to attend.
- NWWA Scholarship and E&T fund - Jeff L is working on making sure all of our donations have been recognized and tallied up. The subsection awarded two named scholarships this year. Bridget will reach out to the scholarship recipients so we can recognize them on our website.
- Membership emails - We are not currently receiving membership update emails from PNWS. Bridget will contact Andreau to get on the email list.

Board Meetings / Events Schedule - *PLEASE put our Board meetings on your calendar, we need your presence and participation!!! Board meetings are open to ALL!*

2016 Subsection Meeting and Event Schedule:

- June 14-15th - Short School, Lynnwood Convention Center
- June 15th - Board Meeting, Lynnwood Convention Center, 4p
- July - NA
- August - Summer Meeting, Beckman's
- September 8th - Board Meeting, Olympic View Water & Sewer District, 10a
- September 9th - Wine for Water, Carpenter Creek Winery
- September 14th - Water Quality Communications Workshop, Brightwater
- September 16th - YP/Student Anacortes Water Treatment Plant Tour and Networking
- October 13th - Board Meeting, Arlington, 10a
- October 20th - Water Treatment Workshop, AWWD
- November 10th - Annual Planning Meeting, Skagit PUD, 12p
- December 8th - End of Year Meeting, Everett area, TBD



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Minutes for Northwest Washington Subsection Meeting

June 15, 2016

4:00 PM - Lynnwood Convention Center

Attendee	Representing	Email address
Bridget August	GeoEngineers	baugust@geoengineers.com
Eric Schey	TetraTech	Eric.schey@tetrattech.com
Erin Nishikawa	Associated Earth Sciences	enishikawa@aesgeo.com
Jeff Lundt	King County	jeff.lundt@kingcounty.gov
Jeff Marrs	City of Anacortes	jeffm@cityanacortes.org
John McClellan	City of Everett	jmcclellan@ci.everett.wa.us
Clair Olivers	Clair Olivers & Associates	clair@colivers.com
Ben Scrace	Whitney Equipment	Bscrace.weci.com

Minutes of May meeting - The minutes were accepted without change.

Financial Report - Financial report was provided. The subsection's current account balance is about \$44,000. This balance reflects most of the income and expenses from the Short School to date.

Workshops and Events:

2016 Recap:

- Meter Madness award presentation at City of Anacortes Council Meeting - June 6. Bridget, Erin, and Ben attended the June 6th City of Anacortes Council Meeting to present plaques to the City in recognition of Mario Gonzales placing 1st at the NWWA Meter Madness competition and 3rd at the PNWS competition and to thank the City for their support.
- Short School - June 14-15. Jeff L led the effort again this year.
 - Bridget assisted with sponsor solicitation this year and we had 8 corporate sponsors.
 - Ben Scrace took the lead on vendor attendance and vendor speakers with assistance from Ben Ware. There were 30 vendor booths this year. Cues donated a tablet for raffle. Vendors would like to add another raffle prize to increase traffic through the vendor booths.
 - 61 hours of CEUs were offered. Two tours on Tuesday; Brightwater Wastewater Treatment Plant and City of Everett/AWWD Reservoirs & Pump Stations.
 - 74 2-day members, 12 1-day members, 15 2-day non-members, 7 1-day non-members registrations; 3 scholarships provided.



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- About 35 room monitors and other volunteers each day including someone to run Spare Change jar, registration table, and membership booth. Eric organized A/V equipment. AWWA mascot, Eddy, was in attendance. Good for vendor day.
- Things to consider for spare change jar next year: keeping as is, adding the ability to run credit/debit cards for the spare change jar, focus it on one or two benevolences rather than 3, drop it all together, change to a new fundraising method (poker table with the house taking a percentage, 50-50 raffle, etc.). We need a champion for the spare change jar.
- Will get email distribution lists from Randy Black for water and waste water utilities in Pierce County and tap into other utility lists to broaden advertisement.
- Offer field trips every-other year rather than every year.

2016 Workshops:

Planned or on the drawing board:

- Water Quality Communications - September 14, 2016, Brightwater Education Center. NWWA is partnering with the PNWS Water Quality Committee. Jeff L is coordinating. AWWD has offered to send someone to help set up but we may need more volunteers.
- Basic Waterworks - September 20, 2016 - Lynden. Ravyn Whitewolf has agreed to help teach the course with help from Jeff L. The subsection will reapply for CEUs with a tour option that would make the class a 0.7 CEU workshop.
- Water Treatment Workshop - October 20, 2016, AWWD. John McClellan is organizing. Looking at a combination DOH and utility format with a focus on treatment responses to reservoir water quality. John has received three abstracts and will work on the rest. Will be a 0.6 CEU program.
- Emergency Preparedness - Fall 2016. Jeff L will work with PNWS and PNCWA to generate new workshop program. This will hopefully be a "training-in-a-box" that we can take to multiple locations. Jeff L is looking for authors of the program then will look for instructors. The goal is to take offer the "beta" version in Fall 2016. Jeff M noted Anacortes would be happy to host and possibly the Olympic Peninsula.
- Water Storage - TBD - partnering with PNWS TCC Committee. Another training-in-a-box. We will likely take this to the Peninsula or another subsection since we held this workshop in NWWA last year. Bridget owes Jeff information.
- Small System Local Training in Whatcom County - Whatcom County has received a grant from DOH to provide training to small systems in Whatcom Co. Dave Olsen reached out to NWWA to partner with them and help provide support, CEUs, etc. The subsection has agreed to support this effort, as needed. Bridget will reach out to Dave this summer so we are prepared for the fall.
- Asbestos Cement (AC) pipe safety - Megan Munro is teaching this class to Tacoma Water on June 14, 2016. L&I will be there. If approved by L&I, this would be an 8 hour workshop



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with CEUs and Megan would become the sole WA instructor for this course. The board will cover the cost of the first two years to get the program up and running. The subsection will help identify utilities with AC pipe (i.e. Tri-Cities and South Sound areas). We will apply for CEUs once the curriculum is approved.

2016 Events:

- Wine for Water - September 9, 2016 at Carpenter Creek Winery. Organized by Erin. We need silent auction items! The band will be Ol' Town Tonic. Bill and Teddy Beckman have volunteered to provide all of the food. The subsection will reimburse food expenses.
- Student/YP Tour and Networking Event - September 16, 2016. Tour the Anacortes WTP followed by networking happy hour at Skagit River Brewery. Eric and Bridget will reach out to potential sponsors as well as PNCWA and PNWS YP Committee and local colleges.
- Career Fair - Still looking for one to attend that doesn't charge for a booth. The Lynden folks suggested reaching out to Bellingham Technical College (Tony), Whatcom Community College (also a good venue for workshops), Skagit Community College (offers an operator certification). Nate Morgan, Northshore Utility District, suggested two career fairs in the fall that we will look into. Now have a Career Fair booth kit provided by PNWS.
- Student/YP Tour and Networking Event - Spring 2017. Tour the Lynden WTP with networking happy hour at Overflow Taps who donate \$0.25 per pint to Charity Water.

Expenditures approval:

- Workshops - NA
- Events - NA
- Miscellaneous - NA

Other Business

- Document Storage in the Cloud - the subsection has cloud storage available
- Membership emails - We are not currently receiving membership update emails from PNWS. Bridget will contact Andreau to get on the email list.
- Need Membership Committee Chair person - It was suggested that Ben Ware and Danielle Galbraith share the duties.
- Student Membership Scholarships - the board agreed to offer student scholarships to two current interns with KCWTD.
- Send workshop and event photos to Bridget.

Board Meetings / Events Schedule - *PLEASE put our Board meetings on your calendar, we need your presence and participation!!! Board meetings are open to ALL!*



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2016 Subsection Meeting and Event Schedule:

- July - NA
- August - Summer Meeting, Beckman's
- September 8th - Board Meeting, Olympic View Water & Sewer District, 10a
- September 9th - Wine for Water, Carpenter Creek Winery
- September 14th - Water Quality Communications Workshop, Brightwater
- September 16th - YP/Student Anacortes Water Treatment Plant Tour and Networking
- September 20th - Basic Waterworks with Lynden WTP Tour, Lynden
- October 13th - Board Meeting, Arlington, 10a
- October 20th - Water Treatment Workshop, AWWD
- November 10th - Annual Planning Meeting, Skagit PUD, 12p
- December 8th - End of Year Meeting, Everett area, TBD



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Minutes for Northwest Washington Subsection Meeting

September 8, 2016

10:00 AM - Olympic View Water & Sewer District

Attendee	Representing	Email address
Bridget August	GeoEngineers	baugust@geoengineers.com
Eric Schey	TetraTech	Eric.schey@tetrattech.com
Erin Nishikawa	Associated Earth Sciences	enishikawa@aesgeo.com
Megan Munro	City of Everett	mmunro@everettwa.gov
Chad Cabe	City of Everett	ccabe@everettwa.gov
John McClellan	City of Everett	jmcclellan@everettwa.gov
Ben Scrace	Whitney Equipment	Bscrace.weci.com
Marla Carter		marlajeancarter@gmail.com

Minutes of August meeting - The minutes were accepted without change.

Financial Report - Financial report was provided. The subsection's current account balance is about \$52,000. This balance reflects the income and expenses from the Short School as well as the upcoming Wine for Water event.

Workshops and Events:

2016 Recap:

- NA

2016 Workshops:

Planned or on the drawing board:

- **Water Quality Communications** - September 14, 2016, Brightwater Education Center. NWWA is partnering with the PNWS Water Quality Committee. Jeff L is coordinating. Thirty people have registered.
- **Basic Waterworks** - September 20, 2016 - Lynden. Ravyn Whitewolf has agreed to help teach the course with help from Jeff L. The subsection has reapplied and been approved for CEUs with a tour option that would make the class a 0.7 CEU workshop.
- **Water Treatment Workshop** - October 20, 2016, AWWD. John McClellan has all the speakers lined up. Looking at a combination DOH and utility format with a focus on treatment responses to reservoir water quality. Will be a 0.6 CEU program.
- **Water Storage** - TBD - partnering with PNWS TCC Committee. Another training-in-a-box. We will likely take this to the Peninsula or another subsection since we held this workshop in NWWA last year. Bridget owes Jeff information.



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- Small System Local Training in Whatcom County - Whatcom County has received a grant from DOH to provide training to small systems in Whatcom Co. This workshop is on hold.
- Asbestos Cement (AC) pipe safety - Megan Munro taught this class to Tacoma Water on June 14, 2016. L&I was not present to approve the class. Megan will research another location and date that will work for L&I. If approved by L&I, this would be an 8 hour work shop with CEUs and Megan would become the sole WA instructor for this course. The board will cover the cost of the first two years to get the program up and running. The subsection will help identify utilities with AC pipe (i.e. Tri-Cities and South Sound areas). We will apply for CEUs once the curriculum is approved.

2017 Workshops:

- Emergency Preparedness - winter 2017. Jeff L will work with PNWS to generate new workshop program. This will hopefully be a "training-in-a-box" that we can take to multiple locations. Jeff L is looking for authors of the program then will look for instructors. The goal is to take offer the "beta" version in winter 2017. Jeff M noted Anacortes would be happy to host and possibly the Olympic Peninsula.

2016 Events:

- Wine for Water - September 9, 2016 at Carpenter Creek Winery. Organized by Erin. The band will be Ol' Town Tonic. Bill and Teddy Beckman are catering the food. The subsection will reimburse food expenses. There are 90 people signed up for the event and \$11,020 collected to date. This includes \$8,500 in sponsorships (\$1,000 from subsection)
- Student/YP Tour and Networking Event - September 16, 2016. Twenty-four are signed up to tour the Anacortes WTP followed by networking happy hour at Skagit River Brewery. Eric and Bridget will reach out to potential sponsors as well as PNCWA and PNWS YP Committee and local colleges.
- Career Fair - Still looking for one to attend that doesn't charge for a booth. The Lynden folks suggested reaching out to Bellingham Technical College (Tony), Whatcom Community College (also a good venue for workshops), Skagit Community College (offers an operator certification). Nate Morgan, Northshore Utility District, suggested two career fairs in the fall that we will look into. Now have a Career Fair booth kit provided by PNWS.
- Student/YP Tour and Networking Event - Spring 2017. Tour the Lynden WTP with networking happy hour at Overflow Taps who donate \$0.25 per pint to Charity Water.

Expenditures approval:

- Workshops - NA
- Events - NA



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- Miscellaneous - Bridget requested \$300 for thank you recognition for the Wine for Water event. John McClellan made a motion to approve up to \$300 for thank you's for the Wine for Water event. Motion was seconded and unanimously approved.

Other Business

- Document Storage in the Cloud - the subsection has cloud storage available
- Membership emails - We are not currently receiving membership update emails from PNWS. Bridget will contact Andrea to get on the email list.
- Need Membership Committee Chair person - It was suggested that Ben Ware and Danielle Galbraith share the duties.
- Student Membership Scholarships - the board agreed to offer student scholarships to two current interns with KCWTD.
- Send workshop and event photos to Bridget.
- Benevolence E & T and Scholarships - due to the timing of allocation of collected funds for the E & T and scholarship money there is a delay in the allocation. John McClellan made a motion that the subsection sends the benevolence contributions to E & T and scholarship funds for 2017 in October 2016. Motion was seconded. Votes in favor - 4, opposed - 2. Motion carried.
- PNWS-AWWA Fall Trustee meeting will be October 5 - 7, 2016 in Spokane at the Davenport Hotel.
- Safety - Megan Munro reported that she is meeting with other section safety representatives this week to discuss future of safety training. There are new safety rules on the horizon. There is going to need to be a shift in the methodology for providing training. Safety training will no longer be provided by utility safety staff, but most likely subject matter experts will be hired to provide training in the future. Safety resources could be placed on the section website. Megan will keep us updated.

Board Meetings / Events Schedule - PLEASE put our Board meetings on your calendar, we need your presence and participation!!! Board meetings are open to ALL!

2016 Subsection Meeting and Event Schedule:

- September 8th - Board Meeting, Olympic View Water & Sewer District, 10a
- September 9th - Wine for Water, Carpenter Creek Winery
- September 14th - Water Quality Communications Workshop, Brightwater
- September 16th - YP/Student Anacortes Water Treatment Plant Tour and Networking
- September 20th - Basic Waterworks with Lynden WTP Tour, Lynden
- October 13th - Board Meeting, Arlington, 10a
- October 20th - Water Treatment Workshop, AWWD
- November 10th - Annual Planning Meeting, Skagit PUD, 12p
- December 8th - End of Year Meeting, Everett area, TBD



American Water Works Association
Pacific Northwest Section
Northwest Washington Subsection
Board Meeting Minutes

Minutes for Northwest Washington Subsection Meeting

October 13, 2016

10:00 AM – Arlington

Attendee	Representing	Email address
Eric Schey	TetraTech	Eric.schey@tetrattech.com
Erin Nishikawa	Associated Earth Sciences	enishikawa@aesgeo.com
Jeff Lundt	KCWTD	Jeff.lundt@kingcounty.gov
Jeff Marrs	City of Anacortes	jeffm@cityofanacortes.org
Ben Scrace	Whitney Equipment	Bscrace.weci.com
Marla Carter		marlajeanarter@gmail.com

Minutes of September meeting – The minutes were accepted without change.

Financial Report – Wine for Water net proceeds to go to WFP is \$14,246.76. Financial report was provided. The subsection's current account balance is \$57,952.29. After the Wine for Water check is sent the balance will be \$43,705.53.

Workshops and Events:

2016 Recap:

- Water Quality Communications – September 14, 2016, Brightwater Education Center. NWWA partnered with the PNWS Water Quality and Public Information Committees. Jeff L coordinated. More than 40 people attended.
- Basic Waterworks – September 20, 2016, Lynden. Peg Wendling, Ravyn Whitewolf and Jeff Lundt taught the workshop. The workshop and tour were approved for CEUs for 0.7 CEU's. Seven attendees.

2016 Workshops:

Planned or on the drawing board:

- Water Treatment Workshop – October 20, 2016, AWWD. 43 people signed up. John McClellan has all the speakers lined up. A combination DOH and utility format with a focus on treatment responses to reservoir water quality. Will be a 0.6 CEU program.
- Small System Local Training in Whatcom County – Whatcom County has received a grant from DOH to provide training to small systems in Whatcom Co. This workshop is on hold.
- Asbestos Cement (AC) pipe safety – Megan Munro taught this class to Tacoma Water on June 14, 2016. No representatives from L&I were present to approve the class. Megan will research another location and date that will work for L&I. If approved by L&I, this would be an 8 hour work shop with CEUs and Megan would become the sole WA instructor for this course. The board will cover the cost of the first two years to get the program up and running. The subsection will help identify utilities with AC pipe (Walla Walla and Bremerton have been identified as potential utilities with AC pipe). We will apply for CEUs once the curriculum is approved.



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2017 Workshops:

- Emergency Preparedness – winter 2017. Jeff L will work with PNWS and PNCWA to generate new workshop program. This will hopefully be a “training-in-a-box” that we can take to multiple locations. Jeff L is looking for authors of the program then will look for instructors. The goal is to take offer the “beta” version in winter 2017. Jeff M noted Anacortes would be happy to host and possibly the Olympic Peninsula.
- Water Regulations – Mike to coordinate?
- Pumps – Jeff L contacted Pump Tech. Joe Evans has retired but Pump Tech will pay him to come up and teach the pump workshop. Ben and Eric both said they could help find additional speakers.
- Basic Water Works – Fall 2016. Coordinate with Mike Johnson at Alderwood for a date.
- Short School – Lynnwood Convention Center – June 6-7. The vendors will host a new technology track on Wednesday. There will be an YP networking event. Jeff has been asked by Ed G, PNCWA, if they will receive a portion of the profit from this year’s event. The profit is around \$6,000. Erin made a motion that we give PNCWA \$650 for this year and meet with PNCWA to discuss their involvement and breakdown of profit distribution in 2017 and come to an agreement prior to the short school. Eric seconded the motion. Five yes and one no vote. Motion passed.
- Water Storage – TBD – partnering with PNWS TCC Committee. Another training-in-a-box. We will likely take this to the Peninsula or another subsection since we held this workshop in NWWA last year. Bridget owes Jeff information.

2016 Events:

- Wine for Water – September 9, 2016 at Carpenter Creek Winery. Organized by Erin. The band was Ol’ Town Tonic. Bill and Teddy Beckman catered the food, which was very good. The cost for food was around \$300, which is less than last year. Wine for Water event netted \$14,246.76 for WFP.
- Student/YP Tour and Networking Event – September 16, 2016. Twenty people attended the tour of the Anacortes WTP followed by networking happy hour at Skagit River Brewery. There were three students from Everett Community College.
- College Career Fair - Still looking for one to attend that doesn’t charge for a booth. The Lynden folks suggested reaching out to Bellingham Technical College (Tony), Whatcom Community College (also a good venue for workshops), Skagit Community College (offers an operator certification). Nate Morgan, Northshore Utility District, suggested two career fairs in the fall that we will look into. Now have a Career Fair booth kit provided by PNWS.

2017 Events:

- Student/YP Tour and Networking Event – Spring 2017. Tour the Lynden WTP with networking happy hour at Overflow Taps who donate \$0.25 per pint to Charity Water.

Expenditures approval:

- Events – YP Summit - Eric reported that PNWS-AWWA and PNCWA are sponsoring an YP summit on November 4, 2016 and are looking for sponsors. Sponsorship levels are:
 - \$100 – display logo
 - \$250 – 1 free admission and logo on event or meal sponsorship
 - \$500 – 2 free admission and logo on event or meal sponsorshipErin made a motion to sponsor the YP Summit at the \$250 level; seconded by Jeff M. Motion passed unanimously.



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Other Business

- Membership emails – Erin received a membership update from PNWS.
- Need Membership Committee Chair person – It was suggested that Ben Ware and Danielle Galbraith share the duties.
- Student Membership Scholarships – the board agreed to offer student scholarships to two current interns with KCWTD. One student followed up.
- PNWS-AWWA Fall Trustee meeting will be October 5 – 7, 2016 in Spokane at the Davenport Hotel. Jeff L attended.

2016 Subsection Meeting and Event Schedule:

- October 20th – Water Treatment Workshop, AWWA
- November 10th – Annual Planning Meeting, Skagit PUD, 12p
- December 8th – End of Year Meeting, Everett area, TBD



American Water Works Association
Pacific Northwest Section
Northwest Washington Subsection
Board Meeting Minutes

Meeting Minutes November 10, 2016

12:00 PM – Skagit PUD

In Attendance:

Attendee	Representing	Email address
Bridget August	GeoEngineers	baugust@geoengineers.com
Ed Heidt	Skagit PUD	heidt@skagitpud.org
John McClellan	City of Everett	jmcclellan@everettwa.gov
Mark Semrau	Skagit PUD	semrau@skagitpud.org
Jeff Lundt	KCWTD	Jeff.lundt@kingcounty.gov
Jeff Marrs	City of Anacortes	jeffm@cityofanacortes.org
Ben Scrace	Whitney Equipment	Bscrace.weci.com
Marla Carter	The World at Large	marlajecarter@gmail.com

Minutes of the previous meeting were accepted without change.

Treasurer's Report– After the second payment subtracted for the short school, the balance is approximately \$35,000.

Workshops and Events:

2016 Recap:

- Water Treatment – October 20, 2016, Alderwood Water and Wastewater District – John McClellan reported that there were about 32 people in attendance. Well received.

2016 Workshops:

Planned or on the drawing board:

- None - That's a wrap for 2016! GOOD JOB EVERYONE!!

2017 Workshops:

Planned or on the drawing board:

- Basic Waterworks – February 2017 – AWWD – Jeff Lundt
- Water Regulation with DOH - March 2 – Skagit PUD - John M and Jeff M will work together on this workshop. DOH is willing to do an all day workshop. Coordinate with Chris McCord.
- Emergency Preparedness – Spring 2017 – Olympic Peninsula – Jeff Lundt
- Pumps – Pump Tech, Joe Evans, and Whitney Equipment - Spring 2017 – Brightwater – Jeff Lundt
- Basic Waterworks – Spring 2017 – Olympic Peninsula? – Jeff Lundt
- Short School – June 6-7 - Lynnwood Convention Center – Jeff Lundt
- RO Workshop – September 8 – Anacortes – Carl Garrison
- Water Treatment (Filters) – October 2017 – AWWD - John McClellan
- Basic Waterworks & Emergency Preparedness – Fall 2017 – Whidbey Island or Anacortes? – Jeff Lundt
- Distribution O & M – Fall 2017 – Bellingham – Jeff Lundt
- AC Pipe Safety – TBD - Jeff Lundt and Megan Munro



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2017 Events:

- Best Tasting Water Contest – March 2 - Skagit River Brewery
- Meter Madness – March 9 - Boundary Bay Brewing, immediately following the March board meeting
- Top Ops – Jeff Marrs will recruit for a team in 2017
- YP/Student Event – April 2017 - Lynden Water Treatment Plant Tour and Networking Event at Overflow Taps – Eric, Bridget, and Jeff M
- College Career Fair – TBD – Bridget will ask Kyle for training at winter meeting
- YP Fall Event - TBD

Expenditures approval: None

Other Business

- Subsection elections will be held on March 2 during the lunch break at the DOH workshop
 - President - Bridget for another year
 - Vice-President - John M for another year
 - Treasurer – Eric for another year
 - Secretary - Open
 - Director, need to check with Erin
- E&T Fund Donation – we will be sending the 2017 donation early so that the funds are accounted for available in 2017
- PNWS Winter Meeting, Vancouver, Feb. 1-3, 2017 – Jeff Lund, Jeff Marrs, Bridget, Marla, and John M are all interested in attending. Will decide final attendees in Dec-Jan.
- Kudos for Ravyn Whitewolf's executive credential from APWA
- Membership updates from PNWS – Bridget received a membership report from the section membership committee. Ben Ware will take on the Membership Committee Chair position and send welcome letters to new members on a regular basis.
- PNWS Committee and Subsection slideshow – Jeff L drafted and has routed for comments.

Meeting Schedule – 2nd Thursday of the Month at 10:00 am except where noted

January 12	Everett
February 9	Oak Harbor
March 9	Bellingham
April 13	Marysville
May 11	Port Townsend
June 7	Lynnwood CC, 4:00 pm
July	No meeting
August 10	Beckman's, 4:00 pm
September 14	AWWD, Lynnwood
October 12	Blaine
November 9	Skagit PUD, Mount Vernon
December 14	Everett/Mukilteo; 4:00 pm



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3. 2017 Proposed schedule of meetings and events



PNWS-AWWA Subsection Meeting Schedule

Please list your upcoming Subsection meeting schedule even if the schedule is proposed or tentative. Please list date, meeting location and topic of discussion. Please mark those dates that are tentative with an asterisk (*) (Attach multiple sheets as needed)

Date	Location	Discussion Topics	
1/12/2017	Everett	Subsection Board Meeting	
2/9/2017	Oak Harbor	Subsection Board Meeting	
2/22/2017	AWWD	Basic Waterworks Workshop	
3/2/2017	Skagit PUD	Water Regulation with DOH Workshop	
3/2/2017	Skagit River Brewery	Best Tasting Water Contest	
3/9/2017	Bellingham	Subsection Board Meeting	
3/9/2017	Boundary Bay Brewing	Meter Madness Competition	
4/13/2017	Marysville	Subsection Board Meeting	
4/2017	Lynden WTP	YP Tour and Networking	*
Spring	Brightwater	Pumps Workshop	*
Spring	Olympic Peninsula	Emergency Preparedness Workshop	*
Spring	Olympic Peninsula	Basic Waterworks Workshop	*



PNWS-AWWA Subsection Meeting Schedule

Please list your upcoming Subsection meeting schedule even if the schedule is proposed or tentative. Please list date, meeting location and topic of discussion. Please mark those dates that are tentative with an asterisk (*) (Attach multiple sheets as needed)

Date	Location	Discussion Topics	
5/11/2017	Port Townsend	Subsection Board Meeting	
Spring	TBD	Career Fair	*
6/6-7/2017	Lynnwood CC	2017 Western Washington Short School	
6/7/2017	Lynnwood CC	Subsection Board Meeting	
8/10/2017	Beckman's	Subsection Summer Gathering	
9/8/2017	Anacortes	Reverse Osmosis Workshop	
9/14/2017	AWWD	Subsection Board Meeting	
10/12/2017	Blaine	Subsection Board Meeting	
10/2017	AWWD	Water Treatment Workshop	*
Fall	TBD	YP Tour and Networking	*
Fall	Whidbey Island/Anacortes	BWW & Emergency Preparedness	*
Fall	Skagit PUD	Distribution O&M	*



PNWS-AWWA Subsection Meeting Schedule

Please list your upcoming Subsection meeting schedule even if the schedule is proposed or tentative. Please list date, meeting location and topic of discussion. Please mark those dates that are tentative with an asterisk (*) (Attach multiple sheets as needed)

Date	Location	Discussion Topics	
Fall	Whatcom County	Small System Local Training	*
TBD	TBD	AC Pipe Safety	*
11/9/2017	Skagit PUD	Subsection Board Meeting - Planning	
12/14/2017	Everett/Mukilteo	Subsection Board Meeting	



American Water Works Association

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4. 2017 Subsection goals

GOALS 2017

Primary Focus is Training

- Provide cost-effective training workshops for water utility managers, engineers and operators in Northwest Washington and the Pacific Northwest
- When possible, include topics that also support wastewater utility professionals, such as asset management
- Provide continuing education unit credit (CEUs)
- Provide safety related training including classes for which CEUs are not granted but are important to water and wastewater utility operators, such as asbestos cement pipe handling
- Advertise to wastewater operators
- Advertise via Water Matters and Water Tap whenever possible
- Continue to hold subsection board meetings at new utilities to foster involvement and to get input for future workshops and events and to assess other utility needs
- Continue to look for opportunities to partner with PNWS committees, neighboring subsections and allied organizations (PNCWA, NWMOA, etc.)
- Train more NWWA members to become Basic Waterworks instructors (we currently have 5 so that this curriculum can be brought to utilities and municipalities throughout the subsection at their request
- Continue to develop more “training-in-a-box” curricula and train instructors so these trainings can be brought to utilities and municipalities throughout the subsection at their request, such as Water Storage and Emergency Preparedness

Giving – Support the Pacific NW and Abroad

- Reach out to young professionals and students through email campaigns and special activities (field trips, networking events, etc.)
- Identify and participate in career fairs to help promote careers in the water utility industry
- Continue supporting Water for People via the Annual Water for Life Reception, held in the Puget Sound area, and the PNWS Conference silent auction
- Continue supporting the PNWS scholarship and E&T funds
- Hold annual Best Tasting Water Contest for subsection utilities and financially support the winning utility to attend the PNWS Conference
- Hold our sixth Wine for Water Event fund raiser for Water for People
- Hold our first stand-alone Meter Madness Competition and financially support the winner to attend the PNWS Conference
- Sponsor the PNWS Conference scavenger hunt
- Continue supporting the YP Summit
- Promote the TopOps competition to the operators in the subsection and financially support TopOps teams when they are formed



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5. Copy of signature card form the bank/financial institution with signatures (listing the PNWS Executive Director as a signee)

Bank of America would not allow this for security reasons



American Water Works Association

Pacific Northwest Section

Northwest Washington Subsection

**6. Affiliation Agreement signed by the
Subsection President/Chair**



AWWA and the Section

Reasons an Affiliation Agreement is needed:

- Protect the Associations' intellectual property including logos, emblems, names, free publications and other proprietary material. In this litigious society if you don't protect your brands you can lose them. An example, Bayer aspirin did not protect the name aspirin and it is now used worldwide by many companies.
- By having this agreement the Association can continue to indemnify all eligible persons of the section, such as directors and officers with liability insurance as cost effectively as possible.
- The Associations' not-for-profit status is critical to our organization surviving. As such the need was there to ensure that everyone understood that all activities conducted by the Sections must meet with AWWA's stated mission of uniting the water community to protect public health and to provide safe and sufficient water for all. Through collective leadership, AWWA advances technology, education, science, management, and government policies. Anything outside of this mission is not allowed.

Section Penalties for Affiliation Agreement Violations:

1. If the Section violates this agreement to Association may start a disciplinary proceeding that could include financial penalties or ultimately dissolution of the Section.

I understand the importance of the American Water Works Associations' Affiliation Agreement and why it was needed. Furthermore, I understand that by violating this agreement I place the Pacific Northwest Section in jeopardy of financial penalties or possible dissolution. If I have any questions or concerns regarding my Committee or Subsection activities I will contact the Section office for clarification.

Bridget August

Name

President

Title

NWWA Subsection

Committee or Subsection

January 11, 2017

Date



American Water Works Association

Pacific Northwest Section

Northwest Washington Subsection

7. Conflict of Interest Statement signed by each subsection officer (including Directors)



POLICY ON CONFLICTS OF INTEREST AND DISCLOSURE OF CERTAIN INTERESTS

This conflict of interest policy is designed to help directors, officers, employees and members ("Responsible Persons") of the Pacific Northwest Section of the American Water Works Association (PNWS) identify situations that present potential conflicts of interest and to provide the Section with a procedure which, if observed, will allow a transaction to be treated as valid and binding even though a Responsible Person has or may have a conflict of interest with respect to the transaction.

DEFINITIONS

Conflict of Interest. For purposes of this policy, the following circumstances shall be deemed to be a Conflict of Interest:

Outside Interests

- A Contract or Transaction between the PNWS and a Responsible Person or a Family Member of a Responsible Person.
- A Contract or Transaction between the PNWS and an entity in which a Responsible Person or a Family Member of a Responsible Person has a material interest in excess of 5% or of which such person is a director, officer, agent, partner, trustee, personal representative, guardian, custodian, or other legal representative.

Outside Activities

- A Responsible Person or a Family Member of a Responsible Person accepting gifts, entertainment, or other favors with a value in excess of \$100 from any individual or entity that:
 - (i) Does or is seeking to do business with the PNWS or
 - (ii) Is seeking to receive a loan or grant, or to secure other financial commitments or benefits from the PNWS.

Responsible Person is any person who is an officer, director, employee or member of the PNWS, including, when the context requires, a Family Member of any such person.

Family Member is a spouse, domestic partner, parent, child or spouse of a child, brother, sister, or spouse of a brother or sister of a Responsible Person.

Contract or Transaction is any agreement or relationship involving the sale or purchase of goods, services, or rights of any kind, the providing or receipt of a loan or grant, the establishment of any other type of pecuniary or financially meaningful relationship except for transactions in the ordinary course of business (a) between the PNWS and an employee of the PNWS arising from the employment relationship, such as salary, benefits or reimbursement of employment related expenses, (b) between the PNWS and a member of the PNWS arising from the membership relationship, such as payment of membership dues or the purchase of publications, exhibition space or member services, or (c) between the PNWS and its officers or directors arising out of their positions, such as the reimbursement of travel and lodging expenses in accordance with the PNWS's stated policies for such reimbursements.

PROCEDURES

- Prior to any Board or Committee action on a Contract or Transaction involving a Conflict of Interest, any Responsible Person having a Conflict of Interest who is in attendance at the meeting shall disclose all facts material to the Conflict of Interest. Such disclosure shall be reflected in the minutes of the meeting.
- If an officer or director of the PNWS is unable to attend a meeting of a Board or Committee at which he or she has reason to believe that the Board will act on a matter in which the officer or director has a Conflict of Interest, then that person shall disclose to the chair of the meeting all facts material to the Conflict of Interest. The chair shall report the disclosure at the meeting and the disclosure shall be reflected in the minutes of the meeting.
- Any Responsible Person who has a Conflict of Interest shall not participate in or be permitted to hear the Board's discussion of the matter except to disclose material facts and to respond to questions. Any Responsible Person who is an officer, director or employee of the PNWS shall not attempt to exert his or her personal influence with respect to the matter, either at or outside the meeting.
- A Responsible Person who has a Conflict of Interest with respect to a Contract or Transaction that will be voted on at a meeting shall not be counted in determining the presence of quorum for purposes of the vote. The Responsible Person having a Conflict of Interest may not vote on the Contract or Transaction and shall not be present in the meeting room when the vote is taken. Such person's ineligibility to vote shall be reflected in the minutes of the meeting.
- Responsible Persons who are not members of the Board of Directors of the PNWS shall disclose to the PNWS Executive Director or Chair of the PNWS (or his or her designee) any Conflict of Interest that such Responsible Person has with respect to a Contract or Transaction. Responsible Persons who have a Conflict of Interest with respect to a Contract or Transaction that is not the subject of Board action shall also make the same disclosure. In either case, such disclosure shall be made as soon as practicable as the Responsible Person knows of the Conflict of Interest. Any Responsible Person who is an officer, director or employee of the PNWS shall refrain from any action that may affect the PNWS's participation in the Contract or Transaction.
- In the event it is not entirely clear that a Conflict of Interest exists, the Responsible Person with the potential conflict shall disclose, in writing, the circumstances to the Chair or Executive Director of the PNWS, who shall determine whether there exists a Conflict of Interest that is subject to this policy.

- Each Responsible Person shall exercise care not to disclose confidential information acquired in connection with any such Contract or Transaction the disclosure of which might have an adverse effect on the business of the PNWS. Furthermore, a Responsible Person shall not disclose or use information relating to the business of the PNWS for the personal profit or advantage of the Responsible Person or a Family Member.

Dissemination and Review of Policy

- This policy shall be published on the PNWS's website and otherwise made available to all members of the PNWS. Each officer, director and employee of the PNWS shall be required to review a copy of this policy and acknowledge in writing that he or she has done so.
- Each officer and director of the PNWS shall annually complete a disclosure form identifying any relationships, positions, or circumstances in which such Responsible Person is involved that could reasonably be expected to lead to a Conflict of Interest. Such relationships, positions or circumstances include any significant ownership interest (more than 5%) of a business that might provide goods or services to the PNWS. The PNWS will treat any such disclosures as confidential information.
- The Board of Directors shall review this policy annually. Any changes to the policy shall be communicated immediately to all Responsible Persons.

Certification

I declare that I have no knowledge, as of the date set forth below, of any relationships, positions, or circumstances in which I am involved that could be deemed a Conflict of Interest under the Conflict of Interest Policy of the Pacific Northwest Section of the American Water Works Association as currently in effect except as follows:

I hereby certify that the information set forth above is true and complete to the best of my knowledge. I also certify that I have reviewed, and I agree to abide by, the Pacific Northwest Section of the American Water Works Association's Conflict of Interest Policy, as currently in effect and as it may be amended from time to time.

Signature Bridget August Date: 1/20/17

Name (printed) Bridget August

Committee or Subsection Northwest Washington

Title President

Print Form

Certification

I declare that I have no knowledge, as of the date set forth below, of any relationships, positions, or circumstances in which I am involved that could be deemed a Conflict of Interest under the Conflict of Interest Policy of the Pacific Northwest Section of the American Water Works Association as currently in effect except as follows:

I hereby certify that the information set forth above is true and complete to the best of my knowledge. I also certify that I have reviewed, and I agree to abide by, the Pacific Northwest Section of the American Water Works Association's Conflict of Interest Policy, as currently in effect and as it may be amended from time to time.

Signature _____ Date: _____

Name (printed) _____

Committee or Subsection _____

Title _____

Certification

I declare that I have no knowledge, as of the date set forth below, of any relationships, positions, or circumstances in which I am involved that could be deemed a Conflict of Interest under the Conflict of Interest Policy of the Pacific Northwest Section of the American Water Works Association as currently in effect except as follows:

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Signature  Date: 1 / 18 / 2017

Name (printed) Eric Schey

Committee or Subsection Northwest Washington

Title Treasurer

Certification

I declare that I have no knowledge, as of the date set forth below, of any relationships, positions, or circumstances in which I am involved that could be deemed a Conflict of Interest under the Conflict of Interest Policy of the Pacific Northwest Section of the American Water Works Association as currently in effect except as follows:

I hereby certify that the information set forth above is true and complete to the best of my knowledge. I also certify that I have reviewed, and I agree to abide by, the Pacific Northwest Section of the American Water Works Association's Conflict of Interest Policy, as currently in effect and as it may be amended from time to time.

Signature Erin L. Nishikawa Date: 1/12/17

Name (printed) Erin L. Nishikawa

Committee or Subsection Northwest Washington

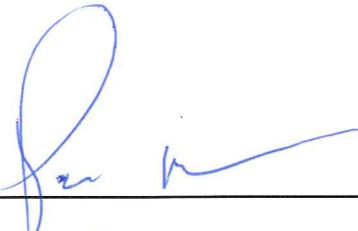
Title Director

Print Form

Certification

I declare that I have no knowledge, as of the date set forth below, of any relationships, positions, or circumstances in which I am involved that could be deemed a Conflict of Interest under the Conflict of Interest Policy of the Pacific Northwest Section of the American Water Works Association as currently in effect except as follows:

I hereby certify that the information set forth above is true and complete to the best of my knowledge. I also certify that I have reviewed, and I agree to abide by, the Pacific Northwest Section of the American Water Works Association's Conflict of Interest Policy, as currently in effect and as it may be amended from time to time.

Signature  Date: 1/12/2017

Name (printed) Jeffrey Mares

Committee or Subsection Northwest Washington

Title Director

Print Form

Certification

I declare that I have no knowledge, as of the date set forth below, of any relationships, positions, or circumstances in which I am involved that could be deemed a Conflict of Interest under the Conflict of Interest Policy of the Pacific Northwest Section of the American Water Works Association as currently in effect except as follows:

I hereby certify that the information set forth above is true and complete to the best of my knowledge. I also certify that I have reviewed, and I agree to abide by, the Pacific Northwest Section of the American Water Works Association's Conflict of Interest Policy, as currently in effect and as it may be amended from time to time.

Signature Michael V Norton Date: 1/20/17

Name (printed) MICHAEL NORTON

Committee or Subsection NW WASHINGTON

Title PAST PRESIDENT

[Print Form](#)



American Water Works Association

Pacific Northwest Section

Northwest Washington Subsection

8. Subsection Financials:

Balance Sheet

Profit/Loss Statement

Cash Receipts and Expenses Report

Allotment Request



American Water Works Association
Pacific Northwest Section

PO Box 872467
Vancouver, WA 98687
T 503-760-6460
F 360-254-0695
www.pnws-awwa.org

SUBSECTION BALANCE SHEET FOR CALENDAR YEAR

Subsection Name:

BANK STATEMENT PERIOD:

THROUGH

PREVIOUS BALANCE

DEPOSITS & ADDITIONS (Should total the income on the profit and loss statement)

CHECKS & WITHDRAWALS (should total the expenses on the profit and loss statement)

ENDING BALANCE:



SUBSECTION PROFIT/LOSS STATEMENT AS OF: 12/31/2016

Subsection Name: Northwest Washington

INCOME:

Interest	4.42
Receivables	55,892.32
Miscellaneous	40.52
TOTAL INCOME:	55,937.26

EXPENSES:

Accounting Fees	0.00
Committee	307.40
Conference/Meetings	60,372.76
Equipment	0.00
Miscellaneous	208.05
Officer Compensation	0.00
Postage	11.66
Printing	375.03
Prizes & Awards	439.51
Telephone	0.00
Travel	287.02
TOTAL EXPENSES:	62,001.43



SUMMARY REPORT OF SUBSECTION CASH RECEIPTS AND EXPENSES FOR 2016

Subsection Number: **05**

Subsection Name: **Northwest Washington**

1. Total Subsection Balance of Funds at beginning of the year:	40,577.39
2. Total receipts during the year. (Monies collected during the year):	55,937.26
3. Total (Add Lines 1 and 2)	96,514.65
4. Total Expenses for the year:	62,001.43
5. Balance at the end of the year. (Subtract Line 4 from Line 3)	34,513.22
6. Of the Balance on Line 5, how much is earned Interest from the bank?	4.42
7. Please list where the subsection funds are kept. (Types of accounts, name and branch of bank(s), account number(s), cash, etc.) Remember to protect your bank account numbers! Do not transmit this form electronically with account numbers attached.	

Bank of America, 1602 Hewitt Ave Everett, WA 98201, Checking 63355614

Certification:

I, the undersigned, Secretary/Treasurer of the Northwest Washington Subsection hereby certify that the foregoing is a correct statement of cash receipts and disbursements for the calendar year listed above.



Signed

Eric Schey

Please Print Signed Name



PNWS-AWWA ANNUAL SUBSECTION ALLOTMENT

Date:

To: Kyle Kihs
Executive Director PNWS-AWWA
P.O. Box 872467
Vancouver, WA 98687
Office: 503-760-6460
Fax: 360-254-0695
E-Mail: kkihs@pnws-awwa.org

Subsection: **Northwest Washington**

The Subsection has evaluated the options available to us and made the following selection regarding the annual allotment.

If your subsection does not need the allotment this year, you need not respond.

NOTE: You must respond by February 1st of each year to be eligible to receive an allotment. If you do not respond by the deadline listed above, your Subsection will not receive an allotment. You must also have completed and submitted your subsection annual report; including the Profit & Loss Statement and Signature Card from your subsection's financial institution to the PNWS-AWWA Executive Director.

- Yes, the Subsection requests the allotment.
- No, the Subsection does not wish to collect the allotment.



American Water Works Association
Pacific Northwest Section
Northwest Washington Subsection

THE END!

LOOKING FORWARD TO AN AWESOME YEAR!