



# American Water Works Association Pacific Northwest Section

## 2017 Conference Local Arrangements Committee Report

### Meetings

The local arrangements committee has been holding monthly meetings since November 5<sup>th</sup> 2015. These monthly meetings have been dedicated to planning for all aspects of the conference and coordination with members on their responsibilities.

### Status

Currently the committee has selected gifts for the registration, banquet and banquet center pieces and the Art piece for the Water for People auction. Registration page has been the main focus of the committee over the last couple of meetings along with the phone app. We have drafted the initial budget with an increase off fees that was approved by the Section Officers.

### Committee

The committee has gone through changes since November 2015 and the below lists out the current LAC committee. Below is the list of members and their responsibilities:

- LAC Chair
  - Pat Everham – City of Kennewick – [pat.everham@ci.kennewick.wa.us](mailto:pat.everham@ci.kennewick.wa.us)
- Registration
  - Alisha Piper – City of Kennewick – [Alisha.Piper@ci.kennewick.wa.us](mailto:Alisha.Piper@ci.kennewick.wa.us)
  - Amy Lynch – City of Kennewick – [Amy.Lynch@ci.kennewick.wa.us](mailto:Amy.Lynch@ci.kennewick.wa.us)
- Food & Drink – Beer & Brats
  - Kyle Kihs – [kkihs@pnws-awwa.org](mailto:kkihs@pnws-awwa.org)
- Fun Night
  - Ryan Withers – RH2 Engineering – [rwithers@rh2.com](mailto:rwithers@rh2.com)

- John Griffin – Freelance Dude – [griffinpapabear@msn.com](mailto:griffinpapabear@msn.com)
- Budget
  - Pat Everham – City of Kennewick – [pat.everham@ci.kennewick.wa.us](mailto:pat.everham@ci.kennewick.wa.us)
- Technical Program
  - Ronda Farmer – Spanaway-Water – [rfarmer@spanaway-water.org](mailto:rfarmer@spanaway-water.org)
- Tapping & Meter Madness
  - Damon Roth – EET inc, - [droth@eetinc.com](mailto:droth@eetinc.com)
- Volunteer Coordinator
  - James Dean – City of Yakima – [jdean@ci.yakima.wa.us](mailto:jdean@ci.yakima.wa.us)
- Opening Ceremony
  - Kyle plus Committee working on this as a group
- Keynote Speaker
  - Committee working on this.
- Conference Gifts
  - Jessica Shaw – City of Wenatchee – [Jshaw@WenatcheeWA.Gov](mailto:Jshaw@WenatcheeWA.Gov)
- Golf Tournament
  - Alex Fazzari – JUB Engineering – [afazzari@jub.com](mailto:afazzari@jub.com)
- Vendors – MSC Committee
  - Kristin Young – RH2 Engineers – [kyoung@rh2.com](mailto:kyoung@rh2.com)
- Banquet Gift & Décor
  - Jessica Shaw – City of Wenatchee – [Jshaw@WenatcheeWA.Gov](mailto:Jshaw@WenatcheeWA.Gov)
- Fun Run
  - Committee Member withdrew
- Phone App
  - Zach Wright – Tri-Cities Engineering – [zach@tricitieengineering.com](mailto:zach@tricitieengineering.com)
- 1<sup>st</sup> Time Attendee
  - Committee member withdrew
- Volunteer Shirts
  - Kristin Young – RH2 Engineers – [kyoung@rh2.com](mailto:kyoung@rh2.com)
- Water for People
  - Katie Dillon – PRR – [kdillon@prrbiz.com](mailto:kdillon@prrbiz.com)
- YP Scavenger Hunt Liaison
  - Committee member withdrew

- Publicity/Signage/PowerPoint
  - Jay Decker – HDR Engineering – [jay.decker@hdrinc.com](mailto:jay.decker@hdrinc.com)
  - Shara Soike – HDR Engineering – [shara.soike@hdrinc.com](mailto:shara.soike@hdrinc.com)
  - Committee member withdrew
- Registration/Website
  - Kyle Kihs – [kkihs@pnws-awwa.org](mailto:kkihs@pnws-awwa.org)

## **Future**

The committee is working to coordinate all events to make sure that we have all items planned out and space requirements met. We are moving to a bi-monthly meeting basis to keep ourselves on task, on time and on budget as the minutes tick away. The Committee is scheduled for another walk through of the Convention Center shortly to allow everyone to run through their responsibilities. Kyle will have us go through the whole convention to make sure we are on task. This will help us identify any loose ends. The last time the Convention was held in Kennewick it was a great success and many found the lay out to be very conducive to the flow of the convention. This time we have the Springhill Suites attached to the Convention Center which will give us more options and vendors/consultants more options.

The Committee looks forward to a great planning period and will produce an awesome event that everyone will talk about for millenniums to come!