



American Water Works Association
Pacific Northwest Section

SPRING TRUSTEE MEETING MINUTES
TUESDAY, JUNE 16, 2020
Attendees participated virtually via Zoom

Call to Order

The meeting was called to order at 10:30 via Zoom by Chair Ronda Farmer. Present: Chair Elect John Roth, Past Chair James Dean, Trustees Cheryl Capron, Dave England, Crystal Jensen; Karen Kelley, Doug Schlepp, AWWA Director Randy Black, Treasurer Bob Ward, AWWA Executive Board Member/MAC Chair Kristin Kihs and Executive Director Kyle Kihs. Absent was Trustee Michelle Cheek.

Chair's Report State of the section – Ronda Farmer

COVID-19 Budget Impacts (moved to discussion of amended 2020 budget)

Section Awards

The Chair recognized the following members for receiving prestigious awards:

- George Warren Fuller Award – Kari Duncan
- Powell-Lindsay Award – Jeff Lundt
- Heart and Soul Award– Loren Searl
- Pioneer Award - Joanie Stultz
- Subsection Activity Awards - Mark McGuire, Tim Wells, Maura Kegley
- John Lechner Award of Excellence - Chris Young
- Kenneth J. Miller Award - Katie Dillon
- AWWA operator service award - David Muto
- AWWA Abel Wolman Award of Excellence – Dan Wubbena
- 2020 Section Education Award - Chlorine Testing Educational Program

AWWA Director Report – Randy Black

Black noted that AWWA challenges have been similar to the Section's recent challenges.

- After weighing the pros and cons of hosting the scheduled ACE meeting in Orlando, the Executive Committee recommended to the Board of Directors that the conference be cancelled.
- The Association acted quickly to bring forth tools to assist the utilities and membership to deal with the impacts of COVID including recorded webinars on topics relative to the challenges of the corona virus.
- A member survey with 90% response helped identify needs for essential operations for field employees who could not work from home, such a protective equipment. AWWA also put pressure on Congress to fund those needs.
- AWWA has been building a reserve for some time so is in good health financially; therefore Section allotments were not affected for 2020.

- An expected decline in membership due to travel bans & funding cuts may impact allotments in 2021. Also uncertain is future ACE attendance and advertising revenue.
- Insurance may cover 75% of the conference expenditures.
- Overall AWWA is looking at reducing expenses by about 12%
- ACE currently scheduled June 13-16, 2021 in San Diego.
- Legislative concerns continue to be addressed. AWWA is also engaged in consulting at a very high level in Washington to better forecast financial impacts to the water sector. Continuing to champion a stimulus bill that would make funding available for water and stormwater projects which can be shovel ready in one year and will continue to monitor additional stimulus package.
- Thanks to Marshall Thompson, who steps off the Association Board of Directors at the end of the month and welcome Corianne Burnett to position of Service Provider Director at Large. Along with Kristin Kihs and Mike Stuhr, PNWS has a powerful presence on the Board.
- Black will reach out to subsections with information on AWWA awards.
- No determination has yet been made on the RSMO scheduled for Midway, Utah on August 20-22; decision should be made early in July.

Consent Item – Winter Meeting Minutes

Motion: England moved to approve Winter meeting minutes as presented, seconded by Capron. Motion carried unanimously.

Action Items

Approval of Slate of Candidates for 2020

- Chair: Michelle Cheek, Dan Sleeth, Marshall Thompson
- Trustee at Large: Nick Belmont, Katie Dillon, Charlie Sovacool
- WA Trustee: Mike Pleasants, Loren Searl, Tyler Clary
- OR/ID Trustee: Jill Hoyenga, Jamie Porter, Kristina Gillespie-Jaques

Motion: Schlepp moved to approve the slate of candidates for 2020 as presented, seconded by Black. Motion carried unanimously.

Ad-Hoc Bylaw Committee – James Dean

- Committee is reviewing current bylaws and ROPs especially as related to candidates for office. Held first meeting with Chair Kristin Kihs, Alex Mofid, Kari Duncan and Brad Phelps
- Purpose of the Committee is to review conformity of bylaws with association and to review any resulting changes to ROPs especially as related to candidates for office.
- Comparing Section's nominating process to other Sections to make sure we are staying up to date and preparing a full slate of candidates for every election.
- Next meeting is scheduled for July.

Ad-Hoc Virtual Training – John Roth

- Section has made a significant effort to provide training in light of current pandemic limitations. Mel Damewood and Cheryl Capron are looking aggressively at how to

provide CEU trainings to operators in three states as well as non-CEU trainings such as the mini-YP Summit. AWWA has requested information on interactive polling process used at the Summit to share with other Sections.

- Webinars have been added to the website training page and more distance and virtual learning are on tap.

Amended 2020 Budget – Bob Ward

Treasurer Ward reviewed slides showing a summary of 2020 budget changes due to impacts from the COVID-19 pandemic.

He said the Rules of Procedure state that the reserve fund shall be no less than either 30% of the general fund divided by planned total annual expenses OR total annual Section conference expenses for that year. Modifications must be approved by the Board of Trustees. The current proposed modification to the 2020 budget results in transferring funds from the reserve account to enable 2020 budget to balance.

Drawing from reserves to balance the 2020 budget would keep the reserve at 36%, above the designated 30% minimum.

Motion: Schlepp moved to approve modifications to the 2020 budget as presented by the finance committee, seconded by Capron. Motion carried unanimously.

Motion: Schlepp moved to approve use of reserve funds as needed up to \$90,000 in accordance with Rules of Procedure, to keep the 2020 budget balanced, and implement Executive Committee guidance on the 2021 budget. Second by England. Motion carried unanimously.

Board Planning Meeting – Ronda Farmer

Farmer noted that the planning meeting, typically held in July will be held virtually due to budget restrictions and current bars to personal attendance.

Fall Trustee Meeting and Training – Ronda Farmer

The Fall Trustee meeting and training will also be conducted virtually.

Retiring Trustees and their Organizations Thank You – Ronda Farmer

Farmer thanked retiring trustees for their service:

- Suzanne DeLorenzo – Clackamas River Water
- Alex Mofidi – Confluence Engineering Group
- Dan Sleeth – Covington Water District
- Mel Damewood – West Yost Associates
- Special Thanks – Marshall Thompson, AWWA Board of Directors– Suez Idaho

Thank you to Past Chair

Farmer extended sincere thanks on behalf of herself, the Board and the Section members to Past Chair James Dean.

Other Comments or Feedback from Attendees

- Kristin Kihs added information about ACE, noting the Association has contracted with a company to start doing its first virtual conference on September 23 and 24. This smaller conference will draw on abstracts originally scheduled for ACE. There will also be a component for sponsorships and virtual exhibiting. For future larger conferences, both in person and virtual events may be offered. A virtual gavel passing is now scheduled for June 20 and notice will go out to all members sometime this week.
- Mel Damewood thanked everyone for the honor and privilege of serving the Section.
- Cheryl Capron noted there is an Operators Conference in BC and Yukon going virtual in August or September; she will send links so members can see the program and what they are attempting to do.
- Chris Young asked if costs for virtual events would be discounted. Kristin Kihs stated she assumes there will be a somewhat reduced cost but that has not been determined.
- James Dean expressed his thanks to everyone and stated how he has enjoyed his years as a trustee and officer and working with everyone. He thanked all for the support and for the opportunity to lead the Section and provide continuity with past chairs.

Adjourn

There being no further business, the meeting was adjourned at 11:25 p.m.