



NEWEA

NEW ENGLAND WATER ENVIRONMENT ASSOCIATION EXECUTIVE COMMITTEE MEETING

AGENDA - With All Committee Chairs

Wednesday, September 20, 2017, 9:30 AM

UNH - The 1925 Room, JS Elliott Alumni Center, 105 Main St, Durham, NH 03824

- I. **Call to Order, Establish of Quorum – Introductions and Welcome** – Jim Barsanti, President
- II. **Approval of the Agenda** – Jim Barsanti, President
- III. **Approval of the Minutes and Announcements of Notices** – Jim Barsanti, President
- IV. **Key Officers Report**
 - A. President – Jim Barsanti
 - B. President Elect – Janine Burke-Wells
 - C. Vice President – Ray Vermette
 - D. Past President – Ray Willis
 - E. WEF Delegates – Dan Bisson/Susan Sullivan/Fred McNeill
 - F. Treasurer – Priscilla Bloomfield
 - G. State Directors
 - Connecticut – Virgil Lloyd
 - Maine – Mac Richardson
 - Massachusetts – Justin deMello
 - New Hampshire – Sean Greig
 - Rhode Island – Mike Spring
 - Vermont – Nathan Lavallee
 - H. Executive Director – Mary Barry
- V. **Council Directors and Committee Reports**
 - A. Ad Hoc Committee Council – Ray Vermette, Vice President
 - ASA/State Director – Ray Vermette
 - Veterans Workforce Development – Dustin Price
 - Voluntary Certification TF – Tom Groves
 - B. Collection Systems and Water Resources Council – John Digiacommo, Director
 - Collection Systems – Peter Garvey
 - CS Certification – Greg Kidd
 - CSO/Wet Weather Issues – Ivonne Hall
 - Industrial Wastewater – Sarah White
 - Stormwater – David Bedoya/Vinta Varghese
 - Sustainability – Courtney Eaton/Rob Montenegro
 - Water Reuse – Nick Ellis
 - Watershed Management – Jennifer Johnson
 - C. Communications Council – Jenn Lachmayr, Director
 - Journal – Joe Boccadoro
 - Newsletter – Ashley Dunn
 - Public Awareness – Kate Biedron/Meg Tabacsko
 - Website – Rob Musci
 - D. Management Review Council – Ray Willis, Past President
 - Assessment and Development – Charlie Tyler
 - Awards – Mike Wilson
 - Bylaws – Doug Miller
 - Com. Member Appreciation – Denise Descheneau
 - Nominating – Brad Moore
 - Sponsor – Dennis Vigliotte
 - E. Meeting Management Council – Elena Proakis Ellis, Director
 - Conference Arrangements – Ron Tiberi
 - Exhibits – Paul P. Casey
 - Program – Amy Anderson
 - Registration – Kerry Reed
 - F. Public Outreach Council – Jonathan Kunay, Director
 - Government Affairs – Bob Fischer
 - Humanitarian Assist. & Grants – Tim Vivian
 - Membership – Dave Archard
 - Public Education – Geri Ciardelli
 - Safety – Dave Aucoin
 - Scholarships – Uday Karra
 - Student Activities – Annalisa Onnis-Hayden
 - Water for People – Anastasia Rudenko
 - Young Professionals – Ben Stoddard



- G. Treatment, Systems Operations, and Management Council – Marylee Santoro, Director
Asset Management – John Rogers
Energy – Denise Breitenreicher
Laboratory Practices – Jim Galasyn
Microconstituents – Justin Irving
Operations Challenge – Travis Peaslee
Plant Operations – Tom Hazlett
Residuals Management – Natalie Sierra
Small Community – Dan Ottenheimer
Utility Management – Brian Armet

VI. Action Items

- A. Action Item – Long Range Planning Report – Ray Willis, Past President
B. Action Item – 2016 Planning Program – Jim Barsanti, President
C. Action Item – 2018 Awards Nominations – Mike Wilson, Awards Chair
D. Action Item – FY18 Proposed Budget – Priscilla Bloomfield, Finance Chair

VII. Items for Discussion

- A. Innovation - NEWEA's position in the Innovation Market Place – Janine Burke-Wells
B. Water Champions Campaign – Kate Biedron, Public Awareness Chair
C. Media Relations Position – Jenn Lachmayr, Communications Council
D. NEWEA/NEWWA Partnership – Mike Wilson, Exploratory Committee Chair
E. WEFMAX 2021 – New England Host – Mary Barry, NEWEA ED

VIII. Information Items/Schedule of Events

A. FY2017

- a. Report – Poo and Brew – CT MDC, **(June 3, 2017)** – Ben Stoddard
b. Report – EPA NEWEA/NEWWA Effective Utility Management Specialty Conference **(June 27, 2017)** – Mary Barry
c. Report – Joint NEWEA/NEWWA/NE APWA Watershed Mgmt. Conference – Utility Resiliency, UMass Lowell, MA **(July 12, 2017)** - Jennifer Johnson
d. Report – Poo and Brew – South Portland, ME **(July 13, 2017)** – Ben Stoddard
e. Report – Committee Member Appreciation Event, Kimball Farms, Westford, MA **(July 27, 2017)** - Denise Descheneau
f. Report – Poo and Brew – GLSD, MA, **(August 17, 2017)** – Ben Stoddard
g. Status – Small Community Conference, **(September 26, 2017)**, Marriott Downtown, Keene, NH – Dan Ottenheimer
h. Status – Poo and Brew – Nashua, NH, **(Oct/Nov 2017)** – Ben Stoddard
i. Status – WFP Fund Raiser – Softball Tournament, Cambridge **(TBD)** - Anastasia Rudenko
j. Status – Industrial Wastewater - Industrial pretreatment processes and challenges at a local brewery **(FY2018)**, Red Hook Brewery, Newington, NH – Sarah White
k. Status – WEFTEC Sunday Reception, **(October 1, 2017)** Soldier Field, Chicago, IL – Mary Barry

B. FY2018

- a. Status – Golf Benefit Fund Raiser **(October 16, 2017)**, New Bedford Country Club, MA – Ray Willis
b. Status – North East Residuals & Biosolids Conference, Hilton Hotel, Burlington, VT **(October 25 – 27, 2017)** – Natalie Sierra
c. Executive Committee Meeting w/Select Chairs, **(November 2017)**, TBD – Mary Barry
d. Status – Annual Conference – Boston Marriott **(January 21-24, 2018)** – Elena Proakis Ellis
e. Status – Joint Asset Management and Energy, 1.5 Day Seminar, Merrimack, NH **(April 11-12, 2018)** – John Rogers
f. Status – National Water Week DC Fly-In – **(April 16 – 19, 2018)** – Bob Fischer
g. Status – Safety Committee, Safety Impacts of Climate Change **(May 2018)** – Dave Aucoin
h. Status – Stormwater Committee Specialty Conference with WEF – **(May 2018)** – Vinta Varghese, David Bedoya, Angela Blanchette
i. Status – Spring Meeting – Gurney's Newport Hotel and Spa, Newport, RI **(June 3 – 6, 2018)**

C. FY2019

- a. Status – CSO/Wet Weather Conference, Portland, ME **(October 29-30, 2018)** – Ivonne Hall
b. Status – Annual Conference – Boston Marriott **(January 27-30, 2019)** – Elena Proakis Ellis

VIII. Adjournment



NEWEA

NEW ENGLAND WATER ENVIRONMENT ASSOCIATION EXECUTIVE COMMITTEE MEETING MINUTES

Sunday, June 4, 2017, 1:00 PM

Sea Crest Beach Resort – North Falmouth, MA

- I. **Call to Order, Establish of Quorum – Introductions and Welcome** – President Jim Barsanti called the meeting to order at 1:07 PM. It was established that a quorum was present. Members in attendance: Mary Barry; Jim Barsanti; Priscilla Bloomfield; Joe Boccadoro; Janine Burke-Wells; Paul Casey; Justin deMello; John Digiacomio; Robert Fischer; Matt Formica; Jim Galasyn; Peter Garvey; Helen Gordon; Sean Greig; Tom Groves; Tom Hazlett; Jennifer Johnson; Jennifer Lachmayr; Virgil Lloyd; Fred McNeill; Dustin Price; Elena Proakis Ellis; Phyllis Arnold Rand; Mac Richardson; Mary Lee Santoro; Ben Stoddard; Sue Sullivan; Meg Tabacsko; Charles Tyler; Ray Vermette; Ray Willis; Mike Wilson; Lenny Young. Guests in attendance: Michael Bisi.
- II. **Approval of the Agenda** – A motion was made by Ray Willis and seconded by Janine Burke-Wells to approve the Agenda. **MOTION CARRIED**
- III. **Approval of the Minutes and Announcements of Notices** – A motion was made by Elena Proakis Ellis and seconded by Priscilla Bloomfield to approve the Minutes of the April 5, 2017 Executive Committee Meeting. **MOTION CARRIED**
- IV. **Key Officers Report**
 - A. President – Jim Barsanti. Present. Report submitted. Mr. Barsanti reported that he attended two State Association meetings in CT and is continuing work with students at WPI.
 - B. President Elect – Janine Burke-Wells. Present. No report submitted. Ms. Burke-Wells reports that she has participated in the monthly Senior Management Team (SMT) calls covering major State Association activities as well as continuing dialogue with NEWWA regarding possible NEWEA/NEWWA collaboration.
 - C. Vice President – Ray Vermette. Present. Report submitted. Mr. Vermette reports that he has re-presented NEWEA Awards at several State Association meetings, attended the Operations Challenge training day and participated in SMT and Council Directors conference calls.
 - D. Past President – Ray Willis. Present. Report submitted.
 - E. WEF Delegates – Dan Bisson/Susan Sullivan/Fred McNeill. Susan Sullivan and Fred McNeill present. Report submitted. Jenn Lachmayr reported that she attended the WEFMAX in Winnipeg and her presentation is available from the NEWEA office. She also reported that the Day without Water is scheduled for October 12, and the toolkit on the Value of Water is available for use from the WEF website. Sue Sullivan reported that she attended the WEFMAX in Puerto Rico with Fred McNeill. Mr. McNeill discussed the possibility of combining a WEFMAX meeting with a future NEWEA Spring Meeting.
 - F. Treasurer – Priscilla Bloomfield. Present. Report submitted. Ms. Bloomfield reported that she is working on budget requests for FY18.
 - G. State Directors
 - Connecticut – Virgil Lloyd. Present. Report submitted. Mr. Lloyd reports that Connecticut will have an Operations Challenge team for the first time in about 10 years. Mike Bisi reported that CWPAA held an Operator Appreciation Event in May. It was the first time this event was held and there were 35 attendees.
 - Maine – Mac Richardson. Present. Report submitted. Mr. Richardson reported that he participated in a career forum on April 20 at the University of Maine with approximately 20 students and that he will continue to attend this forum annually. The MeWEA Annual Conference will be held on September 20-22 in Sunday River.
 - Massachusetts – Justin deMello. Present. Report submitted. Mr. deMello attended the Legislative event in Boston held in conjunction with ACEC, MWWA, and MWPCA. There were about 100 attendees with for EPA Administrator Gina McCarthy speaking.
 - New Hampshire – Sean Greig. Present. Report submitted. Mr. Greig reported that the poster contest winners are working with NH DES to have operators speak to students. There were 60 attendees this year, mainly due to the collaboration between NHWPCA and NH DES. The 50th anniversary celebration for NHWPCA will be held on June 23 in Hampton.

Rhode Island – Mike Spring. Not present. Report submitted. Ms. Burke-Wells reports that the RI Legislative event has been rescheduled to June 15.

Vermont – Nathan Lavallee. Not present. No report submitted. Mr. Fischer reports that the VT Legislative event was held in January, a regulator meeting in March, the Spring show in May, and the DC fly-in meeting in March.

H. Executive Director – Mary Barry. Present. Ms. Barry reports on the following:

- The 2017 WEFTEC will be held in Chicago, with the NEWEA reception on Sunday, October 1 at Soldier Field at 4:30 PM.
- Discussions have occurred regarding a WEFMAX being held New England. NJWEA and NYWEA have asked to collaborate; however, it will probably be held separately and may try to hold it in conjunction with Spring Meeting.
- Attended WEFMAX in Cincinnati. WEF asked NEWEA to speak about their participation in the Congressional Fly-in.
- Fund raising campaign changes – the annual golf tournament has gone from an Association event to a fund-raising activity. The event coordinators are currently looking for more corporate partnering.
- Introduced a draft of the new NEWEA brochure.
- September ECM will be held on September 20 at UNH. The Executive Committee Meeting will be held in the morning and student engagement in the afternoon.

V. Council Directors and Committee Reports

- A. Ad Hoc Committee Council – Ray Vermette, Vice President. Present. Report submitted
Voluntary Certification Task Force – Tom Groves. Present. No report submitted. Mr. Groves reports that the Collection Systems Certification Committee is working on rewriting all exams and moving towards all multiple choice questions. The Lab Practices Subcommittee is working on the transitioning of Lab Analyst exam to the NEWEA office. A PowerPoint presentation is currently presented prior to both exams. They are also working on standardization of forms.
ASA/State Director Council – Ray Vermette. A meeting is scheduled for Tuesday during the NEWEA Spring Meeting. They are trying to establish a Water Quality Day on May 19.
- B. Collection Systems and Water Resources Council – John Digiaco, Director. Present. Report submitted
Collection Systems – Peter Garvey. Present. Report submitted. The May 1 Joint CS/Sustainability conference was a successful event. The Committee has two new major subcommittees – Private Inflow Task Force and FOG subcommittee.
CS Certification – Greg Kidd. Not present. Report submitted
CSO/Wet Weather Issues – Ivonne Hall. Not present. Report submitted.
Industrial Wastewater – Sarah White. Not present. Report submitted. Mr. Digiaco reports that the Committee is finalizing details for the September 13 Specialty Conference at the Redhook Brewery in Portsmouth, NH.
Stormwater – David Bedoya/Vinta Varghese. Not present. Report submitted.
Sustainability – Courtney Eaton/Rob Montenegro. Not present. Report submitted.
Water Reuse – Nick Ellis. Not present. Report submitted.
Watershed Management – Jennifer Johnson. Present. Report submitted. Ms. Johnson reports that the Committee is working on the Joint Specialty Conference scheduled on July 12 at UMass Lowell.
- C. Communications Council – Jenn Lachmayr, Director. Present. Report submitted.
Journal – Joe Boccadoro. Present. Report submitted. Mr. Boccadoro reports that the Summer Journal is coming together and should be mailed end of June/beginning of July. The Journal is turning 50 this year and there are special features scheduled for the fall issue. The Committee is looking for a Vice Chair since Alexandra Doody has relocated out of the region.
Newsletter – Ashley Dunn. Not present. Report submitted.
Public Awareness – Kate Biedron/Meg Tabacsko. Meg Tabacsko present. Report submitted. Ms. Tabacsko reports that the Committee will be hold a meeting on Monday at 4:00 PM.

Website – Rob Musci. Not present. Report submitted after meeting. Ms. Lachmayr reports that the Committee is making progress with the website and meeting frequently.

- D. Management Review Council – Ray Willis, Past President. Present. Report submitted.
- Assessment and Development – Charlie Tyler. Present. Report submitted. Mr. Tyler reports that the Committee has determined which committees will be reviewed this year and forms have been sent out to the Chairs. The Organization Manual is being updated, with only the Public Awareness charge outstanding. Marylee Santoro is the new Vice Chair.
- Awards – Mike Wilson. Present. Report submitted. Mr. Wilson reports that there will be a Committee meeting on Monday. They are working on the award nominations.
- Bylaws – Doug Miller. Not present. No report submitted. Phyllis Rand reports that the Committee budget has been submitted.
- Committee Member Appreciation – Denise Descheneau. Not present. No report submitted. Mr. Willis reports that the event will be on July 27 at Kimball Farms in Westford, MA.
- Nominating – Brad Moore. Not present. No report submitted. Matt Formica reports that officer nominations are due June 23.
- Sponsor – Dennis Vigliotte. Present. Report submitted. Mr. Vigliotte reports that the Spring Meeting golf tournament will be held tomorrow and spots are still open.
- E. Meeting Management Council – Elena Proakis Ellis, Director. Present. No report submitted
- Conference Arrangements – Ron Tiberi. Not present. No report submitted.
- Exhibits – Paul P. Casey. Present. No report submitted. Mr. Casey reports that the Committee held a meeting on April 28. The exhibitor prospectus for the 2018 Annual Conference will be coming out in July. The Committee is working on having a vendor categorization feature in 2018 program. This effort is being led by Joe Nerden. The Committee is also looking at new software to allow exhibitors to choose a booth in real time. NYWEA is currently using such a program and discussions are being held with them regarding their experiences. The next Committee meeting will be held in June.
- Program – Helen Gordon. Present. No report submitted. Ms. Gordon reports that the Committee is working on the 2018 Annual Conference. The Call for Abstracts has gone out. The Committee has held meetings via conference call and are looking at how to improve future Spring Meetings and discussing possible keynote speakers for the 2018 Annual Conference and Spring Meeting.
- Registration – Kerry Reed. Not present. Report submitted. Ms. Proakis Ellis reports on registration numbers for the Spring Meeting. There was a total of 231 people pre-registered.
- F. Public Outreach Council – Jonathan Kunay, Director. Not present. No report submitted.
- Government Affairs – Bob Fischer. Present. Report submitted. Mr. Fischer reports that he attended the March 21-23 trip to Washington and met with members of Congress. Ray Willis is the new Vice Chair. The Committee will be having a meeting on Tuesday.
- Humanitarian Assistance & Grants – Tim Vivian. Not present. No report submitted. Mr. Fischer reports that the Committee has decided to change the timing of the annual grant to coincide with the Annual Conference and that an award will be made to only one group.
- Membership – Dave Archard. Not present. No report submitted. Tom Groves reports that the Committee is pleased with the new Regulator membership category and are now considering a membership category for Public Officials. He also reports that they are trying to get certification exam takers to become members. Ms. Lachmayr reports that Public Awareness will collaborate with the Committee on future membership initiatives. Ms. Barry reports that they are also trying to open up membership to the general public.
- Public Education – Geri Ciardelli. Not present. Report submitted. Lenny Young reports for the Committee. They are working on establishing a Water Quality Day, hoping to use advertising methods and by publicizing each states' own Water Quality Day. The Committee is also working on a brochure and want to work with technical high schools to promote to brochure. Talks are continuing regarding a teacher training in August.
- Safety – Dave Aucoin. Not present. Report submitted. Charlie Tyler reports that the Committee is working on award nominations. Mr. Fischer reports that survey participation was low.

Scholarships – Uday Karra. Not present. No report submitted. Ms. Barry reports that the Committee is reviewing the scholarship application.

Student Activities – Annalisa Onnis-Hayden. Not present. No report submitted. Mr. Groves reports that Northeastern University won the Student Design Competition and will go to WEFTEC

Water for People – Anastasia Rudenko. Not present. Report submitted. Ms. Barry reports on the successful Deer Island 5K Dash, with \$5,000 raised and 115 people registered. They were impressed with the MWRA staff that provided tremendous support.

Young Professionals – Ben Stoddard. Present. Report submitted. Mr. Stoddard reports that they have kicked off the Poo and Brews for 2017. The next one will be in Portland on July 13 and are working with Greater Lawrence Sanitary District and Deer Island for the fall. Vermont will be holding a Poo and Brew in conjunction with the GMWEA annual meeting. A subcommittee has been formed to work on topics for the YP Summit for 2018. The Committee is also participating in a community service project in Providence.

G. Treatment, Systems Operations, and Management Council – Marylee Santoro, Director. Present. Report submitted.

Asset Management – John Rogers. Not present. No report submitted. Ms. Santoro reports that the Committee is having discussions regarding a Joint Conference with Energy at the Anheuser-Busch Conference Facility in Merrimack, NH in April 2018.

Energy – Denise Breiteneicher. Not present. Report submitted.

Laboratory Practices – Jim Galasyn. Present. No report submitted. Mr. Galasyn reports that the Committee is focused on the Operations Challenge lab event for the Spring Meeting. There will be a Committee meeting on Tuesday followed by a Lab Exam Subcommittee meeting. They are also reviewing award nominations.

Microconstituents – Justin Irving. Not present. Report submitted. Ms. Santoro reports that the Committee is up for review by A&D.

Operations Challenge – Travis Peaslee. Not present. Report submitted. Ms. Santoro reports Travis Peaslee is working on a video to use at ASA meetings to promote participation in the Operations Challenge.

Plant Operations – Tom Hazlett. Present. Report submitted. Mr. Hazlett reports that the Committee will continue to jointly sponsor the Operation Challenge Training Day with a plant tour. The Committee hopes to hold the next Operations Challenge Training Day/Plant Operations tour in Dover, NH. They are also working to identify a specialty seminar topic. John Adie is the new Vice Chair.

Residuals Management – Natalie Sierra. No present. Report submitted. Ms. Santoro reports that the Committee is busy working on the upcoming Biosolids conference scheduled for October 25-27 in Burlington, VT.

Small Community – Dan Ottenheimer. Not present. Report submitted. Ms. Santoro reports that the Committee will hold a specialty seminar on September 26, 2017 in Keene, NH.

Utility Management – Brian Armet. Not present. No report submitted. Ms. Santoro reports that the Committee will be meeting shortly.

VI. Action Items

A. NA

VII. Items for Discussion

A. Long Range Planning Report – Matt Formica, Past, Past President. Mr. Formica reports that the last Strategic Plan was in 2004. Mike Bonomo convened a group in 2015 to put together a new Strategic Plan. About 15 members from NEWEA were included as well as consultations with Linda Kelly from WEF. A kick-off Workshop Meeting was held in 2016 to create a 3- to 5-year plan. Four critical objectives came out of this meeting:

- Increase Public Awareness/Education
- Increasing Membership in Underrepresented categories
- Improve/Maintain technical program excellence
- Collaborate more with other Associations

The next step would be to have the SMT take ownership. Discussion follows.

B. PEC Career Brochure – Lenny Young, PEC Vice Chair. They hope to present the brochure at the next WEFTEC. Meg Tabacsko and Anthony Giovannone are working on a video submission for WEFTEC.

- C. Welcome Kit Draft Brochure – Mary Barry, NEWEA ED. Ms. Barry passed around a draft sample of the new brochure and asked if there were any comments. The brochure will be finalized in the next couple of weeks.
- D. Veterans Workforce Development – Dustin Price, Chair. Mr. Price outlines the action items in the handout he has given to members. An ad hoc committee is formed.
- E. NEWEA/NEWWA Partnership – Mike Wilson, Exploratory Committee Chair. Mr. Wilson reports that they have met with NEWWA. Next meeting in July. The following items have been discussed.
 - Declaration of Collaboration
 - Young Professionals
 - Water for People
 - Public Awareness and Outreach
 - Awards
 - Government Affairs
 - Concepts
 - Technology and Asset Management
 - One Water New England Award
 - Joint Young Professionals Summit
 - Government Affairs

VIII. Information Items/Schedule of Events

A. FY2017

- a. Report – WFP Fund Raiser – 5K, Deer Island (**May 13, 2017**) - Anastasia Rudenko
- b. Report – Joint Collection Systems and Sustainability Conference, Westborough, MA (**May 1, 2017**) - Rob Montenegro and Peter Garvey
- c. Status – EPA NEWEA/NEWWA Effective Utility Management Specialty Conference (**June 27, 2017**) – Mary Barry
- d. Status – Joint NEWEA/NEWWA/NE APWA Watershed Mgmt. Conference – Utility Resiliency, UMass Lowell, MA (**July 12, 2017**) - Jennifer Johnson
- e. Status – Committee Member Appreciation Event, Kimball Farms, Westford, MA (**July 27, 2017**) - Denise Descheneau
- f. Status – Industrial Wastewater - industrial pretreatment processes and challenges at a local brewery (**September 13, 2017**), Red Hook Brewery, Newington, NH – Sarah White
- g. Status – WFP Fund Raiser – Softball Tournament, Cambridge (**TBD**) - Anastasia Rudenko
- h. Status – September ECM, (**September 20, 2017**), UNH, Durham, NH
- i. Status – WEFTEC Sunday Reception, (**October 1, 2017**) Soldier Field, Chicago, IL – Mary Barry

B. FY2018

- a. Status – Golf Benefit Fund Raiser (Tentative **October 16, 2017**), Play Lake of Isles and Stay at Foxwoods Resort Casino – Ray Willis
- b. Status – North East Residuals & Biosolids Conference, Hilton Hotel, Burlington, VT (**October 26 – 28, 2017**) – Natalie Sierra
- c. Status – Annual Conference – Boston Marriott (**January 21-24, 2018**) – Elena Proakis Ellis
- d. Status – Joint Asset Management and Energy, 1.5 Day Seminar, Merrimack, NH (**April 11-12, 2018**) – John Rogers
- e. Status – Safety Committee, Safety Impacts of Climate Change (**May 2018**) – Dave Aucoin

C. FY2019

- a. Status – CSO/Wet Weather Conference, Portland, ME (**October 29-30, 2018**) – Ivonne Hall

VIII. Adjournment. A motion was made by Mac Richardson and seconded by Susan Sullivan to adjourn the meeting at 3:14 PM. **MOTION CARRIED.**

Subject: Committee/Officer Report Submission

Date: Tuesday, September 19, 2017 at 9:29:05 AM Eastern Daylight Time

From: Raymond Willis

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

Past President

Activities/Decisions Since Last Executive Meeting

Attended the Spring ECM and Spring Meeting, participated in monthly SMT calls, participated in Council Director's call, participated in Finance Committee meetings and conference calls, participated in Golf Classic organizational meetings, participated in Nominating Committee conference calls, attended NWPCA Trade Show, and attended the MWPCA Trade Show and Board Meeting. Also, presented at the Connect for Success conference on behalf of NEWEA, which I discussed opportunities in the Water Quality Industry.

Meetings/Conference Calls Held

See above.

Action Plan Committee/Officer Assignments

Presenting action item for Strategic Planning Task Force at September 2017 ECM. Will participate in final planning of NEWEA Golf Classic and am volunteering for the event.

General Comments

If you golf, make sure you gather a team together for the NEWEA Golf Classic. If you don't golf, please consider volunteering for the event, we need the help!

Report Submitted by

Raymond Willis

Submitter's Email

rwillis@onsite-eng.com

Date Submitted

09/19/2017

Subject: Committee/Officer Report Submission

Date: Tuesday, September 5, 2017 at 10:48:49 AM Eastern Daylight Time

From: Janine Burke-Wells

To: laustin@newea.org

Category: State Directors

Executive Committee Meeting Date

September

Name of Committee or Office

President-Elect

Activities/Decisions Since Last Executive Meeting

Worked on several initiatives including FY18 budget development and new ad hoc Veterans' Workforce Development and Innovation committees.

Meetings/Conference Calls Held

All day Finance Committee meeting on July 11th followed by conference calls on July 26th and August 24th to develop FY18 budget.

Participated in SMT conference call in August.

Action Plan Committee/Officer Assignments

Work with Program Chair to finalize 2018 theme(s) to work on as president.

General Comments

Thousands have lived without love, not one without water.
W.H. Auden

Report Submitted by

Janine Burke-Wells

Submitter's Email

Janine.Burke-Wells@warwickri.com

Date Submitted

09/05/2017

Subject: Committee/Officer Report Submission

Date: Tuesday, August 8, 2017 at 1:53:04 PM Eastern Daylight Time

From: Priscilla Bloomfield

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

Treasurer

Activities/Decisions Since Last Executive Meeting

Finance Committee has developed the FY18 budget.

Meetings/Conference Calls Held

The Finance Committee had several meetings, in person and via phone, to complete the FY18 budget and discuss other Finance Committee items.

Report Submitted by

Priscilla Bloomfield

Submitter's Email

priscilla.bloomfield@ch2m.com

Date Submitted

08/08/2017

Subject: Committee/Officer Report Submission

Date: Friday, September 15, 2017 at 2:28:52 PM Eastern Daylight Time

From: Virgil Lloyd

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

Connecticut State Director

Activities/Decisions Since Last Executive Meeting

We had a very successful turnout for the first CWPAA Fishing Trip on September 8. Over 35 operators, consultants and vendors attended, and enjoyed a beautiful fishing off Montauk Point. The event was a fund-raiser to support the CT's Op Challenge Team the Franken Fogggers trip to Chicago to compete at WEFTEC.

Other activities:

Working on Operator Exchange with State Director Justin DeMello from MA to coordinate operator exchange for this fall.

Working with CWPAA to identify individual as CT Water Warrior champion.

Prepped article for Fall Journal.

Meetings/Conference Calls Held

Coordinated & attended meeting in June of leadership of CT's two associations (CAWPCA and CWPAA) to explore ways the two groups can work together better, and to identify areas/programs of overlapping interest (Denis Cuevas, Tom Sgroi, Mike Bisi, Art Simonian and Virgil Lloyd). Agreed to continue the dialog.

Attended the CWPAA September Board meeting, and

Working with CAWPCA and CWPAA to schedule meeting this month for coordinating a CT legislative agenda.

Participated in 2 meetings of the Awards Committee.

Action Plan Committee/Officer Assignments

NA

Other Activities/Initiatives/Programs

NA

General Comments

NA

Report Submitted by

Virgil Lloyd

Submitter's Email

vlloyd@fando.com

Date Submitted

09/15/2017

Subject: Committee/Officer Report Submission

Date: Thursday, September 7, 2017 at 12:57:26 PM Eastern Daylight Time

From: Mac (Clayton) Richardson

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

Clayton Richardson

Activities/Decisions Since Last Executive Meeting

On May 19 our First Vice President, Stacy Thompson and our Second Vice President, Paula Drouin participated in the the Southern Maine Children's Water Festival at the University of Southern Maine in Portland. The pair showed off the DEP model of a wastewater treatment facility and had a microscope picture of activated sludge displayed on a television screen.

On May 20 the Sanford Sewerage District held an open house that featured (among other things) their new composting facility. As you might expect Andre' Brousseau was out leading the charge.

On June 8 President, Matt Timberlake and CWW poster contest organizer, Jen McDonnell presented awards to winners of the 2017 Clean Water Week Poster Contest. The event was held at the Bangor WWTF on the day that the facility releases the atlantic salmon that were raised in treatment plant effluent from 'fry' fish The event was attended by a large crowd of students, parents and friends, making it a truly successful event.

On July 13 MEWEA held a Poo 'n Brew event at the South Portland Wastewater Treatment Facility followed by a tour of a storm water project that included porous pavement and an infiltration garden before adjourning to Foulmouth Brewing. approximately 35 people turned out 2/3 young professionals and 1/3 the old guys like your truly. The tour was instructional and fun but the brews were great!

On August 3 the young professionals participated in the Androscoggin after hours paddle. It was a great opportunity to highlight how members of our profession have been instrumental in the rebirth of this river from one of the 10 most polluted rivers in the United States to one of the country's cleanest large rivers.

Meetings/Conference Calls Held

On August 18 the Executive committee met at the Jordan Grand Hotel at Sunday River Ski area. This year's annual convention will be held at Sunday River on September 21 and 22. The annual golf tournament will be held on the preceding day, September 20 on the Sunday River links.

Other Activities/Initiatives/Programs

Our relatively new stormwater committee has had a very busy summer providing comments on the first 2 drafts of Maine DEP's MS4 rules. The committee has also been active lining up speakers to present at the annual convention.

General Comments

On Saturday September 9 the young Professionals committee will be staffing a booth at the annual Greenfest on Monument Square in downtown Portland.

President Matt Timberlake has kept up his weekly message to the membership sent out by e-mail . This has received a lot of positive feedback and has helped to keep the membership informed and engaged.

Report Submitted by

Mac (Clayton) Richardson

Submitter's Email

mrichardson@lawpca.org

Date Submitted

09/06/2017

Subject: Committee/Officer Report Submission

Date: Tuesday, September 12, 2017 at 9:54:11 AM Eastern Daylight Time

From: Justin deMello

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

MA Director

Activities/Decisions Since Last Executive Meeting

Water Warriors Initiative – Spearheaded by Dustin Price of Seabrook, NHWPCA and MEWEA the Water Warriors initiative that promotes jobs in the water industry for returning servicemen will expand into Massachusetts. The MWPCA is engaged and eager to assist. Our steering committee led by Jeremiah Murphy, Ben Smith, and Justin deMello has already reached out to local Veterans Affairs Committee and plans to attend one of their upcoming events to promote Water Jobs in Massachusetts.

Meetings/Conference Calls Held

MWPCA hosted another successful quarterly meeting on June 14th at the Log Cabin in Holyoke, MA. The meeting was nutrient focused with technical presentations from local industry experts. Andrew Fisk of the Connecticut River Conservancy presented on how Massachusetts could help with nutrient removal and the biological condition gradient. Paul Hogan and Sue Guswa of Woodard & Curran then presented on the status of nutrient permitting in western, Massachusetts. National expert, Paul Dombrowski from Woodard & Curran and Roger Ignazio of Canton WPCF followed up with a case study of nutrient removal at a fixed film plant. The meeting was closed out with a presentation by Paul Moran of Tighe & Bond on phosphorus removal treatment alternatives. In all, the event was well attended with 80 members partaking but more importantly members glowed about the quality of the presentations. For those of you who missed the meeting, the presentations can be found on the MWPCA website at www.mwpc.org/events/quarterly_meeting_presentations

Golf Outing – On June 20th, MWPCA was greeted with a picturesque day for their Annual Golf Tournament at Shaker Hills in Harvard, MA. The smell of fresh cut grass, the buzz of golf carts, the “Pings” off the tee and the echoes of other four-letter “F-words”...(FORE!) could be heard throughout the day. The venue is spectacular and the turnout was good. We have already renewed for next year so sign up early!

Poo and Brew – On August 17th, the NEWEA Young Professionals Committee and MWPCA teamed up to host a well-attended Poo and Brew event at the Greater Lawrence Sanitary District in North Andover followed by socializing at Oak & Iron in Andover.

Action Plan Committee/Officer Assignments

Continue to promote and connect Water Warriors initiative

Other Activities/Initiatives/Programs

The MWPCA Annual Tradeshow is scheduled for September 13th at the Wachusett Mountain Resort in Princeton. There are approximately 50 vendors and 150 members scheduled to attend.

The New England Interstate Water Pollution Control Commission, MassDEP, and the MWPCA continue the revitalized Massachusetts Wastewater Management Training Program. The program has attracted 28 registrants from facilities all over Massachusetts. This month, Blueprint training will be the topic of discussion.

Promote Operations Challenge in Massachusetts to generate interest in getting a team together. - Will seek committee chair at September meeting

Promote Operators Exchange in Massachusetts to generate formal program and wait list. - Will seek committee chair at September meeting

Report Submitted by

Justin deMello

Submitter's Email

jdemello@Woodardcurran.com

Date Submitted

09/12/2017

Subject: Committee/Officer Report Submission
Date: Tuesday, August 15, 2017 at 9:24:44 AM Eastern Daylight Time
From: Michael Spring
To: laustin@newea.org
Category: Executive Committee, State Directors

Executive Committee Meeting Date

September

Name of Committee or Office

Rhode Island Director

Activities/Decisions Since Last Executive Meeting

The NWPCA has had another successful hot dog roast at the Smithfield WWTF. At the meeting we talked about the upcoming elections, Chowder cook off as well as Wine and Jazz night. Operations Challenge team had a good year and will be attending the Chicago 2017 WEFTEC Operations Challenge for the 5th year in a row.

Meetings/Conference Calls Held

Normal business meeting, review calendar and schedules.

Action Plan Committee/Officer Assignments

Awards committee review.
Operator exchange.
2018 Board Elections.

Other Activities/Initiatives/Programs

NWPCA Facebook update, 189 followers
Operations Challenge fundraising – We raising funds to send our team to WEFTEC 2017
Tradeshaw and Clambake Committee have sent out recruitment announcements to vendors and participants for this year's event.
The Chowder cook off is scheduled for 22nd of August at the Narragansett WWTF.

General Comments

Rhode Island DEM has released a statement that the upper Narragansett Bay will be opened to shell fishing. The upper Bay has been closed to this activity for 70 years. This is a testimony to the hard work of the Rhode Island Wastewater community.

Report Submitted by

Michael Spring

Submitter's Email

mspring@narrabay.com

Date Submitted

08/15/2017

Subject: Committee/Officer Report Submission

Date: Friday, September 8, 2017 at 7:39:56 AM Eastern Daylight Time

From: Ray Vermette

To: laustin@newea.org

Category: SMT, Executive Committee, Council Directors, Exploratory Committee, Innovation Task Force, Finance Committee

Executive Committee Meeting Date

September

Name of Committee or Office

Vice President

Meetings/Conference Calls Held

I attended the Spring meeting that included:

The ECM, ASA/State Directors Meeting and the Innovation Initiative meeting. I participated in the monthly SMT conference calls and the following:

7/11 Finance Committee Meeting.

7/26 Finance Committee Conference call.

8/3 Meeting with Jim Barsanti, Dustin Price and the NH Employment Security Commissioner with staff on the Veterans Workforce Development Program.

8/24 Finance Committee Conference call.

8/31 NEWEA, NEWIN Conference call.

Action Plan Committee/Officer Assignments

We are in the process of finalizing a date for the ASA/State Directors Quarterly Conference call. The date will either be September 26th or 27th.

General Comments

I will be attending WEFTEC and the NEWEA Reception in Chicago.

Report Submitted by

Ray Vermette

Submitter's Email

sonnyvermette@yahoo.com

Date Submitted

09/08/2017

Subject: Committee/Officer Report Submission
Date: Monday, September 18, 2017 at 9:13:04 AM Eastern Daylight Time
From: Thomas Groves
To: laustin@newea.org
Category: Executive Committee

Executive Committee Meeting Date

September

Name of Committee or Office

Voluntary Certification Task Force

Activities/Decisions Since Last Executive Meeting

Preliminary discussion with Membership Committee chair about discussing recruitment/membership strategies for past applicants of Voluntary Certification exams. Other activities include the tweaking and feedback of the PPT that accompanies training, and the consolidation of the exam/training fee for NEIWPC training programs to avoid confusion. I've had an intern who has been able to begin some of the application consolidation work needed for this task force. Hope to have materials for a task force meeting later this fall to discuss next steps.

Meetings/Conference Calls Held

None held during this period. Need to schedule one for fall.

Action Plan Committee/Officer Assignments

N/A

Other Activities/Initiatives/Programs

N/A

General Comments

Need to schedule a fall call/meeting to discuss progress and next steps.

Report Submitted by

Thomas Groves

Submitter's Email

tgroves@neiwpc.org

Date Submitted

09/18/2017

Subject: Committee/Officer Report Submission

Date: Wednesday, September 20, 2017 at 12:00:41 PM Eastern Daylight Time

From: Gregory Kidd

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

Collections Certification

Activities/Decisions Since Last Executive Meeting

The four exams have been reviewed by technical/ forensic editor and the Collection Systems -Exam subcommittee is scheduled to meet on Sept.27 in Concord, NH to review and accept/ reject the edits. Follow this acceptance of edits we then start the re-write of the Grade 4 exam to change the format to multiple choice.

Report Submitted by

Gregory Kidd

Submitter's Email

gkidd@zwi.net

Date Submitted

09/20/2017

Subject: Committee/Officer Report Submission
Date: Wednesday, September 6, 2017 at 5:51:29 PM Eastern Daylight Time
From: Peter Garvey
To: laustin@newea.org
Category: Committee Chairs

Executive Committee Meeting Date

September

Name of Committee or Office

Collection Systems Committee

Activities/Decisions Since Last Executive Meeting

There has been ongoing activity with our 2 subcommittees during the summer:

The Private inflow and FOG subcommittees have held several meetings each and there has been a good amount of research conducted and data gathered by each committee. Both subcommittees are moving ahead per the guidelines of their charters.

There has also been discussion regarding nomination for the Courchaine Award, and a nomination has been made.

The committee has accepted numerous new member requests - notably several from the public sector. There are now almost 80 committee members.

Meetings/Conference Calls Held

See above

Action Plan Committee/Officer Assignments

NA

Other Activities/Initiatives/Programs

A subcommittee has been convened to review the 31 abstracts that were submitted with Collection Systems as primary category for the January 2018 conference. Our subcommittee expects 15 members to review, rate and rank abstracts. A conference call will be scheduled for the week of Sept 15, to discuss ratings and develop proposed programs, content and titles for the January conference. We are on schedule.

Report Submitted by

Peter Garvey

Submitter's Email

pgarvey@dewberry.com

Date Submitted

09/06/2017

Subject: Committee/Officer Report Submission

Date: Thursday, September 7, 2017 at 9:53:02 AM Eastern Daylight Time

From: Ivonne Hall

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

CSO/Wet Weather Interest

Activities/Decisions Since Last Executive Meeting

Our committee continues to work on a survey through Survey Monkey to send to the CSO municipalities and state agencies.

Meetings/Conference Calls Held

We are having a conference call on Monday 9/11 @ 1pm to discuss AC Abstracts.

Report Submitted by

Ivonne Hall

Submitter's Email

ivonne.hall@ct.gov

Date Submitted

09/07/2017

Subject: Committee/Officer Report Submission

Date: Thursday, September 7, 2017 at 5:21:17 AM Eastern Daylight Time

From: Robert Montenegro

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

Sustainability Committee

Activities/Decisions Since Last Executive Meeting

- Joint Sustainability/Collections Systems Specialty Conference Held in May, with approximately 100 participants
- Several conference calls related to membership, participation, and coordination of activities of the Sustainability Committee

Meetings/Conference Calls Held

Joint Sustainability/Collections Systems Specialty Conference Held in May, with approximately 100 participants

Action Plan Committee/Officer Assignments

1. Jim Barsanti to reach out to our Council director, John Digacomo, and the A&D (Assessment and Development) committee, Charlie Tyler-chair, to get help in re-assessing our charge
 - Partnering with other committees to continue to putting sessions and specialty conferences together
 - Standing committees - should be reviewed every 3 years

2. Elizabeth Keddy to research specific partnership with a committee – for a set period of time (6 months to a year)
 - Some committees that we might consider (per Jim) with synergy to Sustainability
 - o Public Awareness
 - o Public Education
 - o Stormwater

3. Other thoughts:
 - NEWWA – do they have a sustainability committee? What are they doing?? How could we partner with them??
 - Young Professionals – target our recruiting
 - o Poo and Brews – significant young professionals
 - o Annual conference gatherings

Action Items:

- Reach out to John Digacomo and Charlie Tyler regarding committee assessment
- Reach out to YP Chair to discuss opportunities for connection at Annual Conference
- Reach out to Public Awareness / Public Education committees to discuss potential partnership
- Goal: Drum up more committee interest and participation by Annual Conference 2018

General Comments

We have strong participation from about half the committee, but quite little from others - I/we are interested in learning some "best practices" from other committees on how to elicit better participation from the entire committee.

Report Submitted by

Robert Montenegro

Submitter's Email

rmontenegro@grundfos.com

Date Submitted

09/07/2017

Subject: Committee/Officer Report Submission

Date: Thursday, September 14, 2017 at 7:12:52 AM Eastern Daylight Time

From: Jennifer Johnson

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

Watershed Management Committee

Activities/Decisions Since Last Executive Meeting

On July 12, the Watershed Management Committee held a Specialty Conference called "Creating Resilient Infrastructure and Watersheds: Strategies for Planning, Implementation, and Funding." The conference was co-sponsored by the New England Water Works Association, the New England Chapter of the American Public Works Association and the New England Interstate Water Pollution Control Commission. The conference focused on climate change impacts and strategies for improving infrastructure resilience in flood-prone inland and coastal watersheds. The conference included two keynote speakers, a panel discussion and two concurrent technical sessions - all excellent presentations. We had around 85 attendees.

Meetings/Conference Calls Held

Leading up to the conference, our committee held numerous meetings with NEWWA and NEAPWA. Our next committee meeting is scheduled for Sept. 22.

Action Plan Committee/Officer Assignments

Currently, the Committee is preparing for the Annual Conference by reviewing abstracts and developing sessions. On September 22, we will be holding a committee meeting to brainstorm potential activities for the next year.

General Comments

Boston

Report Submitted by

Jennifer Johnson

Submitter's Email

jjohnson@nitscheng.com

Date Submitted

09/14/2017

Subject: Committee/Officer Report Submission

Date: Thursday, September 14, 2017 at 12:16:31 PM Eastern Daylight Time

From: Joe Boccadoro

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

Journal Committee

Activities/Decisions Since Last Executive Meeting

Issued Summer edition of the Journal
Coordinated with authors and others providing content for the Fall Journal
Finalized draft content for the Fall Journal; first draft in process of review
Continued items to commemorate 50th anniversary of the Journal
Developed 2018 themes
Held a conference call

Meetings/Conference Calls Held

Conference call held on 7/18/17 to recap Summer Journal,, discuss status of Fall Journal and initiate planning for the Winter Journal. Draft minutes issued on 8/5/17.

Action Plan Committee/Officer Assignments

Don St. Marie and Alan Slater are Guest Editors for the Fall Journal; Mike Sullivan is Guest Editor for the Winter Journal.
Need to name Guest Editors for 2018
Need to identify Vice Chair and eventual Chair to succeed current Chair
Finalize and mail out Fall Journal
Continue planning and preparation for the Winter Journal

Other Activities/Initiatives/Programs

The Fall edition will commemorate the 50th anniversary of the Journal. A number of special features will be included.

General Comments

Identification of a Vice Chair is becoming critical and will remain a top priority of the Chair.

Report Submitted by

Joe Boccadoro

Submitter's Email

joe.boccadoro@aecom.com

Date Submitted

09/14/2017

Subject: Committee/Officer Report Submission

Date: Tuesday, September 5, 2017 at 8:16:14 PM Eastern Daylight Time

From: Ashley Dunn

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

Newsletter

Activities/Decisions Since Last Executive Meeting

Published summer newsletter, June 2017 and became an expert at changing diapers. We are currently Working toward fall newsletter publication for late September 2017.

Meetings/Conference Calls Held

Communicating via e-mail primarily.

Action Plan Committee/Officer Assignments

The editor is scraping, scrounging, and stumbling upon accidental success. Thanks for all the content folks are submitting!

Other Activities/Initiatives/Programs

In the process of implementing regular quarterly poke emails to council directors and committees that have volunteered to contribute regularly. In an effort to improve the flow of content to the editors.

Incomplete execution for the fall Newsletter, but we plan to renew this effort for the winter newsletter.

General Comments

Still in need of Vice Chair. I am very thankful for the support of Jim Barsanti and Geraldine Ciardelli.

Report Submitted by

Ashley Dunn

Submitter's Email

and@framinghamma.gov

Date Submitted

09/05/2017

Subject: Committee/Officer Report Submission

Date: Tuesday, September 19, 2017 at 9:29:05 AM Eastern Daylight Time

From: Raymond Willis

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

Past President

Activities/Decisions Since Last Executive Meeting

Attended the Spring ECM and Spring Meeting, participated in monthly SMT calls, participated in Council Director's call, participated in Finance Committee meetings and conference calls, participated in Golf Classic organizational meetings, participated in Nominating Committee conference calls, attended NWPCA Trade Show, and attended the MWPCA Trade Show and Board Meeting. Also, presented at the Connect for Success conference on behalf of NEWEA, which I discussed opportunities in the Water Quality Industry.

Meetings/Conference Calls Held

See above.

Action Plan Committee/Officer Assignments

Presenting action item for Strategic Planning Task Force at September 2017 ECM. Will participate in final planning of NEWEA Golf Classic and am volunteering for the event.

General Comments

If you golf, make sure you gather a team together for the NEWEA Golf Classic. If you don't golf, please consider volunteering for the event, we need the help!

Report Submitted by

Raymond Willis

Submitter's Email

rwillis@onsite-eng.com

Date Submitted

09/19/2017

Subject: Committee/Officer Report Submission

Date: Monday, September 18, 2017 at 7:22:10 PM Eastern Daylight Time

From: Charles Tyler

To: laustin@newea.org

Category: Executive Committee, Committee Chairs

Executive Committee Meeting Date

September

Name of Committee or Office

Assessment and Development Committee

Activities/Decisions Since Last Executive Meeting

Surveys were sent out in May in hopes that they could all be back in time for assessment and reporting at this September EC meeting; but as people are very busy, summer intervened, any number of other reasons, we have still received only 10 of 14 surveys. The ten in hand have been distributed by dropbox link to the committee for review and discussion probably at a conference call meeting sometime in October.

Meetings/Conference Calls Held

There have been no meetings since our last one at the Spring Meeting, where we had a brief get-together after the EC meeting there in Falmouth, MA.

Action Plan Committee/Officer Assignments

The plan is to have committee survey responses analyzed and discussed in time to prepare a recommendation report to the Executive Committee in November.

An update to the Organizational Manual, long overdue, should be accomplished before the end of the calendar year; there will, of course, be changes in the meantime that will need to be captured in future updates - it is the intention of this committee to perform regular, lesser updates to the Org.Manual to try to keep it current, but some format changes may be needed to make that plan feasible..

Other Activities/Initiatives/Programs

Vice Chair Marylee Santoro is now familiarizing with the A&D Chair responsibilities in order to make an effective transition in January 2019 (assuming that the current chair lasts that long).

General Comments

At first glance, most of the responding committees to this year's survey appear, based on their responses, to be healthy and functional.

Report Submitted by

Charles Tyler

Submitter's Email

charleswtyler@msn.com

Date Submitted

09/18/2017

Subject: Committee/Officer Report Submission

Date: Monday, September 18, 2017 at 1:46:29 PM Eastern Daylight Time

From: Douglas Miller

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

Bylaws Committee

Activities/Decisions Since Last Executive Meeting

No new activity this summer. You will find posted to the website our current Bylaws as approved at the January 2017 Annual Business Meeting in Boston.

Meetings/Conference Calls Held

None

Other Activities/Initiatives/Programs

Sunset Review Questionnaire completed. Updated Bylaws completed. Sent to the NEWEA Office for posting on the website.

Report Submitted by

Douglas Miller

Submitter's Email

dmliller@maine.rr.com

Date Submitted

09/18/2017

Subject: Committee/Officer Report Submission
Date: Tuesday, September 12, 2017 at 4:24:22 PM Eastern Daylight Time
From: Denise Descheneau
To: laustin@newea.org
Category: Committee Chairs

Executive Committee Meeting Date

September

Name of Committee or Office

Committee Member Apprecation Committee

Activities/Decisions Since Last Executive Meeting

Annual Event held at Kimball Farm on July 27. 144 people attended (102 adults, 22 children over 3). Looking forward to next year's event!

General Comments

A great time was had by all (hopefully!) Looking forward to planning next year's event. As always, accepting/looking for new members.

Report Submitted by

Denise Descheneau

Submitter's Email

ddescheneau@ubwpad.org

Date Submitted

09/12/2017

Subject: Committee/Officer Report Submission

Date: Tuesday, September 19, 2017 at 5:45:21 PM Eastern Daylight Time

From: Dennis Vigliotte

To: laustin@newea.org

Category: Committee Chairs

Executive Committee Meeting Date

September

Name of Committee or Office

Sponsor Committee

Activities/Decisions Since Last Executive Meeting

Continued discussions on Sponsor Program for 2018. No major changes to program or pricing levels for 2018. Committee members were going to scan list of 2017 Sponsors and reach out to anyone who may have Sponsored in years past but missed 2017.

Meetings/Conference Calls Held

Conference call held in September. General discussion on 2018 program as well as some ideas for Spring Meeting.

Other Activities/Initiatives/Programs

Ops challenge committee expressed interest in being able to participate in the Spring Meeting golf and had mentioned this in a prior committee report. I had a brief discussion with Ops challenge chair earlier in the year and they expressed interest in helping out with the Spring meeting golf. I'd like to rebrand the tournament to Ops Challenge since the Fall is now the NEWEA classic, and get some additional Sponsor support behind Ops Challenge.

I hope to engage the meeting management council and the various committee chairs along with Ops challenge and see if we can't find a way to rework the ops challenge (or golf tournament) scheduling to accomodate this. I'll be reaching out to Meeting management council, Program Committee, etc. in the near future to initiate discussions.

General Comments

Sorry I couldn't make the meeting

Report Submitted by

Dennis Vigliotte

Submitter's Email

dvigliotte@flowassessment.com

Date Submitted

09/19/2017

Subject: Committee/Officer Report Submission

Date: Tuesday, September 19, 2017 at 5:21:34 PM Eastern Daylight Time

From: Elena Proakis Ellis

To: laustin@newea.org

Category: Executive Committee, Council Directors, Finance Committee

Executive Committee Meeting Date

September

Name of Committee or Office

Meeting Management Council

Activities/Decisions Since Last Executive Meeting

The spring meeting was a success, as indicated in the Registration report. The Program committee has been working on the preparations for AC18 and had a change in their chair a few months early, from Helen Gordon to Amy Anderson. Exhibits has been busy with their conversion from their prior exhibitor registration manual process to the use of Map Dynamics, which has been working well thus far and saving time and effort for both the committee and Janice. They have also been working on a new categorization system for exhibitors, to assist attendees in finding the types of vendors they are seeking in the exhibit hall. The escalators will be under construction at the AC this year, which will pose some unique challenges but should be workable. Ron is doing some research to see how other conferences before ours will be handling the change. We have identified the keynote speaker for the AC - Juliette Kayyem.

Meetings/Conference Calls Held

One conference call was held in August.

Action Plan Committee/Officer Assignments

None.

Other Activities/Initiatives/Programs

Working on identifying a keynote for Spring 2018 in Newport, ideally something relevant to the water environment in Rhode Island. Please provide us with any ideas you may have.

Report Submitted by

Elena Proakis Ellis

Submitter's Email

eproakis@cityofmelrose.org

Date Submitted

09/19/2017

Subject: Committee/Officer Report Submission

Date: Monday, August 21, 2017 at 9:29:53 PM Eastern Daylight Time

From: Helen Gordon

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

Program Committee

Activities/Decisions Since Last Executive Meeting

1. Extended the deadline for abstracts to June 30
2. Received 189 abstracts for Annual Conference in January 2018
3. Confirmed Keynote Speaker to the fantastic efforts of Mary Barry we will be having
4. Held a on-site meeting and we had a good turnout. Went through abstracts and distribution for various committees.
5. Finalized the abstracts and Memo and information to be sent to all Committee Chairs on August 16, 2017. Linda Austin will send out to each via email.
6. Hot topics abstracts.
 - 1.. FOG - more than 4 abstracts with the combined topic will be reviewed by the Program Committee. It also seems like we potentially have enough papers for a special PFA session that Ned Beecher will be leading
 2. PFAs - Ned Beecher and Biosolids Committee
 3. YP - Young Professionals Committee working on another Sunday and Monday event.
 - 4.: Attracting our Future Professionals this could be combined with YP session day and student day. One of a Session could include the DAVIS TECHNICAL INSTITUTE BIOLOGY AND CHEMISTRY YPs and STUDENTS attended a Lab work study program in Warwick outline what they do with their program including public ed, technical schools and high schools. How they pull in students and what they gain from it. Do a case study and some other case studies. Ken Carlson and Amy Anderson to work on shepherding this. Contact Betty Ann at Warwick through Janine Burke-Wells.
 5. Dustin Price from the Seabrook NH WWTP Veteran's discussion of ways to connect veterans to our industry. Have this as a separate meeting area to assign mentor for the day Tuesday is our preference. We would have a mentor match up with a Veteran and then be the person who introduces them around and brings them through the exhibit hall. We could have a separate registration for a free entry to the exhibit hall.

Meetings/Conference Calls Held

1. Held numerous phone conference calls to finalize discussion on abstracts.
2. Held an on-site meeting for the first review of abstracts received for the AC18 on August 10th

Action Plan Committee/Officer Assignments

1. Work with Public Education Committee on defining parameters of future abstracts. As we reviewed them during our meeting on August 10th it became evident that the abstracts we received seemed to be straying from the mission of the Public Education Committee. Ken Carlson will discuss further with this committee.
2. September 26th is date that abstract reviews are due back from Committee Chairs.
3. We will hold a call after September 5th inviting Chairs to call in for us to answer questions.
4. A program committee meeting will be held early October to review sessions provided by the Committee Chairs.

Other Activities/Initiatives/Programs

1. Began discussion of Spring 2018 meeting with a focus around Rhode Island Water Resources Issues and started discussions on a keynote speaker.

General Comments

It is with much regret that I must at this time step down as Chair of the Program Committee. I will remain actively

involved in the Program Committee and NEWEA however my current personal and work commitments are not allowing for the time needed to bring the Annual Conference to the next stage. Amy Anderson as graciously agreed to take over the Chair a little early. I will be on all the calls and supporting her all the way. I just can't lead it.

Report Submitted by

Helen Gordon

Submitter's Email

hgordon@woodardcurran.com

Date Submitted

08/21/2017

Subject: Committee/Officer Report Submission

Date: Monday, August 14, 2017 at 10:48:39 AM Eastern Daylight Time

From: Kerry Reed

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

Registration

Activities/Decisions Since Last Executive Meeting

Spring Conference registration -
249 total registration for 2017 Spring meeting
Similar #s in all categories from previous couple years
Note: also similar numbers to last year's joint NEWEA/NYWEA conference

Meetings/Conference Calls Held

N/A

Action Plan Committee/Officer Assignments

N/A

Other Activities/Initiatives/Programs

N/A

General Comments

N/A

Report Submitted by

Kerry Reed

Submitter's Email

kr@framinghamma.gov

Date Submitted

08/14/2017

Subject: Committee/Officer Report Submission

Date: Friday, September 8, 2017 at 12:10:51 PM Eastern Daylight Time

From: Robert Fischer

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

Government Affairs

Activities/Decisions Since Last Executive Meeting

06/26/2017: Letter to Congress (select Chairs) in support of continued federal investment in water infrastructure, geographic watershed programs and water research programs.

07-08/2017: Reached out to NEWWA on coordinating some Government Affairs activities.

Meetings/Conference Calls Held

05/05/2017: Follow up meeting from the D.C. Fly-in with Senator Sanders on affordability; Burlington VT.

06/06/2017: GAC Meeting at Spring Meeting, Falmouth, MA: Discussed D.C. Fly-in March 21-23 and received updates from State Associations; Federal Funding updates; Biosolids (Rulemaking in VT, PFOA/s and PFC's); discussion of a potential Regulators Meeting and a potential Joint seminar with NEWWA and NEAPWA.

Action Plan Committee/Officer Assignments

Review abstracts for the Annual Conference 2018

Other Activities/Initiatives/Programs

None

General Comments

None

Report Submitted by

Robert Fischer

Submitter's Email

bfischer@sburl.com

Date Submitted

09/08/2017

Subject: Committee/Officer Report Submission
Date: Friday, September 8, 2017 at 10:04:48 AM Eastern Daylight Time
From: Dave Aucoin
To: laustin@newea.org
Category: Committee Chairs

Executive Committee Meeting Date

September

Name of Committee or Office

Safety

Activities/Decisions Since Last Executive Meeting

After receiving and reviewing the nominations for this year's safety awards, the Safety Committee has made the following recommendations to the Awards Committee:

Operator Safety Award: Richard Gould, Plant Manager at the Linden Ponds WWTP in Hingham, MA. Plant managed by Woodard & Curran.

George W. Burke, Jr. Facility Safety Award: Town of Sturbridge, MA WPCF. Plant managed by Veolia.

Meetings/Conference Calls Held

The Safety Committee communicated primarily through email during the last quarter.

Action Plan Committee/Officer Assignments

No action.

Other Activities/Initiatives/Programs

Safety Survey Results for CY 2016 were compiled and posted on the Safety Committee's webpage in early August. The survey was once again distributed electronically through the wastewater associations in each NE state and was also posted on each association's webpage. Only received 21 completed surveys back this year, for a response rate of 6%. This is down by 33% from last year. Most of the surveys returned were from Maine.

The Committee would like to thank the NEWEA State Directors for their help in advertising the survey, but switching back to a hard copy mailing might be the only solution for improving the response rate. The most common reported body part injured in 2016 was the hand.

Six randomly selected facilities that did return the survey each received a \$50 gas gift card. People still like this as an incentive for completing and returning the survey.

General Comments

The Safety Committee received 9 abstracts for this year's session at the Annual Conference. The abstracts are still being reviewed and graded by the Committee at this time.

Report Submitted by

Dave Aucoin

Submitter's Email

daucoin@narrabay.com

Date Submitted

09/08/2017

Subject: Committee/Officer Report Submission

Date: Sunday, September 10, 2017 at 12:47:02 PM Eastern Daylight Time

From: Udayarka Karra

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

Scholarships Committee

Activities/Decisions Since Last Executive Meeting

- 1) We are gearing up for announcing the 2017-2018 Scholarships. The committee is working out the details on how to distribute the slated \$3,000 scholarship amount (tentative-waiting to hear from finance committee) for the different groups who typically apply.
- 2) We will announce the scholarships by first week of October and have the deadline for Dec 01 (Friday); that should provide ample time for students to plan and apply.
- 3) The committee will have the scholarships announced in September, October and November News Letters in the hopes of spreading the word. The committee will also have NEWEA send a blast email to a revised/additional list of scholarship email/rosters to reach more schools and universities.

Meetings/Conference Calls Held

n/a

Report Submitted by

Udayarka Karra

Submitter's Email

udayarka.karra@wright-pierce.com

Date Submitted

09/10/2017

Subject: Committee/Officer Report Submission

Date: Friday, September 8, 2017 at 9:23:22 AM Eastern Daylight Time

From: Annalisa Onnis-Hayden

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

SAC

Activities/Decisions Since Last Executive Meeting

We have updated all material for the SDC 2018 and ready to launch on the website.
we review the NEWEA winner of the design competition before the team compete at WEFTEC
we are starting the planning for the poster competition for the AC, and we were thinking of having both UG and Graduate poster competition instead of the Graduate technical session.
we are preparing the student newsletter which will have all events for students.

Meetings/Conference Calls Held

scheduled for mid september

Report Submitted by

Annalisa Onnis-Hayden

Submitter's Email

aonnis@coe.neu.edu

Date Submitted

09/08/2017

Subject: Committee/Officer Report Submission

Date: Wednesday, September 6, 2017 at 3:24:34 PM Eastern Daylight Time

From: Anastasia Rudenko

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

Water for People

Activities/Decisions Since Last Executive Meeting

1. Planning started for 2017 annual Water for People Softball tournament. Tournament date has been set as October 14, 2017 - if interested in volunteering for the event please contact Anastasia Rudenko (anastasia.rudenko@ghd.com).

2. Reviewing abstracts for Water for People session at 2018 annual NEWEA conference.

Meetings/Conference Calls Held

Planning calls for softball tournament.

Action Plan Committee/Officer Assignments

Renie Jesanis will be stepping into the role of committee chair starting in January 2018.

Report Submitted by

Anastasia Rudenko

Submitter's Email

anastasia.rudenko@ghd.com

Date Submitted

09/06/2017

Subject: Committee/Officer Report Submission
Date: Wednesday, September 13, 2017 at 2:08:32 PM Eastern Daylight Time
From: Ben Stoddard
To: laustin@newea.org
Category: Committee Chairs

Executive Committee Meeting Date

September

Name of Committee or Office

Young Professionals Committee

Activities/Decisions Since Last Executive Meeting

- Continued to hold bi-monthly committee meetings via conference call.
- Held Greater Lawrence Sewer District Poo & Brew in Andover, MA. ~50 attendees.
- Held South Portland, ME Poo & Brew. 25 attendees.
- Deer Island and Mystic brewery Poo & Brew co-hosted with BSCES Young Member Group. Scheduled 10/5.
- Hampton, NH and Smuttynose Poo & Brew co-hosted with NHWPCA. Scheduled 11/2.
- GMWEA Vermont "No Water No Brew Tour" at Champlain Water District and Switchback Brewery scheduled for 11/8.

Meetings/Conference Calls Held

Bi-monthly committee conference calls.

Other Activities/Initiatives/Programs

- Initial planning for expanded mentor program within NEWEA similar to WEF Young Professionals committee has done. More details to come.
- Will start to ramp up planning for YP summit in September. This will include coordination with NEWWA YP as well as Jim Barsanti and others interested. Next meeting date TBD, likely 3rd or 4th week in September.

Report Submitted by

Ben Stoddard

Submitter's Email

bstoddard@kleinfelder.com

Date Submitted

09/13/2017

Subject: Committee/Officer Report Submission

Date: Tuesday, September 19, 2017 at 12:53:18 PM Eastern Daylight Time

From: marylee santoro

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

Council Director-Treatment Systems, Management Operations

Activities/Decisions Since Last Executive Meeting

Following up on Surveys for A&D

Meetings/Conference Calls Held

Individual calls to Committee Chairs as needed for support and guidance

Action Plan Committee/Officer Assignments

Need to find a new Chair and Vice Chair for Microconstituents Committee

Other Activities/Initiatives/Programs

Committees have been busy with Abstract Reviews, Awards submittals, and A&D surveys.

General Comments

milford

Report Submitted by

marylee santoro

Submitter's Email

msantoro@stamfordct.gov

Date Submitted

09/19/2017

Subject: Committee/Officer Report Submission

Date: Friday, September 15, 2017 at 7:50:49 AM Eastern Daylight Time

From: John Rogers

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

Asset Management

Activities/Decisions Since Last Executive Meeting

Scoring of AC18 abstracts by 10 members, and review discussion of compiled scores and comments.

Meetings/Conference Calls Held

Committee calls on 7/13 and 9/13
Next call scheduled for 11/2

Action Plan Committee/Officer Assignments

Continuing:
Joint AM/Energy Specialty Conference (Sharon) (April 12-13, 2018)
Annual Conference (Shelby)
Website (Cris Perez or Rod Lovely)
IT&A (John Sykora)
AM Award (Chris Lund)
State Update:
CT – George Pendleton
MA – John Rogers
ME – Paul Rodriguez
NH – Rod Lovely
RI – Michael Spring
VT – John Jackman
Recruitment (Allison F.)
Outreach / Education (Jeff Murawski, Others)

Report Submitted by

John Rogers

Submitter's Email

johnrogers626@gmail.com

Date Submitted

09/15/2017

Subject: Committee/Officer Report Submission

Date: Friday, September 15, 2017 at 4:35:15 PM Eastern Daylight Time

From: Denise Breiteneicher

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

Energy

Activities/Decisions Since Last Executive Meeting

The main focus of the Energy Committee since the last meeting has been to continue strong progress on the Joint Specialty conference with the Asset Management Committee planned for the Spring of 2018. There is a subcommittee made up of members from both committees working on this. Dates, conference location, conference format, potential speakers, and topics for abstracts have been finalized.

Meetings/Conference Calls Held

Several conference calls have been held regarding the joint specialty conference referenced above. Also, a committee-wide conference call will be scheduled for late September or early October.

Report Submitted by

Denise Breiteneicher

Submitter's Email

denise.breiteneicher@mwra.com

Date Submitted

09/15/2017

Subject: Committee/Officer Report Submission

Date: Thursday, September 7, 2017 at 6:47:05 AM Eastern Daylight Time

From: James Galasyn

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

Lab Practices

Activities/Decisions Since Last Executive Meeting

Award nominations

Meetings/Conference Calls Held

Held several electronic (e-mail) discussions to determine both the lab analyst excellence awardee and crystal crucible awardees.

A consensus was reached, and these names have been forwarded on to the NEWEA office.

Action Plan Committee/Officer Assignments

None

Other Activities/Initiatives/Programs

None

Report Submitted by

James Galasyn

Submitter's Email

jgalasyn@pwd.org

Date Submitted

09/07/2017

Subject: Committee/Officer Report Submission

Date: Tuesday, September 12, 2017 at 9:59:02 AM Eastern Daylight Time

From: Justin Irving

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

Microconstituents Committee

Activities/Decisions Since Last Executive Meeting

None

Meetings/Conference Calls Held

None

Action Plan Committee/Officer Assignments

None

Other Activities/Initiatives/Programs

None

General Comments

Vice Chair is no longer involved in NEWEA. Need a new Vice Chair and Chair as Chair as moved out of state (California). As Chair, I will continue to support the committee as long as needed.

Report Submitted by

Justin Irving

Submitter's Email

jirving@hazenandsawyer.com

Date Submitted

09/12/2017

Subject: Committee/Officer Report Submission

Date: Tuesday, September 12, 2017 at 8:15:20 AM Eastern Daylight Time

From: Travis Peaslee

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

Operations Challenge

Activities/Decisions Since Last Executive Meeting

Things are relatively quiet but we have been supporting the RI, CT and ME team with equipment needs as they practice for Nationals. We assisted teams with registration for WEFTEC and have prepared a handful of interview questions for Mike Spring to ask the NEWEA teams at WEF in order to accumulate more footage for a future ops challenge video. I also submitted a short article for the ops corner of the NEWEA journal highlighting the spring competition.

Other Activities/Initiatives/Programs

After WEFTEC i plan to review the photos and videos from Training day, the spring meeting, and the national competition to see if we have enough content to pull a short ops challenge highlight/recruitment video together. I plan to attempt this initiative using free software but will determine feasibility once i actually get in to it.

Report Submitted by

Travis Peaslee

Submitter's Email

tpeaslee@lawpca.org

Date Submitted

09/12/2017

Subject: Committee/Officer Report Submission

Date: Monday, September 18, 2017 at 9:20:20 AM Eastern Daylight Time

From: Tom Hazlett

To: laustin@newea.org

Category: Committee Chairs

Executive Committee Meeting Date

September

Name of Committee or Office

Plant Operations

Activities/Decisions Since Last Executive Meeting

Selected late April 2018 as target date for specialty conference. NEWEA office is researching locations in the Westford, MA area for venue. Attended spring meeting ASA/State Director Council meeting to facilitate coordination with Plant Ops activities. Submitted Hatfield Award recommendation to Awards Committee Chair. Began Annual Conference review process with meeting to finalize sessions scheduled for Friday, September 22.

Meetings/Conference Calls Held

Abstract review meeting scheduled for this Friday, 9/22.

Action Plan Committee/Officer Assignments

Plan on assisting operator exchange program as needed.

Report Submitted by

Tom Hazlett

Submitter's Email

thazlett@woodardcurran.com

Date Submitted

09/18/2017

Subject: Committee/Officer Report Submission

Date: Tuesday, September 19, 2017 at 10:07:29 AM Eastern Daylight Time

From: Eric Spargimino

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

Residuals Committee

Activities/Decisions Since Last Executive Meeting

The specialty conference announcement has gone out on both the NEWEA and NEBRA listserves. It is being held in Burlington, VT this year and will include a special reception and some locally focused activities.

Meetings/Conference Calls Held

Joint Specialty Conference with NEBRA to be held in Burlington, VT October 25-27.

Action Plan Committee/Officer Assignments

We've selected our abstracts for the annual conference in Boston. We are hoping to host two residuals sessions, and one half session focused on PFAs.

Report Submitted by

Eric Spargimino

Submitter's Email

spargiminoem@cdmsmith.com

Date Submitted

09/12/2017

Subject: Committee/Officer Report Submission

Date: Wednesday, September 13, 2017 at 10:57:35 AM Eastern Daylight Time

From: Dan Ottenheimer

To: laustin@newea.org

Executive Committee Meeting Date

September

Name of Committee or Office

Small Community

Activities/Decisions Since Last Executive Meeting

Continued planning of September Specialty Conference

Other Activities/Initiatives/Programs

Review annual conference abstracts

Report Submitted by

Dan Ottenheimer

Submitter's Email

dan@oakson.com

Date Submitted

09/13/2017



**New England Water Environment Association
Executive Committee Meeting
September 20, 2017**

ACTION ITEM: Strategic Plan Implementation

On behalf of the Strategic Planning Task Force, I move that the Executive Committee accept the recommendations of the Task Force and implement said objectives as outlined at the June 2017 Executive Committee Meeting. These objectives include: 1) Increasing Public Awareness/Education, 2) Increasing Membership, 3) Improve/Maintain Technical Program Excellence, and 4) Collaborate More with other Associations. Senior Management Team members, consisting of the Past President, President Elect and Vice President, shall take responsibility for overseeing and implementing the Plan in an effort to identify potential planning session topics and development future Presidential initiatives. This Strategic Planning document shall be reviewed annually by the Senior Management Team and updated as needed, along with providing updates on initiatives during Executive Committee Meetings.

Respectfully submitted September 20, 2017 by the NEWEA Management Council on behalf of the Strategic Planning Task Force.

Matt Formica, Past President and Strategic Plan Facilitator
Jim Barsanti, 2016 President Elect
Dan Bission, 2016 NEWEA WEF Delegate
Mike Bonomo, 2016 Nominating Chair
Andre Brousseau, 2016 Operations Challenge and Government Affairs Committees
Janine Burke-Wells, 2016 Vice President
Paul Patrick Casey, 2016 Exhibit Committee Chair
Peter Goodwin, 2016 Past Maine State Director
Jenn Lachmayr, 2016 Communications Council Director
Elena Proakis Ellis, 2016 Meeting Management Director
Justin Skelley, 2016 Young Professionals Chair
Mary Barry, 2016 Executive Director

ACTION ITEM

The NEWEA Meeting Management Council recommends that the Executive Committee accept the Strategic Planning Implementation as described above.

Action: _____ Approved _____ Approved as Amended _____ Denied



New England Water Environment Association, Inc.
10 Tower Office Park, Suite 601, Woburn, MA 01801-2155
Tel 781-939-0908 | Fax 781-939-0907 | www.newea.org | mail@newea.org

2016/2017 NEWEA STRATEGIC PLANNING – SUMMARY REPORT MAY 12, 2017

DEFINITION

Strategic planning is an organization's process of defining its strategy, or direction, and making decisions on allocating its resources to pursue this strategy.

BACKGROUND

NEWEA had not performed a strategic planning/prioritization effort in over 10 years (last one was in 2004). As result, the initiation of an update to the NEWEA strategic plan began at the 2015 Spring Meeting. The effort began with a meeting (workshop of a special workgroup of current and past NEWEA leaders to discuss the need for an updated strategic plan. As a result of the workshop, recommendations on the format and content for the development of the updated strategic plan were provided. The minutes from the workgroups initial discussions, including recommendations for the need for a strategic planning effort as well as how that effort might be conducted, are included as an attachment to this document. This document served as an initial guide for subsequent strategic planning efforts.

As a result of the recommendations from the initial workgroup, a twelve person strategic planning task force was convened to begin to develop the plan. The participants were identified as thought leaders in NEWEA representing different backgrounds including geographic, employment, age, and NEWEA experience/association role(s) that are representative of the association membership.

Linda Kelly, former WEF Senior Director of Association Engagement & Governance, was consulted on how other WEF member associations had recently developed their strategic plans, and she provided some examples of how these plans were developed. It should be noted that most of these strategic planning efforts are usually conducted in a multiple day workshop format. However, out of respect for the participants time, the effort began with a two hour kickoff meeting with plans for a number of follow up calls and advancement of the plan through smaller

workgroups over the course of many months. A summary of the kick off workshop is included as an attachment to this document.

KICK OFF WORKSHOP SUMMARY

The following items were discussed briefly to set the overall intent of the strategic planning effort and to focus on the kickoff workshop's objective.

Kick Off Workshop's Objectives:

- Bring Clarity to NEWEA Longer Term Goals and Objectives
- Define Process
- Prioritize Critical Goals/Objectives

Long Term Planning Effort Objectives:

- Create a 3-5 year plan to identify annual goals/objective/measures
- Use plan to help guide the allocation of resources
- Use the plan every year:
 - To set fiscal year priorities (in advance of budgeting)
 - Provide guidance for the incoming VP related to potential planning session topics (to be reviewed in the fall)
- Have Past President report on strategic plan progress at each ECM (to keep the document "live").

The following items were briefly reviewed and defined:

- Review of NEWEA Objectives / Mission Etc.
- Definition of Strategic Planning
 - Critical Objectives (How we will succeed)
 - Goals (Things we must do)
 - Strategy (How we will do them)
 - Metrics (How to monitor success)

As a first step of the workshop, a SWOT (strengths, weaknesses, opportunities and threats) analysis for NEWEA was performed. The results of the analysis are discussed below.

SWOT Analysis and Critical Objective Identification

The components of a SWOT analysis were discussed, and a SWOT analysis was performed on the association as a whole. Through a brainstorming process, a number of elements (ideas) were identified for each SWOT category. Once the initial analysis was performed, the task force members identified which elements in each SWOT category (in their opinion) were critical to the success and improvement of the association going forward. As result of this analysis, four critical objectives for the association were identified. Additional details of the SWOT analysis are included in the summary of the kick off workshop, which is included as an attachment to this document.

Top Four Critical Objectives Identified

As a result of the SWOT analysis and prioritization of elements, the task force identified the top four critical objectives for the association for the next 3-5 years. These critical objectives are as follows, in no particular order:

- Increasing Public Awareness/Education in the following areas:
 - Media
 - Lobby
 - Water-based industry collaboration
- Increasing Membership in the following areas:
 - Regulator
 - Municipal
 - Educator
 - Young Professionals
 - Operators
- Continuing to Improve/Maintain Technical Program Excellence
- Collaborate More with other Associations

POST WORKSHOP EFFORTS

After the workshop, it was agreed that each of these critical objective would be examined in more detail by four smaller workgroups. The groups were tasked to further develop each critical objective into two to three specific goals to achieve that critical objective, a number of specific objectives/ actions were to be developed to achieve those specific goals, and, finally the group was to identify metrics for monitoring and evaluating the success of the specific objectives.

Specific Goals for Each Critical Objective

The following is a brief summary of the specific goals put forth by each work group for each critical objectives.

- Increase Public Awareness/Education
 - Improve/advance public awareness/education through media outreach
 - Improve/advance public awareness/education through lobby/legislative advocacy
 - Improve/advance public awareness/education by collaboration with other water-based industries
- Increase Membership
 - Increase membership in under-represented categories including REGULATOR, MUNICIPAL, EDUCATOR, YPs, and OPERATORS
 - Expand membership base (i.e., get new members) in ALL categories
- Improve/Maintain Technical Program Excellence
 - Facilitate acquisition of journal content
 - Facilitate more diversity/variety in technical presenters and technical content (regulators, academics, manufacturers, others)
- Collaborate More with other Associations
 - Increase joint messaging on public awareness of our need for infrastructure improvements and funding (Water for Life Campaign)
 - Collaborate on joint messaging and training through specialty conferences and public outreach, where applicable
 - Increase partnerships for legislative advocacy

A more detailed summary of each critical objective's specific goals (things we must do), their specific objectives/actions to meet the specific goals (how/when we will do them) metrics to evaluate the goals, and identifying who will be responsible for these items are included in the tables on the subsequent pages.

The intent of these summaries is to document details related to the work of the critical objective work groups for future use by others. The intent of the strategic planning effort is to serve as a road map for future initiatives by the association as deemed necessary or desired by the NEWEA leadership.

Specific Goals (things we must do)	Specific Objectives/Actions to Meet the Goals (how/when we will do them)	Identify Metrics (how will we evaluate goals)	Responsible Parties (for actions and evaluation of metrics)	General Notes
Media	Revisit Strategic Communications Plan and Update as necessary	How is plan proceeding??, are there any roadblocks or need for additional strategies, what additional measures are necessary to implement?	Executive Director and Communications Director	
	Review responsibilities and accountability and adjust as necessary.	Are we responsive? Timeliness is critical. Press releases, direct access to media outlets(newspapers, TV reports)	Executive Director and Communications Director, Past President(staff review)	
	Consider outsourcing media relations role	Cost versus value	Executive Director and Communications Director	
	Provide financial support to implement	What value does this provide to our members?	President and Finance Committee	
Lobbying	Continue education on need to fund water infrastructure	Are our advocacy activities providing a difference?	Executive Director, Government Affairs, SMT	
	Continue Support ASAs with direct advocacy	Are ASAs improving their advocacy programs?	Executive Director, Government Affairs, SMT, ASA State Directors	
	Provide additional training for effective advocacy	Get feedback from ASA that participate	Executive Director, Government Affairs, SMT, ASA State Directors	
	Consider funding lobbying organizations as means to support such as NACWA, AMSA, WEF	Target specific campaigns with issues that concern New England members	Executive Director, Government Affairs, SMT	
Water Based Industry Collaboration	Leverage all our existing collaborative efforts with our partners(WEF, NEWWA, NEAPWA, NEIWPC) to expand our messaging on value of water - (i.e. A Day Without Water)	Cost of services versus value to our members	Executive Director, Communications Director, Public Awareness Committee	
	Partner with NEWWA on water based advertising to increase public awareness	Consider number of impressions versus cost of advertising	Executive Director, Communications Director, Public Awareness Committee	

CRITICAL OBJECTIVE - INCREASE MEMBERSHIP

Last Updated

1/4/2017

Work Group - Justin Skelley, Janine Burke Wells, Paul Patrick Casey

Specific Goals (things we must do)	Specific Objectives/Actions to Meet the Goals (how/when we will do them)	Identify Metrics (how will we evaluate goals)	Responsible Parties (for actions and evaluation of metrics)	General Notes
Increase Membership in Under-Represented Categories Including REGULATOR, MUNICIPAL, EDUCATOR, YPs, and OPERATORS	Survey other associations (i.e., NYWEA) to determine what they have done to increase membership	N/A- results will be used to drive the creation of additional objectives/actions to meet the goal over time	Membership Committee	
	Develop outreach materials to promote the professional benefits of belonging to NEWEA which target under-represented membership categories.	- Add a "How did you hear about us?" question on NEWEA member applications to quantify the benefit and visibility of these materials - Track and measure membership numbers on under-represented member categories over time	Membership Committee	
	Reduce membership fees, provide discounted conference rates, increase award opportunities for these under-represented categories	?		
Expand Membership Base (i.e., get new members) in ALL Categories	Review and compile information about NEWEA programs targeted to various membership categories	N/A- results will be used to drive the creation of additional objectives/actions to meet the goal over time	NEWEA Office, Senior Management Team, and Membership Committee	Role for Assessment & Development Committee (from information compiled on all the various committees)?
	Survey NEWEA members to collect ideas as to what people think are the major hurdles that prevent some from joining NEWEA	N/A- results will be used to drive the creation of additional objectives/actions to meet the goal over time	Membership Committee	Instead of trying to survey outside folks, let's "crowdsource" ideas with a survey in an email blast to our own membership
	Review information from previous planning session on membership OR plan a planning session on increasing membership.	N/A- results will be used to drive the creation of additional objectives/actions to meet the goal over time	Strategic Planning Goal Group (Janine, Justin, Paul)	Waiting to hear from Mike Bonomo regarding previous efforts in this area.
	Develop outreach materials to promote the professional benefits of belonging to NEWEA which target all membership categories.	- Add a "How did you hear about us?" question on NEWEA member applications to quantify the benefit and visibility of these materials - Track and measure membership numbers on all member categories over time	Membership Committee	

Specific Goals (things we must do)	Specific Objectives/Actions to Meet the Goals (how/when we will do them)	Identify Metrics (how will we evaluate goals)	Responsible Parties (for actions and evaluation of metrics)	General Notes
Facilitate Acquisition of Journal Content	Update conference (AC, Spring, specialty) moderator/Assis Mod form to identify the best paper in each session that could be developed into a journal article	confirm form is being updated and used at each conference.	Program committee for (AC/Spring, Janice in conjunction with chair at specialty conferences)	
	Review and develop a list of identified authors and papers including appropriate journal categories quarterly or after each conference to identify potential content for upcoming journal themes	confirm list is being updated and reviewed against the upcoming journal topics in advance of the next few journals	Journal Committee	
	Reach out (call) identified papers authors to solicit journal article based on their identification as a high quality author/topic	confirm calls are being made and monitor success of reach out effort	Journal Committee	
	Identify upcoming topics more regular so the membership constantly sees/hears about the upcoming Journal topics (Journal chair to mention at each ECM, put in each journal as call out box on the "from the editor page", include in each conference program (as call out box), include in each "What's NEWEA Email Blast", include in each Waterlink Issue, include in call for abstracts (call out box).	Confirm this is being done quarterly as the new Journal Topic Schedule is updated. Monitor the number of papers submitted to evaluate success of effort.	Journal committee in conjunction with committee responsible with various media noted.	make it so the membership knows what topics are coming up as much as they know what the next spring meeting location are
Facilitate More Diversity/Variety in Technical Presenters and Technical Content (Regulators, academics, manufacturers, others.)	Reach out to manufacturers (find out their needs, what are their challenges to presenting)	confirm being done and advance identification and further development of other related specific goals	manufactures rep and exhibits	consider assistance from others if needed
	Look at potential of a traveling manufactures session like WEFTEC (contingent on the goal above)	Reach out to WEF to determine how their program is run	manufactures rep and exhibits	consider assistance from others if needed
	Conduct regulatory session at each AC (identify needs, topics, issues for regulators)	Confirm being done and assess the attendance and feedback from presenters and attendees	gov't affairs/program	
	Develop a regulatory session at each spring meeting (identify needs, topics, issues for regulators)	Confirm being done and assess the attendance and feedback from presenters and attendees	to be developed by Host state director ASA and gov't affairs.	put the requirement to put the session on in their charge
	Reach out to the regulators (to find out their needs, what are their challenges to presenting)	confirm being done and advance identification and further development of other related specific goals	gov't affairs/membership	consider assistance from others if needed
	Continue to conduct a student/YP session at each AC (identify needs, topics, issues for students)	Confirm being done and assess the attendance and feedback from presenters and attendees	Program/YP/Student Activities	consider assistance from others if needed

Specific Goals (things we must do)	Specific Objectives/Actions to Meet the Goals (how/when we will do them)	Identify Metrics (how will we evaluate goals)	Responsible Parties (for actions and evaluation of metrics)	General Notes
Improve Membership Access/Experience to Previous Technical Content	Increase marketing/messaging on what is available (did you know that you can get).	Confirm that the information is getting to membership 3 times a year or more) (in AC follow up, What's NEWEA, Journal, etc.). Track web page hits if possible (see notes).	Communications council (applicable committees to develop "notices of content"). Tracking of hits (NEWEA office)	Can this be tabulated per web site hits (confirm with the office)
	Make sure we are leveraging the technical content on the website (journal/conferences). Include newsletter content and white paper content. Improve search ability and make more forward facing on the web landing page.	Track web hits if possible (see notes)	NEWEA Office/Web Committee/other content specific committees	Members only or allow public access?
	Let our membership know that there are a number of technical committees that can be approached for assistance (directly or indirectly) with technical specific technical issues.	Confirm that the information is getting to membership 3 times a year or more) (in AC follow up, What's NEWEA, Journal, etc.).	NEWEA Office/Web Committee/other content specific committees	

Specific Goals	Specific Objectives/Actions to Meet the Goals	Identify Metrics	Responsible Parties	General Notes
(things we must do)	(how/when we will do them)	(how will we evaluate goals)	(for actions and evaluation of metrics)	
a. Increase public awareness of our need for infrastructure improvements and funding (Water for Life Campaign)	NEWWA	Benchmark by the number of joint messages/year	NEWEA SMT and Executive Director	
	APWA NE	Benchmark by the number of joint messages/year	NEWEA SMT and Executive Director	
	NEIWPC	Benchmark by the number of joint messages/year	NEWEA SMT and Executive Director	
	NEBRA	Benchmark by the number of joint messages/year	NEWEA SMT and Executive Director	
	NACWA	Benchmark by the number of joint messages/year	NEWEA SMT and Executive Director	
	ASCE	Benchmark by the number of joint messages/year	State Director w/ appropriate ASA Comm. Chair	Since this Association(s) membership is State Focused, Public Awareness Campaigns should be driven through State Association
	ACEC	Benchmark by the number of joint messages/year	State Director w/ appropriate ASA Comm. Chair	Since this Association(s) membership is State Focused, Public Awareness Campaigns should be driven through State Association
	UCANE	Benchmark by the number of joint messages/year	State Director w/ appropriate ASA Comm. Chair	Since this Association(s) membership is State Focused, Public Awareness Campaigns should be driven through State Association
	AGC	Benchmark by the number of joint messages/year	State Director w/ appropriate ASA Comm. Chair	Since this Association(s) membership is State Focused, Public Awareness Campaigns should be driven through State Association
	Rural Water Assoc.	Benchmark by the number of joint messages/year	State Director w/ appropriate ASA Comm. Chair	Since this Association(s) membership is State Focused, Public Awareness Campaigns should be driven through State Association
NGO's	Benchmark by the number of joint messages/year	NEWEA SMT and Executive Director	Since these potential partnerships carry high exposure, NEWEA should assess	
b. Collaborate on Joint Messaging and Training through Specialty Conferences and Public Outreach where applicable	NEWWA	Continue and look for opportunities to expand collaboration	NEWEA SMT and Executive Director	
	APWA NE	Continue and look for opportunities to expand collaboration	NEWEA SMT and Executive Director	
	NEIWPC	Continue and look for opportunities to expand collaboration	NEWEA SMT and Executive Director	
	NEBRA	Continue and look for opportunities to expand collaboration	NEWEA SMT and Executive Director	
	NACWA	Continue and look for opportunities to expand collaboration	NEWEA SMT and Executive Director	
	ASCE	Periodically Attend Association BOD/EC Meetings (1-2X/yr)	State Director w/ appropriate ASA Comm. Chair	
	ACEC	Periodically Attend Association BOD/EC Meetings (1-2X/yr)	State Director w/ appropriate ASA Comm. Chair	
	UCANE	Periodically Attend Association BOD/EC Meetings (1-2X/yr)	State Director w/ appropriate ASA Comm. Chair	
	AGC	Periodically Attend Association BOD/EC Meetings (1-2X/yr)	State Director w/ appropriate ASA Comm. Chair	
	Rural Water Assoc.	Periodically Attend Association BOD/EC Meetings (1-2X/yr)	State Director w/ appropriate ASA Comm. Chair	
	NGO's	N/A		

Specific Goals	Specific Objectives/Actions to Meet the Goals	Identify Metrics	Responsible Parties	General Notes
(things we must do)	(how/when we will do them)	(how will we evaluate goals)	(for actions and evaluation of metrics)	
c. Partnerships for Legislative Advocacy	NEWWA	Hold meeting/conference call to review annual legislative docket (late Fall early Winter)	NEWEA GA Committee Chair and Members	Review State and Federal Legislation as it emerges and collaborate suggested Fall and Early each year to identify critical items and joint strategies
	APWA NE	Hold meeting/conference call to review annual legislative docket (late Fall early Winter)	NEWEA GA Committee Chair and Members	Review State and Federal Legislation as it emerges and collaborate suggested Fall and Early each year to identify critical items and joint strategies
	NEIWPC	Hold meeting/conference call to review annual legislative docket (late Fall early Winter)	NEWEA GA Committee Chair and Members	Review State and Federal Legislation as it emerges and collaborate suggested Fall and Early each year to identify critical items and joint strategies
	NEBRA	Hold meeting/conference call to review annual legislative docket (late Fall early Winter)	NEWEA GA Committee Chair and Members	Review State and Federal Legislation as it emerges and collaborate suggested Fall and Early each year to identify critical items and joint strategies
	NACWA	Hold meeting/conference call to review annual legislative docket (late Fall early Winter)	NEWEA GA Committee Chair and Members	Review State and Federal Legislation as it emerges and collaborate suggested Fall and Early each year to identify critical items and joint strategies
	ASCE	Hold meeting/conference call to review annual legislative docket (late Fall early Winter)	State Association GA Committee Chair and Members	Review State and Federal Legislation as it emerges and collaborate suggested Fall and Early each year to identify critical items and joint strategies
	ACEC	Hold meeting/conference call to review annual legislative docket (late Fall early Winter)	State Association GA Committee Chair and Members	Review State and Federal Legislation as it emerges and collaborate suggested Fall and Early each year to identify critical items and joint strategies
	UCANE	Hold meeting/conference call to review annual legislative docket (late Fall early Winter)	State Association GA Committee Chair and Members	Review State and Federal Legislation as it emerges and collaborate suggested Fall and Early each year to identify critical items and joint strategies
	AGC	Hold meeting/conference call to review annual legislative docket (late Fall early Winter)	State Association GA Committee Chair and Members	Review State and Federal Legislation as it emerges and collaborate suggested Fall and Early each year to identify critical items and joint strategies
	Rural Water Assoc.	Hold meeting/conference call to review annual legislative docket (late Fall early Winter)	State Association GA Committee Chair and Members	Review State and Federal Legislation as it emerges and collaborate suggested Fall and Early each year to identify critical items and joint strategies
	NGO's	TBD	NEWEA GA Committee Chair and Members	TBD

POTENTIAL NEXT STEPS

It is the intent that this strategic planning document be a useful document for the association and not just sit on a shelf (or more likely a network or hard drive). It should be a fluid document that should be consulted and updated regularly to keep NEWEA's long term strategic objective clear and current, including the addition or removal of new and old critical objectives as appropriate. The following are some suggestions for the potential next steps for this document with their implementation ultimately decided by current and future NEWEA Senior Management Teams and officers.

With the current intent not to hold the Annual March NEWEA Planning Session in 2017, it is important that the Senior Management Team and other officers review the contents of the strategic plan yearly. It is recommended that the Past President lead the review of this document with others.

If and when the Senior Management Team and other officers decide to hold another planning session (or in some other manner endeavor to pursue one or more strategic initiatives for the association), this document could be used to help identify and advance these initiatives.

Under the previous planning session format, the document could be used to help the upcoming officers (Vice President, President Elect, or others) to identify the critical objective(s) of the association that they may want to undertake in the next couple of years and advance through their presidency. In addition, it is recommended that one or more officers (likely the Vice President and/or President Elect) be tasked annually with updating the plan (even if just a little bit) as deemed necessary based on the review led by the Past President. This will help these officers to become familiar with the document and critical objectives of the association in preparation for the development and execution of their initiatives in the years leading up to and including their presidential year. In addition, this early identification of initiatives will assist in the annual budgeting process if financial resources are required to advance an initiative.

Another recommendation to keep this planning document "live" and the other officers and committee chairs engaged would be to have the Past President (or other officer) report out on the current status of NEWEA's strategic plan at each executive committee meeting or perhaps every other.

ATTACHMENTS

2015 Strategic Planning Exploratory Work Group – Meeting Minutes June 18, 2015
2016 Strategic Planning Kickoff Workshop – Notes/Minutes – July 2016

Respectfully Submitted - NEWEA 2016 Strategic Planning Task Force

- Matt Formica, 2016 Past President, Strategic Planning Task Force Lead
- Mary Barry, 2016 Executive Director
- Jim Barsanti, 2016 President Elect
- Dan Bisson, 2016 NEWEA WEF Delegate
- Mike Bonomo, 2016 Nominating Committee Chair
- Andre Brousseau, 2016 Operations Challenge and Gov't Affairs Committees
- Janine Burke Wells, 2016 Vice President
- Paul Patrick Casey, Exhibit Committee Chair
- Peter Goodwin, 2016 Past Maine State Director
- Jenn Lachmayr, 2016 Communications Council Director
- Elena Proakis Ellis, 2016 Meeting Management Director
- Justin Skelley, 2016 Young Professionals Committee Chair

2015 STRATEGIC PLANNING EXPLORATORY WORK GROUP
– MEETING MINUTES JUNE 18, 2015

Meeting Minutes
June 18, 2015

Taskforce – Recommendations for NEWEA Planning

Attendees: Jim Barsanti, Roger Janson, Jim Pappas, Douglas Miller, Mike Bonomo

Background and Agenda

As you all know we have been holding Annual Planning Meetings for several years.

These Planning Sessions have led to many new, successful initiatives.

One thing that has been noted is these initiatives often require funding. Another issue is the Planning Session initiatives are at the Vice President's discretion in discussion with others on the SMT. There is no long term plan that guides these annual initiatives. At the recent Spring Meeting there was a discussion that perhaps the Annual Planning Agenda should be more in concert with a Long Range or 5 Yr. Plan. Matt has asked me to assemble a Task Force to determine how NEWEA can improve our Planning process to incorporate new initiatives that are in concert with long range identified needs.

Some of the elements to be examined are:

- What is the objective of NEWEA Long Range Planning?
 - this taskforce is to develop the "plan for the plan". Establish a long range planning process.
 - vehicle to operationalize annual planning
 - focus should be financial health of the association
 - revisit the 2004-2009 and the 1998 Strategic Plan
 - provide a road map for the annual planning and document the plan
 - 5 yr planning should be independent on Annual Planning Session
- Who should participate in the Long Range Planning?
 - look at past make-up of Committee
 - should not be too many people. 5-10;
 - Past President – Chair; President-Elect; Sr. WEF Director, Rep State Director, Council Director (Communication- 1st choice), YP, E.D.; Past President from 3-10 years prior and still involved; - Meeting Mgt Director/Manufacturers Rep Chair;
- Is 5 years the right time frame or should it be something else? 10 years? 3 Years?
 - Take a step back from annual planning and in 2016 develop a 5 yr Strategic Plan
- How will this dovetail with the Annual Planning initiatives? Should it?
 - Nothing stopping V.P. from taking on an initiative in 2016, however may be a good idea to step back before we take on new initiatives.
- How will it be documented and be a living document and not something that gets developed and collects dust for 5 years?
- When should this be done? That is venue, time of year?
- Whatever is decided and approved by the Executive Committee needs to be included in the Org Manual.
- Other issues??

Based on your leadership in NEWEA I am hoping you will be willing to participate in the discussion and development of recommendations as described above.

We will do most of our work by email and conference calls.
I randomly have suggested a delivery date at the January 2016 Annual Conference. We can discuss this.

Next Meeting [Wed, July 1, 3:00PM](#)

2016 STRATEGIC PLANNING KICKOFF MEETING
– NOTES/MINUTES – JULY 2016



New England Water Environment Association, Inc.
10 Tower Office Park, Suite 601, Woburn, MA 01801-2155
Tel 781-939-0908 | Fax 781-939-0907 | www.newea.org | mail@newea.org

2016 NEWEA Strategic Planning Kickoff Meeting – Notes/Minutes
Sunday
10:00 AM – 12:30 PM
June 5, 2016 - Room Location – Salon D

The following were in attendance: M. Barry, J. Lachmayr, M. Bonomo, Paul Casey, J. Burke-Wells, J. Barsanti, A. Brousseau, P. Goodwin, D. Bisson, M. Formica

The following is a brief summary of the kickoff meeting including the results of the SWOT analysis performed and the subsequently identified Critical Objectives for the association for the next 3 -5 years.

Background

It was noted that NEWEA had not done a long term strategic plan/prioritization in over 10 years (last one was in 2004). It was noted that the participants we identified as thought leaders in NEWEA representing different geographic, employment, age, and NEWEA experience backgrounds that are representative of the association membership.

It was noted that most of these strategic planning efforts are usually conducted in a multiple day workshop format. However out of respect for everyone's time, we have made this a two hour meeting with plans for a number of follow up calls and advancement of the plan through smaller workgroups.

There is a lot of work to be done subsequent to this meeting to develop a strategic plan and this kickoff meeting was just the first step get this effort going.

The agenda was used and template for the kickoff meetings efforts along with some slides that were provide (both are attached).

The following items were discussed briefly to set overall intent of the strategic planning effort and to focus on the kickoff meeting's objective.

- Kick Off Meeting's Objectives
 - Bring Clarity to NEWEA Longer Term Goals and Objectives
 - Define Process
 - Prioritize Critical Goals/Objectives

- Long Term Objective
 - Create a 3-5 year plan to identify annual goals/objective/measures
 - Use plan to help guide the allocation of resources
 - Use the plan every year:
 - To set fiscal year priorities (in advance of budgeting)
 - Provide guidance for the incoming VP related to potential planning session topics (to be reviewed in the fall)
 - Have Past President report on strategic plan progress at each ECM (to keep the document "live").

The following items were briefly reviewed and defined

- Review of NEWEA Objectives / Mission Etc.
- Definition of Strategical Planning
 - Critical Objectives (How we will succeed)
 - Goals (Things we must do)
 - Strategy (How we will do them)
 - Metrics (how to monitor success)

SWOT Analysis and Prioritization

The components of a SWOT (strengths, weaknesses, opportunities and threats) Analysis were discussed and a SWOT analysis was performed on the association as a whole. Once the analysis was performed, all attendees identified which elements in each SWOT Category were in their opinion critical to the association. The brainstorming ideas in each SWOT analysis category and the number of priority points (in brackets) received are summarized below.

Strengths

- Conferences (11)
 - Technical Excellence (sessions)
 - Networking
 - Educational Programs
- Diversity of the Association. – including the State Associations (it's the people who are dedicated) (4)
- Networking (11)
- One Stop Shopping (1)
- Professionalism (4)

- Built on Respect and Trust
- Organizational Structures
- No Egos
- Public Awareness Programs (6)
- Succession Planning (4)
- Education Programs (4)
- Focused Message (1)
- Financial Health (4)
- Continuous Improvement Mentality (1)
- Communications Platforms(10)
 - Journal
 - Newsletter
 - Website

Weaknesses

- Public Recognition (NEWEA brand) (12)
- Voice not Strong Enough (lobbying coalitions, advocacy) (14)
- No Media Relations (inactive committee) – no unified message (14)
- Losing Longevity in Leadership (for history, past efforts) (6)
- Six States to Work with (5)
- Revenue Significantly Dependent on Annual Conference – Limited revenue diversity (2)
- Regulator, YP, Operator Participation (11)
- Operator Certification Program (5)

Opportunities

- Public Outreach (increase!) One Water, No New Water (19)
- Infrastructure Failures – publicize (12)
- Succession Planning – NEW BLOOD (3)
- Collaboration w/ Other Associations (3)
- Collaborating w/ Water-Based Industries (9)
- Operator Education/Training – Under the NEWEA brand (3)
- Public Sector Members (13)
- Regulator Members (4)
- Educator Members (professors/students) – Establish peer reviews for publications (5)
- Bring a National Conference to New England (4)

Threats

- So Many Water Associations (12)
- Public doesn't Value or Understand Water (14)
- Lack of Support by Employers (10)

- Industry Consolidation (eng firm, contract ops) (7)
 - Potential for NEWEA Revenue Reduction (advertising, sponsorships, memberships)
- Generational Issues – short-term attention (4)
- Economic Downturns (0)
- Lack of Public Trust (post-Flint) (3)
- Limitations of Technology (0)
- Succession of People (retiring!) (5)

Top 4 Critical Objectives Identification

Subsequent to the SWOT analysis and prioritization of elements the group identified the top 4 critical objective for the association for the next 3-5 years. They were as follows in no particular order:

- Increasing Public Awareness/Education in the following areas:
 - Media
 - Lobby
 - Water-based industry collaboration
- Increasing Membership in the following areas:
 - Regulator
 - Municipal
 - Educator
 - YPs
 - Operators
- Continuing to Improve/Maintain Technical Program Excellence
- Collaborate more with other Associations

Next Steps

It was agreed that each of these areas would be examined in more detail by four groups. The group will further develop these critical objectives into specific goals, specific objectives to achieve those goals and metrics for monitoring the specific objective. Matt will follow up with an email summarizing the next steps for the groups. The groups are as follows:

- Public Awareness/Education (Dan, Jenn, Mike)
 - Media
 - Lobby
 - Water-based industry collaboration
- Increase Membership (Justin, Paul, Janine)
 - Regulator
 - Municipal

- Educator
- YPs
- Operators
- Improve/Maintain Technical Program Excellence (Jim, Matt, Elena)
- More Collaboration w/other Association (Mary, Peter, Andre)

The groups will present their follow up work in written and oral form to the larger group on a future conference call (schedule to be determined). With feedback on the call each group can then finalize their written summarize for inclusion into a final strategic planning document.



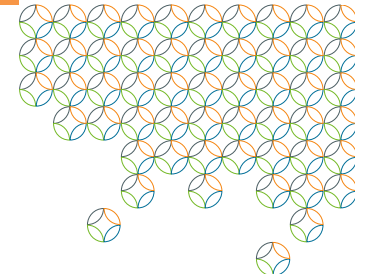
New England Water Environment Association, Inc.
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2016 NEWEA Strategic Planning Kickoff Meeting
Sunday
10:00 AM – 12:30 PM
June 5, 2016 - Room Location – Salon D

- Introductions
- Today Objectives
 - Bring Clarity to NEWEA Longer Term Goals and Objectives
 - Define Process
 - Prioritize Goals/Objectives
- Long Term Objective
 - Create a 3-5 year plan to identify annual goals/objective/measures
 - Use plan to help guide the allocation of resources
 - Use the plan every year:
 - To set fiscal year priorities (in advance of budgeting)
 - Provide guidance for the incoming VP related to potential planning session topics (to be reviewed in the fall)
 - Have Past President report on strategic plan progress at each ECM (to keep the document “live”).
- Kick Off Agenda
 - 10:00 Welcome
 - 10:05 Review Workshop Objectives and Assumptions/Review of Mission Etc.
 - 10:15 Define
 - Critical Objectives (How we will succeed)
 - Goals (Things we must do)
 - Strategy (How we will do them)
 - Metrics (how to monitor success)
 - 10:30 SWOT Analysis (approx. 15 min per topic)
 - 11:30 Prioritize the Top 6 Elements in each SWOT Category
 - 11:40 Identify the Top 4 Critical Objective and Goals
 - 11:50 Develop Schedule Going Forward / Calls and Tasks
 - 12:00 Adjourn



NEWEA
WORKING FOR WATER QUALITY



NEWEA

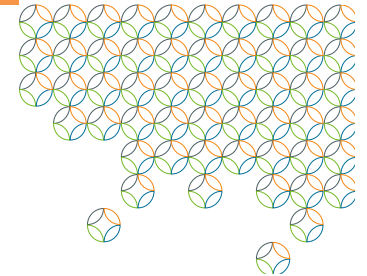
Strategic Planning & Goal Setting Workshop

June 5, 2016

NEWEA'S Mission



NEWEA
WORKING FOR WATER QUALITY

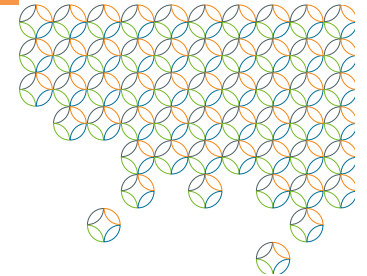


NEWEA's mission is to promote education and collaboration while advancing knowledge, innovation, and sound public policy for the protection of the water environment and our quality of life.

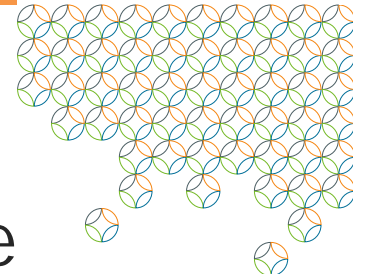
STRATEGIC PLAN COMPONENTS



NEWEA
WORKING FOR WATER QUALITY



GOALS & OBJECTIVES - WORKING DEFINITION



Goals are broad; objectives are narrow

Goals are general intentions; objectives are precise

Goals are intangible; objectives are tangible

Goals are abstract; objectives are concrete

Example:

Goal: To boldly go where no man has gone before.

*Objective: Explore the Planet Tatooine by June 2016,
within the budget of \$20M Galactic Credits.*

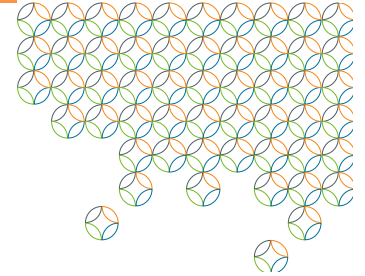
GOALS & OBJECTIVES - WORKING DEFINITION



Example:

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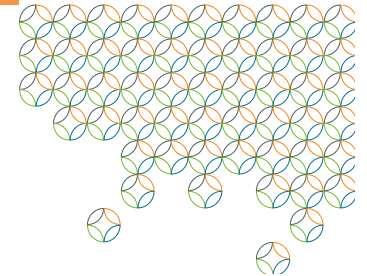
TODAY WE WANT TO FOCUS ON GOALS!



SWOT ANALYSIS



NEWEA
WORKING FOR WATER QUALITY



Strengths

(areas you do well or advantages of your organization)

Opportunities

(external factors that may contribute to your organization and can build up your strengths)

SWOT

Weaknesses

(areas to be improved)

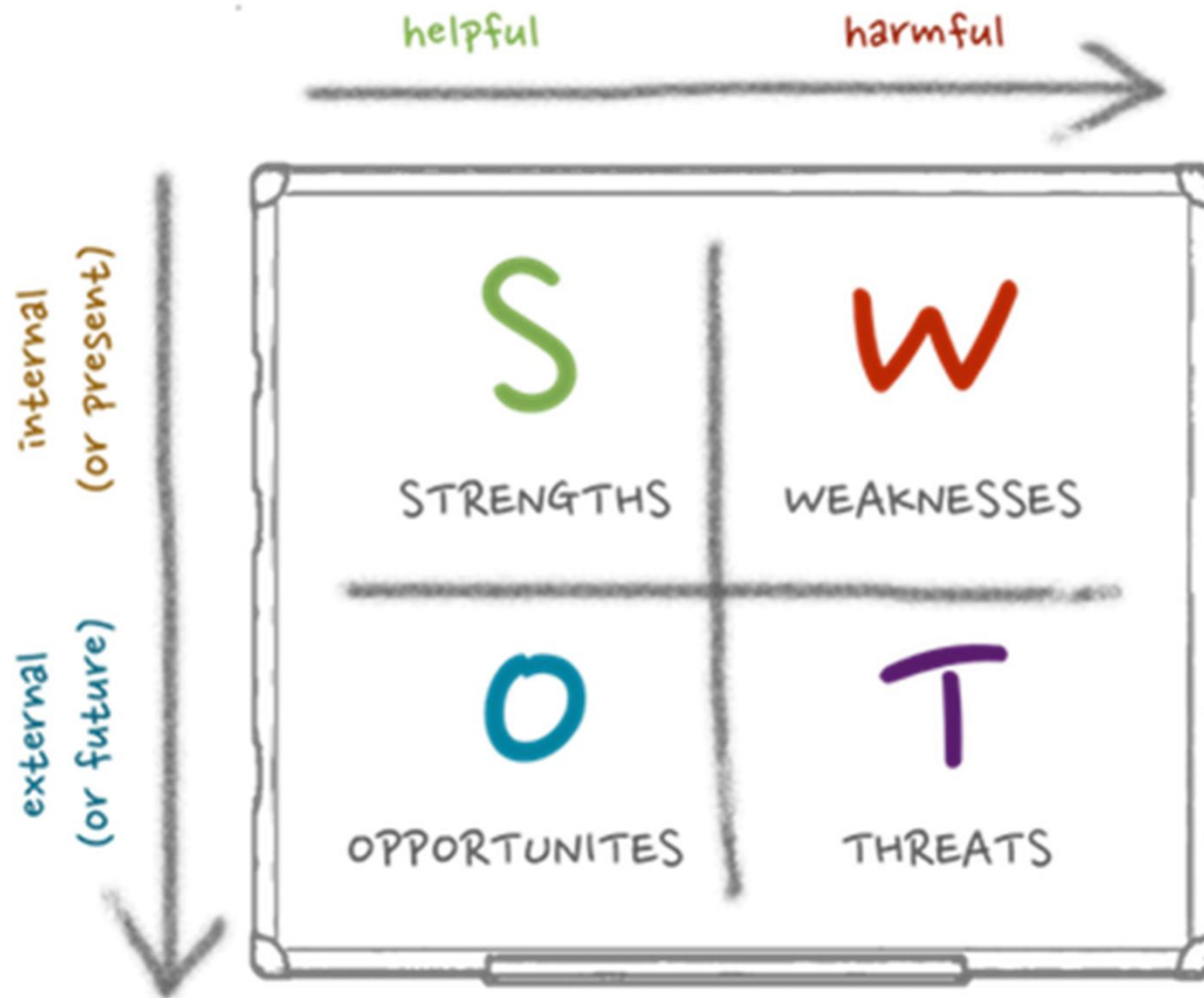
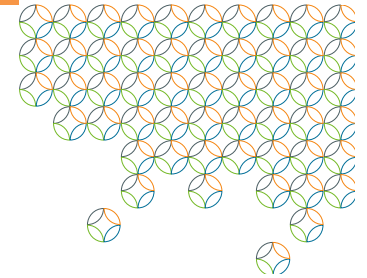
Threats

(potential problems/risks caused by external factors that your organization may face)

SWOT ANALYSIS



NEWEA
WORKING FOR WATER QUALITY





- > What you can do well?
- > How you stand apart from your competitors?
- > Do you possess strong research and development capabilities?
- > What internal resources do you have?
- > What kind of tangible assets (capital, credit, distribution channels or technology) you own?

S

STRENGTHS

- > Which areas need improvement to compete with your strongest competitor?
- > What does your business lack?
- > Are there any limited resources?
- > Is your business in a poor location?

W

WEAKNESSES

- > What opportunities exist in your market?
- > How can these benefit?
- > Is the perception of your business positive?
- > Had there been any changes the market recently?

O

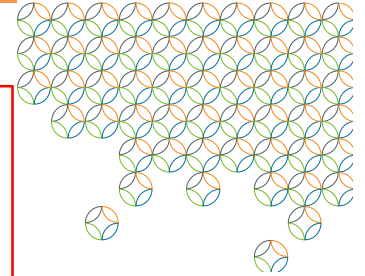
OPPORTUNITIES

- > Who are your potential competitors?
- > Which factors you need to control to prevent the risks to your business?
- > Is there anything, deteriorating your revenues or profits?
- > What threatens your marketing efforts?

T

THREATS

ILLINOIS WEA SWOT EXAMPLE



STRENGTHS

- Programming
 - Annual Conference
 - One Day Mini Conferences
 - Dinners
- Volunteer Dedication

WEAKNESSES

- Limited Number of Volunteers
- Young Professional Membership
- Student Chapter
 - Turnover of students

OPPORTUNITIES

- Operator Training Requirements
- Synergies with other Organizations

THREATS

- Other Organizations Competing for Membership
- Ageing Wastewater Workforce



**New England Water Environment Association
Executive Committee Meeting
September 20, 2017**

ACTION ITEM: 2016 Planning Session Summary Report

Approval of 2016 Planning Session: Student and Young Professional Engagement Summary Report

Respectfully submitted September 20, 2017 by James Barsanti, 2017 President, Janine Burke-Wells, 2017 President Elect, Anthony Giovannone, Young Professionals Engagement Workgroup Facilitator, Carina Hart, Student Engagement Work Group Facilitator, and Mary Barry Executive Director.

ACTION ITEM

James Barsanti, 2017 President, Janine Burke-Wells, 2017 President Elect, Anthony Giovannone, Young Professionals Engagement Workgroup Facilitator, Carina Hart, Student Engagement Work Group Facilitator and Mary Barry, Executive Director, recommend that the Executive Committee accept the 2016 Planning Session Summary Report as described above.

Action: _____ Approved _____ Approved as Amended _____ Denied



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To: NEWEA Executive Committee
From: James Barsanti, 2017 President, Janine Burke-Wells, 2017 President Elect, Anthony Giovannone, Young Professionals Engagement Workgroup Facilitator, Carina Hart, Student Engagement Work Group Facilitator, Mary Barry Executive Director
Subject: 2016 Planning Session: Student and Young Professional Engagement Summary Report
Date: September 20, 2017

The following is a compilation and summary of the discussions and recommendations from the 2016 Planning Session that was convened in Manchester, New Hampshire on March 6th and 7th, 2016. The Planning Session agenda, list of attendees, and the meeting kickoff presentation are included.

Topic – Student Engagement and Development

The following summarizes the initiatives that were recommended by the Student Engagement Work Group and the current status:

1. Changing committee charge language to include student outreach activities.

Subsequent to the Planning Session, a subcommittee of attendees prepared draft language to be inserted in each NEWEA committee charge. The following language was proposed and submitted to the Assessment and Development Committee for review and comment:

- I. Specific Duties To participate in a least one existing or new student outreach activity each year to promote awareness and opportunities in the water and wastewater community.
- II. Tasks Participate in a minimum of one existing or new student outreach activity during each year to promote awareness and opportunities in the water and wastewater community.

The language was reviewed as a Discussion Item at the September 21, 2016 Executive Committee Meeting and approved and adopted as an Action Item at the November 16, 2016 Executive Committee Meeting. The language has been included in the latest revision of the Organization Manual.

2. Develop a list of technical and vocational schools as a resource and post on the Public Education Committee’s Student Outreach President’s Challenge webpage.

The workgroup determined that vocational and technical high schools could benefit from additional exposure to our industry. Based on this, the group decided to build upon the existing President’s Challenge by compiling a list of vocational and technical schools in New England by state. The purpose of this list is to provide potential locations for individuals to conduct presentations to applicable classrooms and students. The guidance counselor contact information was decided to be provided so they could accurately connect

the presenting professional with the class or group that may best benefit from the presentation. The development of the spreadsheet is ongoing, once it is complete, it will be posted on the Public Education Committee's President's Challenge webpage.

3. Increase NEWEA sponsored student chapters at local colleges and universities.

NEWEA members have made ongoing efforts to connect with local New England colleges and universities. The connection is typically with a student chapter within the Civil & Environmental department students. Activities include presentations for the students, faculty advisor and classes. The following local colleges and universities that NEWEA has been working with or will be working with include: University of Maine, Worcester Polytechnic Institute, University of Massachusetts, University of Connecticut, Wentworth Institute of Technology, University of Vermont, University of Rhode Island, and University of New Hampshire.

In 2015, the Executive Committee initiated plans to hold our September ECM at a New England college or university to provide opportunities to directly connect with students. Since that time we have had events at WPI in September 2015, University of Massachusetts, Lowell in April 2016, and URI in September 2016. We are currently working with UNH to schedule of September 2017 ECM on campus. We have also conducted student outreach activities at the University of Vermont in November 2016 and the University of Maine in March 2017. With respect to student chapters, during the spring of 2017, we met several times with WPI's student chapter of the American Academy of Environmental Engineers and Scientists. The chapter is currently revising its charter to include an affiliation with NEWEA. We will continue to work with and support our student chapters at Northeastern and Wentworth.

Topic – Young Professionals Engagement and Development

The following summarizes the initiatives that were recommended by the Young Professionals Work Group and the current status:

1. Establish a Young Professionals Summit at the Annual Conference to connect YPs with mentors and learn professional development skills

Subsequent to the Planning Session, the Young Professionals Work Group and YP Committee initiated planning for a 2017 YP Summit. They developed an agenda and recruited a roster of speakers. The session was convened at the Annual Conference on Sunday afternoon January 22nd, with approximately 80 YPs. The presenters were from a wide spectrum of the industry and reviews of the content and activities of the summit by attendees were very positive. The YP Committee is currently planning for the 2018 event.

2. Establish and refine the Young Professionals Committee structure.

The Workgroup prepared a proposed committee structure for officers with roles for Communications, YP Summit, Events (such as the Poo and Brew), and Student Activities/Student Poster Competition. Assignment of roles is ongoing.

Role	General Responsibilities	Leadership Responsibilities	Communications & Deliverables
Chair (3-year term)	<ul style="list-style-type: none"> Mentor Vice-Chairs, Subcommittee chairs Selection team for Vice-Chair Membership recruiting and promotion of Committee 	<ul style="list-style-type: none"> Preside over Committee meetings Attend half of Committee subcommittee meetings 	<ul style="list-style-type: none"> Coordinate and communicate with NEWEA Executive Director and Outreach Council Director Lead Committee communication and bi-monthly Committee calls Prepare yearly operating budgets
Vice-Chair (3-year term)	<ul style="list-style-type: none"> Assist Chair with deliverables Mentor Subcommittee Chairs Assist with membership recruiting and promotion of Committee 	<ul style="list-style-type: none"> Preside over Committee meetings in Chairs absence Attend half of Committee subcommittee meetings 	<ul style="list-style-type: none"> Participate in bi-monthly Committee calls Lead activities as requested by Chair Assist in preparation of yearly operating budgets
Past-Chair (3-year term)	<ul style="list-style-type: none"> Selection team for incoming Vice-Chair Assist with membership recruiting 	<ul style="list-style-type: none"> Mentor and advise Chair and Vice-Chair on an 'as-needed' basis 	<ul style="list-style-type: none"> Lead activities as requested by Chair
Communications Chair (2-year term)	<ul style="list-style-type: none"> Serves as liaison to WEF SYPC, State Associations, and Newsletter Committee Preside at all subcommittee meetings and report out at Committee meetings Assist with membership recruiting 	<ul style="list-style-type: none"> Attend WEF SYPC calls Develops outgoing communications delegating task to sub-committee members 	<ul style="list-style-type: none"> Participate in bi-monthly Committee calls Submit progress updates to Chair and Vice-Chair via Committee calls Update Committee on WEF SYPC updates via Committee calls
YP Summit Chair (2-year term)	<ul style="list-style-type: none"> Coordinates planning of the annual YP Summit Preside at all subcommittee meetings and report out at Committee meetings Assist with membership recruiting 	<ul style="list-style-type: none"> Works closely with NEWEA leadership and mentors to ensure successful YP Summit 	<ul style="list-style-type: none"> Participate in bi-monthly Committee calls Submit progress updates to Chair and Vice-Chair via Committee calls
Events Chair (2-year term)	<ul style="list-style-type: none"> Coordinates planning of social events throughout year (i.e. Poo & Brews) Preside at all subcommittee meetings and report out at Committee meetings Assist with membership recruiting 	<ul style="list-style-type: none"> Works closely with NEWEA leadership and mentors to ensure successful YP Events 	<ul style="list-style-type: none"> Participate in bi-monthly Committee calls Submit progress updates to Chair and Vice-Chair via Committee calls

3. Communicate the value of being involved with NEWEA as a Young Professional.

The objective of this initiative was to provide guidance to YPs to work with their public or private employers to encourage and embrace their participation in NEWEA activities. This includes development of benefits/value and "how-to" guidance for YPs to use when approaching their employer to propose participation in an event. The Work Group also proposed redefining or revising the definition of a Young Professional to include "New" Professionals who may not meet the age profile, but are entering the industry. The work on these initiatives is ongoing and we anticipate further information and reports in 2017.



**NEW ENGLAND WATER ENVIRONMENT ASSOCIATION
PLANNING SESSION – Agenda
March 6-7, 2016, 12:00 PM
Radisson Hotel Manchester Downtown
700 Elm Street, Manchester, NH 03101**

Mission - NEWEA's mission statement clearly identifies the goal of collaborating with and providing education, technical training, and professional development to the public and to our membership. It is critical to the present and future success of our organization that we, as water quality professionals, are creating awareness of and opportunities for a successful career path in the water quality industry for young people. We all agree that creating awareness of the importance of water quality begins at the elementary and middle school education levels.

However, it is essential that: (1) our industry's career opportunities be promoted at the high school level and reinforced at the college/university and trade school levels, and (2) that we provide guidance and mentorship during the first 5 to 10 years of a young professional's career.

Sunday, March 6, 2016

- | | |
|------------|---|
| 12:00 Noon | Lunch and Speakers – Frost Room |
| | Welcome – Ray Willis, President |
| | Overview and Presentation of Topic – Jim Barsanti, President Elect and Janine Burke-Wells, Vice President |
| 1:30 PM | Individual Workgroups – Discussion and Concept Development |
| | <ul style="list-style-type: none">• Group 1 – Hawthorne Room• Group 2 – Frost Room |
| 3:45 PM | Break – Frost |
| 4:00 PM | Combined Work Groups – Present Reports on initial discussions – Frost |
| 5:30 PM | Adjourn – Day 1 |
| 6:00 PM | Reception – Hotel Restaurant/Lounge |
| 7:30 PM | Dinner will be at a local restaurant within walking distance to the hotel. |



Monday, March 7, 2016

- | | |
|------------|--|
| 8:00 AM | Breakfast – Frost |
| 8:45 AM | Individual Workgroups (same rooms as Sunday) – Refine and Prioritize initiatives |
| 10:45 AM | Break – Frost |
| 11:00 AM | Combined Work Groups – Present prioritized initiatives and general questions with feedback |
| 12:00 Noon | Lunch – Frost |
| 1:30 PM | Individual Workgroups – Define work plan and schedule to pursue each initiative |
| 3:00 PM | Break – Frost |
| 3:15 PM | Combined Work Groups – Present Plan for each initiative – Frost |
| 4:15 PM | Adjourn |



**NEW ENGLAND WATER ENVIRONMENT ASSOCIATION
PLANNING SESSION – STUDENT ENGAGEMENT
March 6-7, 2016, 12:00 PM
Radisson Hotel Manchester Downtown
700 Elm Street, Manchester, NH 03101**

STUDENT ENGAGEMENT AND DEVELOPMENT

NEWEA's mission statement clearly identifies the goal of collaborating with and providing education, technical training, and professional development to the public and to our membership. It is critical to the present and future success of our organization that we, as water quality professionals, are creating awareness of and opportunities for a successful career path in the water quality industry for young people. We all agree that creating awareness of the importance of water quality begins at the elementary and middle school education levels. However, it is essential that our industry's career opportunities be promoted at the high school level and reinforced at the college/university and trade school levels.

Sunday Afternoon Assignment:

What can NEWEA do to engage directly with high school students and college and trade school students to provide career awareness and guidance regarding opportunities in the water quality industry?

Our goals and objectives may include:

- Development and implementation of a strategy to consistently engage with high school and college/trade school age students regarding the importance and benefits of a career in the water quality profession. This includes career paths in operations, municipal/utility management, science and engineering, regulatory, and sales/product development.
- Providing career guidance to students who have joined NEWEA to ensure and foster a culture of inclusion, advancement, and mentorship in NEWEA and the industry as a whole.
- Development of NEWEA student chapters at a college or university in each New England state.

With the above in mind, please consider the following questions:

- a) How can NEWEA ***effectively and efficiently engage*** high school age students regarding the personal, professional, and sociological benefits of a career in the water quality industry?
- b) For college/university level students, what must NEWEA do to ***consistently create awareness of the benefits*** of a career in the water quality industry, and at the same time emphasize the relevance and importance of becoming a member of our organization?
- c) What should NEWEA be doing to address awareness, guidance, and opportunity for students ***in 2016 and over the next 5 years?***

Monday Morning Assignment:

Identify no more than three priority initiatives from your Sunday session. Develop recommended implementation (action) steps, including assignment of champions and other responsible parties to support the champions (committees, task forces, Executive Committee, staff, etc.) proposed completion date, financial requirements, and measures to evaluate success (value) of the initiative.



**NEW ENGLAND WATER ENVIRONMENT ASSOCIATION
PLANNING SESSION – Young Professionals Engagement
March 6-7, 2016, 12:00 PM
Radisson Hotel Manchester Downtown
700 Elm Street, Manchester, NH 03101**

YOUNG PROFESSIONAL ENGAGEMENT AND DEVELOPMENT

NEWEA's mission statement clearly identifies the goal of collaborating with and providing education, technical training, and professional development to the public and to our membership. It is critical to the present and future success of our organization that we, as water quality professionals, are creating awareness of and opportunities for a successful career path in the water quality industry for young people. We all agree that creating awareness of the importance of water quality begins at the elementary and middle school education levels. However, it is essential that we provide guidance and mentorship during the first 5 to 10 years of a young professional's career.

Sunday Afternoon Assignment:

What can NEWEA do to engage directly with young professionals to provide guidance, professional training, and advancement opportunities in the water quality industry?

Our goals and objectives may include:

- Providing career guidance to young professionals who have joined NEWEA to ensure and foster a culture of inclusion, advancement, and mentorship in NEWEA and the industry as a whole.
- Establishment of a plan and organizational direction to address the needs of young professionals as they advance through membership and leadership positions within NEWEA over the next 5 to 10 years.
- Provide a platform where YPs can interact in a meaningful way to address their needs and concerns related to their current and future positions in the industry.

With the above in mind, please consider the following questions:

- a. What must we do to ***initially guide and mentor*** Young Professionals upon entering NEWEA and the industry?
- b. What must NEWEA do to ***ensure YPs are aware of the opportunities and activities*** that NEWEA offers such as committee membership, volunteering at events, mentoring, job opportunities, networking, and the ability to gain and enhance leadership skills?
- c. What should NEWEA be doing to address awareness, guidance, and opportunity for young professionals ***in 2016 and over the next 5 years?***

Monday Morning Assignment:

Identify no more than three priority initiatives from your Sunday session. Develop recommended implementation (action) steps, including assignment of champions and other responsible parties to support the champions (committees, task forces, Executive Committee, staff, etc.) proposed completion date, financial requirements, and measures to evaluate success (value) of the initiative.

NEWEA PLANNING SESSION - 2016

Attendees		Affiliation	Student	YP
Linda	Austin	NEWEA	X	
Mary	Barry	NEWEA		
Jim	Barsanti	Town of Framingham DPW		
Christina	Befumo	Davies Career & Technical High School	X	
Dan	Bisson	CDM Smith		X
Priscilla	Bloomfield	CH2M	X	
Janine	Burke-Wells	Warwick Sewer Authority	X	
Janet	Butler	Davies Career & Technical High School	X	
Geri	Ciardelli	City of Nashua WWTF	X	
Justin	deMello	Woodard & Curran		X
Matt	Formica	AECOM		X
Anthony	Giovannone	Environmental Operating Solutions, Inc.		X
Helen	Gordon	Woodard & Curran		X
Tom	Groves	NEIWPC	X	
Ivonne	Hall	Connecticut DEEP		X
Carina	Hart	JKMuir, LLC	FACILITATOR	
Greg	Kidd	NEWETA, Inc.	X	
Laura	Kozel			X
Jonathan	Kunay	CDM Smith	X	
Jenn	Lachmayr	ARCADIS US, Inc.		X
Amanda	Lade	CDM Smith		X
Nora	Lough	Narragansett Bay Commission		X
Fred	McNeill	City of Manchester - EPD	X	
Doug	Miller		X	
Janice	Moran	NEWEA		X
Annalisa	Onnis-Hayden	Northeastern University	X	
Elena	Proakis Ellis	City of Melrose	X	
Sharon	Rivard	NH DES		X
John	Rogers	Kleinfelder		X
BettyAnne	Rogers	Warwick Sewer Authority	X	
Mary Lee	Santoro	Stamford WPCA	X	
Justin	Skelly	Tighe & Bond		FACILITATOR
Meg	Tabacsko	MWRA	X	
Charlie	Tyler	MWRA/DITP		X
Ray	Willis III	Onsite Engineering, Inc.	X	
Adam	Yanulis	Tighe & Bond		X
Lenny	Young	MWRA	X	



NEW ENGLAND WATER ENVIRONMENT ASSOCIATION

NEWWEA
WORKING FOR WATER QUALITY

**10th Annual
NEWWEA Planning Session**

***Student and Young Professional
Engagement***

**March 6 and 7, 2016
Manchester, NH**

Agenda

- **Welcome** - Mary Barry, Exec. Director and Ray Willis, President
- **Planning Session Purpose/Format, Introduction of Objectives and Attendees**- Jim Barsanti, President-Elect
- **Overview of Topics** - Janine Burke-Wells, Vice President
 - Student Engagement
 - Young Professional Engagement
- **Questions and Initial Comments** - All
- **Breakout Team Assignments**

Planning Session Purpose and Format

Purpose

- To improve the Association in order to benefit our members and the interests of the water quality profession
- Our 10th Annual Planning Session - Past Topics and Initiatives:
 - Assessment and Development Committee
 - Council Directors and Committee Councils
 - Stormwater
 - Public Awareness
 - Operators/Certification
 - Financial Planning

Format

- Breakout Groups with Facilitator
- Day 1 - Concept Development, Initial Findings, Report, and Group Feedback
- Day 2 - Refine and Prioritize Initiatives, Report, Group Feedback, Development of Implementation Plan and Schedule



Objectives and Introduction of Attendees

■ **NEWEA Mission (1929)**

“The Object of this Association shall be the **advancement of knowledge** of design, construction, operation, and management of sewage works and the **encouragement of a friendly exchange of information and experience.**”

■ **NEWEA Mission (2016)**

NEWEA's mission is to **promote education and collaboration while advancing knowledge**, innovation, and sound public policy for the protection of the water environment and our quality of life.

■ **Introduction of Attendees**

- Why are this year's Planning Session topics important to you?

Student Engagement Topic

Facilitator: Carina Hart, Senior Project Manager, JK Muir

What can NEWEA do to engage directly with high school students and college and trade school students to provide career awareness and guidance regarding opportunities in the water quality industry?

- How can NEWEA **effectively and efficiently engage** high school age students regarding the personal, professional, and sociological benefits of a career in the water quality industry?
- For college/ university level students, what must NEWEA do to **consistently create awareness of the benefits of a career in the water quality industry**, and at the same time emphasize the relevance and importance of becoming a member of our organization?
- What should NEWEA be doing to address awareness, guidance, and opportunity for students **in 2016 and over the next 5 years?**



Young Professionals Topic

Facilitator: Anthony Giovannone, Project Engineer, CDM Smith

What can NEWEA do to engage directly with young professionals to provide guidance, professional training, and advancement opportunities in the water quality industry?

- What must we do to **initially guide and mentor** Young Professionals upon entering NEWEA and the industry?
- What must NEWEA do to **ensure YPs are aware of the opportunities and activities** that NEWEA offers such as committee membership, volunteering at events, mentoring, job opportunities, networking, and the ability to gain and enhance leadership skills?
- What should NEWEA be doing to address awareness, guidance, and opportunity for young professionals **in 2016 and over the next 5 years?**





NEWEA
WORKING FOR WATER QUALITY

New England Water Environment Association, Inc.
10 Tower Office Park, Suite 601, Woburn, MA 01801-2155
Tel 781-939-0908 | Fax 781-939-0907 | www.newea.org | mail@newea.org

To: NEWEA Executive Committee
From: Carina Hart & Jim Barsanti
Subject: 2016 Planning Session – Student Engagement & Development Outreach Group
Date: June 2017

Background & Summary

As part of the 2016 Planning Session effort for Student Engagement, we determined that the efforts for reaching students should be expanded to High School students through efforts that include sponsorship and support of Science Clubs, Engineering Clubs, Environmental Clubs; Career Fairs, Science Fairs; Community involvement through Earth Day, Toilet Day, Climate Week World Water Day, etc.; and involvement with National Teacher Associations. The idea behind this is to spread the word of the good work NEWEA does and the great people we have in our association. To "find a champion" and "ignite the spark" and interest in our association and activities. Specific action items determined are to initially create involvement from the existing committee members to spread the word with student outreach activities similar to what was initiated with the President's Challenge. The overall goal is to "initiate and participate" with our existing structure and resources.

The Planning Session was held on March 6th and 7th in 2016 at the Radisson Hotel in Manchester, New Hampshire. The list of attendees at the Student Planning Session is presented at the end of this memorandum for reference.

Specific Activities

Planning session completed on (insert date)

1. **NEWEA Change Language** – Charge language for participation in local presentations was developed by the Planning Committee and Public Education Committee. The change of language was presented to and approved by the Executive Committee. The language included the request for each NEWEA member to participate in a student outreach activity at least one time each year. Below is the approved language added.

"Initiate, and participate in a minimum of one student outreach activity during each year to promote awareness and opportunities in the water and wastewater community."

2. **Vocational & Technical School Contacts** – An attempt of the NEWEA Student planning session was to further develop existing programs and charges to the student level including vocational students. It has been recognized that the existing group of engineers, operators, and managers in the water and wastewater work force merits additional exposure to



targeted schools for the future of the industry. Based on the discussion during the planning session, it was determined that Vocational and Technical high schools could benefit from additional exposure to our industry. Based on this, the group decided that we should build upon the existing President’s Challenge. A list of vocational and technical schools in New England was developed by state. An example of the contact information is presented in the following figure.

Name of High School	Website	Address	Town/City	State	Zip Code	Guidance Counselor Name	Counselor Title	Counselor Phone Number	Counselor Email Address
A.I. Prince Technical High School	https://prince.ctuscb.org/	401 Flatbush Avenue Hartford	Hartford	CT	6106	Lisa Higgins	Director of School Counseling and Admissions	(860) 257-5123	Lisa.Higgins@ct.gov

As presented above, the list presents the school name, website, school address, guidance counselor contact name, phone number, and email address. The purpose of this list is to provide potential locations for individuals to conduct presentations to applicable classrooms and students. The guidance counselor contact information was decided to be provided so they could accurately connect the presenting professional with the class or group that may best benefit from the presentation.

The list presents the schools in a spreadsheet format so it may be sorted. The schools are listed alphabetically by the school name. The town or city location is also listed in a separate column so the list can be sorted by town name for the professional presented to determine the locations closest to them.

The spreadsheet is still be developed, once it is complete, it will be posted on the NEWEA President’s Challenge page of the NEWEA site at the following location:
<https://www.newea.org/resources/publiceducation/presidents-challenge/>

At the beginning development stages of building upon the President’s Challenge, the group had decided to create a Participation Form for these efforts. Since the President’s Challenge had an existing Participation Form, it was decided to include an area for the participant to list what Committee they are part of to enable tracking of committee involvement in this Challenge. Presently, it appears this has not been incorporated into the Participant Form. Janice Moran will be contacted to incorporate this into the form once the spreadsheet has been developed.

- College & University Student Chapter Involvement** – Jim Barsanti and Mary Barry have made efforts to connect NEWEA with local New England colleges and universities. The connection is typically with a student chapter within the Civil & Environmental department students. Activities include presentations for the students, faculty advisor classes, etc. Connection of NEWEA with local colleges as representative associations including:



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- a. University of Maine
- b. Worcester Polytechnic Institute
- c. University of Connecticut
- d. Wentworth
- e. University of Vermont
- f. University of Rhode Island

Participants

The following list presents the attendees who participated in the Student Outreach Planning Session Group.

Carina Hart	Fred McNeil
Linda Austin	Doug Miller
Christina Befumo	Annalisa Onnis-Hayden
Priscilla Bloomfield	Elena Proakis-Ellis
Janine Burke-Wells	BettyAnne Rogers
Janet Butler	MaryLee Santoro
Geri Ciardelli	Meg Tabacsko
Tom Groves	Ray Willis
Greg Kidd	Lenny Young
Jim Barsanti	Mary Barry

Task Name: YP Summit
For WEF Example see: <http://www.wef.org/YPSummit/>

Description: Establish a Venue for YPs to connect with mentors and learn professional development skills during the annual conference

Champion: Ben Stoddard - Anthony Giovannone - Vanessa Borowski (?)

Timeline: Complete by Annual Conference (AC) 2016 (also see specifics)

Cost: Cost for reception- Potential Cost for Speak (will attempt to avoid)

Action Items:

1. Develop Agenda for Sunday (before AC) Summit (2PM to 5:30 PM)

- A. Professional Development Session (1.5 to 2 hours)
 - a. 2 to 3 presentation on topics such as presentation skills, networking skills, teambuilding skills, how to navigate NEWEA
 - b. Identify/Reach out to presenters by October
 - c. Presenters can be a mix of industry leaders/others who have experience with professional development
 - d. Toastmasters could be a good group to reach out to (use Sharon Rivard as contact)
- B. Break-out/Mentoring (1 to 1.5 hours)
 - a. Identify Mentors (Start reaching out by October)
 - b. Develop Mentor "how to" and sales pitch/benefits sheet (could include levels of mentorship, roles, commitment)
 - c. Need to decided on break out groups vs. 7 minute speed mentoring.
- C. YP Reception
 - a. To coincide with the end of the executive committee meeting
 - b. Coffee and Cookies
- D. Distribute YP guides developed by communicates sub-Committee

2. Develop Agenda for Monday of AC

- A. YP breakfast in YP Lounge (8:30 to 9:30) for YPs and mentors to reconnect before the AC
- B. YP Committee meeting (noon)
 - a. Updates from each sub-committee chair
 - b. Invite attendees of YP summit day 1
 - c. Ask how was YP summit, what else do YPs need from NEWEA
- C. Afternoon YP tech sessions
 - a. 15 minute presentation 5minute Q&A
 - b. YP committee to pick presentation and moderate session
 - c. emphasis on 1st time presenters and collaboration between engineer and operator YPs
 - d. potentially have mentors to give feedback after the tech session.
 - e. Do we want to include students?

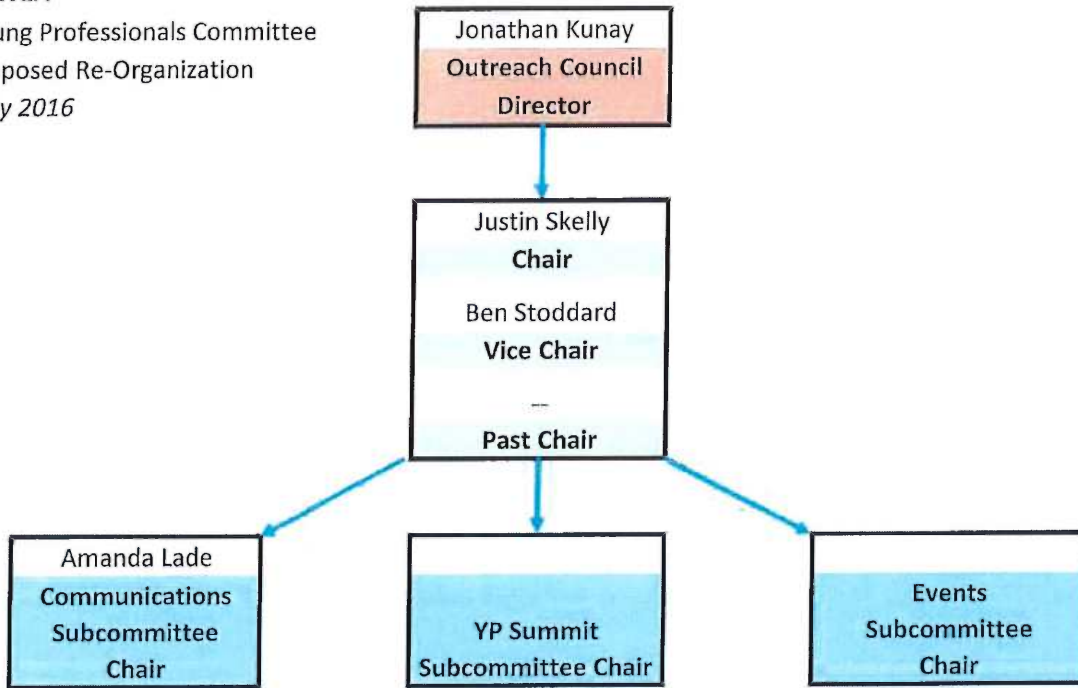
Task Name: Establish and Refine YP Committee Structure
Description: Structure Committee and Programs to promote YP involvement and awareness establishing connections to Committee's, ASAs and WEF.
Champion: Justin Skelly
Timeline: Complete by June 1, 2016
Cost: None

Action Items:

1. Develop Line of Succession for YP committee chairs- Defining roles of Chair, Vice Chair and Past Chair
2. Establish Sub-Committee Structure and Sub-Committee Chairs/Vice Chairs: Examples of Sub-Committees include
 - A. Communications (Amanda Lade Chair?)
 - B. YP Summit (Identify Chair)
 - C. Events (Poo and Brew) (Identify Chair)
 - D. Student Activates/Student Poster Competition (Annalisa/Other YP) ??? Do we want to merge the groups?
3. Assign Liaison for ASAs (Identify YP on Committee to stay in touch with State Directors and/or other YP contact at ASA level)
4. Assign Liaison for WEF SYPC (Anthony Giovannone)
5. Work with A&D Committee to create charge for all committee to have 1 person assigned as a YP Liaison.

NEWEA

Young Professionals Committee
Proposed Re-Organization
May 2016



Role	General Responsibilities	Leadership Responsibilities	Communications & Deliverables
Chair (3-year term)	<ul style="list-style-type: none"> Mentor Vice-Chairs, Subcommittee chairs Selection team for Vice-Chair Membership recruiting and promotion of Committee 	<ul style="list-style-type: none"> Preside over Committee meetings Attend half of Committee subcommittee meetings 	<ul style="list-style-type: none"> Coordinate and communicate with NEWEA Executive Director and Outreach Council Director Lead Committee communication and bi-monthly Committee calls Prepare yearly operating budgets
Vice-Chair (3-year term)	<ul style="list-style-type: none"> Assist Chair with deliverables Mentor Subcommittee Chairs Assist with membership recruiting and promotion of Committee 	<ul style="list-style-type: none"> Preside over Committee meetings in Chairs absence Attend half of Committee subcommittee meetings 	<ul style="list-style-type: none"> Participate in bi-monthly Committee calls Lead activities as requested by Chair Assist in preparation of yearly operating budgets
Past-Chair (3-year term)	<ul style="list-style-type: none"> Selection team for incoming Vice-Chair Assist with membership recruiting 	<ul style="list-style-type: none"> Mentor and advise Chair and Vice-Chair on an 'as-needed' basis 	<ul style="list-style-type: none"> Lead activities as requested by Chair
Communications Chair (2-year term)	<ul style="list-style-type: none"> Serves as liaison to WEF SYPC, State Associations, and Newsletter Committee Preside at all subcommittee meetings and report out at Committee meetings Assist with membership recruiting 	<ul style="list-style-type: none"> Attend WEF SYPC calls Develops outgoing communications delegating task to sub-committee members 	<ul style="list-style-type: none"> Participate in bi-monthly Committee calls Submit progress updates to Chair and Vice-Chair via Committee calls Update Committee on WEF SYPC updates via Committee calls
YP Summit Chair (2-year term)	<ul style="list-style-type: none"> Coordinates planning of the annual YP Summit Preside at all subcommittee meetings and report out at Committee meetings Assist with membership recruiting 	<ul style="list-style-type: none"> Works closely with NEWEA leadership and mentors to ensure successful YP Summit 	<ul style="list-style-type: none"> Participate in bi-monthly Committee calls Submit progress updates to Chair and Vice-Chair via Committee calls
Events Chair (2-year term)	<ul style="list-style-type: none"> Coordinates planning of social events throughout year (i.e. Poo & Brews) Preside at all subcommittee meetings and report out at Committee meetings Assist with membership recruiting 	<ul style="list-style-type: none"> Works closely with NEWEA leadership and mentors to ensure successful YP Events 	<ul style="list-style-type: none"> Participate in bi-monthly Committee calls Submit progress updates to Chair and Vice-Chair via Committee calls

Ideas

Group (A,B,C)	Group A	YP Structure
	Group B	YP Communication
	Group C	YP Summit/Prof. Develop.

Initially Guide and Mentor

- 1. Establish Pool and of accessible advisors and mentors C
- 2. Clearly Define expectation and needs of mentors and mentee C
- 3. Develop intro/welcome YP packet- develop survey and get YP wants B

Awareness

- 1. Structure programs to promote YP involvement at the committee and ASA level A
- 2. Develop clear statement of benefits for YP and mentors and employers- communication plan B
- 3. Define YP- communicate definition B

2016 and Next 5 years

- 1. Establish larger venue "summit" C
- 2. Build a line of succession for YPs and beyond A
- 3. Strengthen connection between YPs and committees and ASAs- Establish Liaisons A
- 4. Measure of success-how do we know if we are successful B?
- 5. Create a more diverse group of YPs- engineers, operators/lab/regulators/vendors A/B/C
- 6. Develop Bridge Between Students and YPs A
- 7. Continue Social Events A/B/C
- 8. Service Project TBD

Task Name: Communicate the Value of Being involved with NEWEA as YP
Description: The Communications Sub-Committee will develop a 'inclusive' communication campaign to promote awareness and value of NEWEA to YPs and their employers.
Champion: Amanda Lade
Timeline: Complete by Annual Conference (AC) 2016 (also see specifics)
Cost: None

Action Items:

1. Refine/Revise definition of a YP
 - A. Should we change name to be more inclusive of all New Professionals (NP)?
 - B. Work with A&D Committee on this definition
 - C. Nora Laugh to assist in this effort- Deadline is June 1st 2016.
 - D. Communicate any changes to WEF Delegates (Jen Lachmayer)
2. Develop Introduction Packet for YP/NP by AC 2017
3. Develop YP How To Guide (ask for permission to go to a NEWEA Event/YP Event) by AC 2017
4. Define Benefits of Getting Involved to YP and Employer by AC 2017
 - A. Can be included as part of Intro Packet
 - B. Develop metrics for Employers
5. Define Value Proposition for each YP/NEWEA Event for YP
 - A. Use May/June Poo and Brew Event as template
 - B. Should be lead by Events sub-committee chair
6. YP Scavenger Hunt for AC
 - A. Justin Skelly may have a good example of this
 - B. Scavenger Hunt for students as well?

Poo & Brew: Four Reasons Why You Should Attend

The NEWEA Young Professionals Committee consists of professionals in the early stages of their water industry careers. Poo & Brew networking events are open to all young professionals in the water quality industry including those who work as operators, laboratory personal, engineers, vendors, manufacturers' representatives and the various other professions that make the water quality industrial whole. Here are four reasons why all young professional should attend a Poo & Brew:

1. **NETWORKING:** Both young professionals and water quality experts attend Poo & Brew events. During the tour you will meet and share knowledge with several young professionals and learn from experience facility operators and technical professionals. During the networking event at the brewery you will meet NEWEA leadership and professionals from various fields and levels of experience.
2. **CAREER DEVELOPMENT:** Poo & Brew Events features various facilities, each with a unique style of operations and set of regulatory requirements. With each tour there is something to be learned and experienced.
3. **CONFIDENCE BUILDING:** This event aids in building confidence by allowing you to interact with other industry professionals in a casual and inviting environment.
4. **MENTORSHIP:** For young professionals Poo & Brew events provide the perfect environment to develop strong relationships with seasoned industry professionals.

Parking Lot

1. YP-Student Bridging (College/Tech Schools)
2. Service Project (Use WEF & Central States examples)
3. Water Palooza (Event developed by YP at school to teach students value of water)



**NEW ENGLAND WATER ENVIRONMENT ASSOCIATION
PLANNING SESSION**

March 6-7, 2016, 12:00 PM
Radisson Hotel Manchester Downtown
700 Elm Street, Manchester, NH 03101

Milestone Date Schedule

- 1) NEWEA Planning Session – March 6-7 2016
- 2) Executive Committee Meeting – March 30, 2016
 - a. Session leaders to provide outline of assignments and proposed work plan to be implemented
- 3) Executive Committee Meeting – June 5, 2016
 - a. Session leaders to provide update on assignments/50% completion milestone
- 4) Executive Committee Meeting – September TBD, 2016
 - a. Session leaders to report out on project and present final report/90% completion milestone
- 5) Executive Committee Meeting November TBD, 2016
 - a. Session leader to report out make revisions on final report/100% completion milestone



**New England Water Environment Association
Executive Committee Meeting
September 20, 2017**

ACTION ITEM: APPROVE PROPOSED FY2018 BUDGET

By vote of the Finance Committee, I submit the following proposed FY 2018 budget, to be accepted by vote during the NEWEA Executive Committee Meeting on September 20, 2017.

Respectfully submitted September 20, 2017 by the NEWEA Finance Committee

Priscilla Bloomfield, Treasurer
Mary Barry
Ray Willis
Janine Burke-Wells
Elena Proakis Ellis
Ray Vermette

ACTION ITEM

The NEWEA Finance Committee recommends that the Executive Committee accept the proposed 2018 budget as described above.

Action: Approved Approved as Amended Denied

NEWEA

FY2018 NEWEA Budget - ECM 9/20/17
 October 2017 through September 2018



FY2018

Budget

Ordinary Income/Expense

Income		
MB	Annual Conference Income	
	Annual Conference - Exhibit Inc	266,000.00
	Annual Conference - General Inc	297,600.00
	Total Annual Conference Income	563,600.00
MB	Certification	
	CS Certification	13,000.00
	Lab Certification	3,000.00
	Total Certification	16,000.00
MB	Dues Income	
	Total Dues Income	102,000.00
	Interest/Dividend Income	2,500.00
MB	Management Firm Income	
	CAWPCA Management Fee (Labor & Internal Expenses)	8,000.00
	YOWA Management Fee (Labor & Internal Expenses)	600.00
	Total Management Firm Income	8,600.00
MB	Misc. Income	
	Committee Member Appreciation	875.00
	Congressional Briefing	3,000.00
	Directory Sales	0.00
	Other Misc. Revenue	750.00
	Planning Session	0.00
	State Leg Breakfasts	0.00
	WEFTEC Reception	2,250.00
	WFP Fundraising Event Income (Full income from event)	17,300.00
	Total Misc. Income	24,175.00
MB	Pub/WEB/Media/Sponsor INC	
	Annual Sponsorships	67,000.00
	Fundraising	1,000.00
	Golf Tournament Benefit	28,000.00
	Humanitarian Sponsorship (Humanitarian Sponsorship)	0.00
	Journal Advertising	86,000.00
	Journal Subscriptions	200.00
	Misc. Sponsorship	0.00
	Public Education Sponsorship	0.00
	Scholarship Sponsorship (Scholarship Sponsorship)	0.00

NEWEA

FY2018 NEWEA Budget - ECM 9/20/17

October 2017 through September 2018



FY2018

Budget

	SJWP Sponsorship	3,000.00
	Spring Meeting Speical Sponsor (Special Event Spon	0.00
EP	Student Design Comp Sponsorship (Student Design (1,500.00
EP	YP AC Summit & Lounge (YP AC Summit & Lounge)	3,250.00
	Total Pub/WEB/Media/Sponsor INC	189,950.00
JM	Specialty Conferences Revenue	
	Asset Management Seminar	0.00
	Asset Management Webinar	0.00
	Collection Systems Seminar	22,000.00
	CSO/Wetweather Issues Seminar	0.00
	Energy Seminar	0.00
	EPA PreTreatment	0.00
	Industrial Waste Seminar	0.00
	Joint AM and Energy (Joint Speciatly Conference)	14,810.00
	Lab Practices Seminar	0.00
	Microconstituents	0.00
	Plant Operations Seminar	0.00
	Plant Ops Tours	0.00
	Public Education-Teacher Train	1,400.00
	Residuals/NEBRA Seminar	25,780.00
	Safety	7,025.00
	Small Community Outreach	5,000.00
	Stormwater Speciality Conferenc	0.00
	Sustainability	0.00
	Utility Management	0.00
	Water Reuse Seminar	0.00
	Watershed Management Seminar	0.00
	Webinars	0.00
	Young Professional Events	3,000.00
	Total Specialty Conferences Revenue	79,015.00
MB	Spring Meeting Income	
	Spring Meeting Exhibit Inc	0.00
	Spring Meeting General Inc	0.00
	Total Spring Meeting Income	70,000.00
	Total Income	1,055,840.00
	Gross Profit	1,055,840.00

NEWEA

FY2018 NEWEA Budget - ECM 9/20/17
 October 2017 through September 2018



FY2018

Budget

Expense		Budget
MB	Annual Conference Exp. (Conference Expenses)	262,000.00
	Capital Expenses (Expenses not categorized else)	
	AMS Development/Implementation	2,500.00
	Consulting - Marketing	3,000.00
	Water Champions Campaign	4,000.00
	Total Capital Expenses (Expenses not categorized else)	9,500.00
	Committee Council Directors EXP	
RV	AD Hoc Council	
	Veterans Workforce Development - New Line Item	750.00
	Total AD Hoc Council	750.00
PB	Collection Syst/Water Resources	
	Collections Systems	1,500.00
	CS Certification	1,000.00
	CSO/Wet Weather Issues	600.00
	Industrial Waste	200.00
	Stormwater Committee	1,750.00
	Sustainability Advisory	600.00
	Water Reuse	200.00
	Watershed Management	400.00
	Total Collection Syst/Water Resources	6,250.00
MB	Communications Council	
	Journal	400.00
	Newsletter	0.00
	Public Awareness Committee	500.00
	Website	100.00
	Total Communications Council	1,000.00
RW	Management Review Council	
	Assessment & Development	250.00
	Awards and Trophies	11,500.00
	Bylaws	50.00
	Committee Member Appreciation	0.00
	Finance	100.00
	Management Review	0.00
	Nominating	0.00
	Sponsor	400.00
	Total Management Review Council	12,300.00

NEWEA

FY2018 NEWEA Budget - ECM 9/20/17

October 2017 through September 2018



FY2018

Budget

EP	Meeting Management Council	
	Conference Arrangements	200.00
	Exhibits and Awards	1,400.00
	Program	350.00
	Registration	100.00
	Total Meeting Management Council	2,050.00
EP	Outreach Committee Council	
	Government Affairs	250.00
	Humanitarian Assistance	0.00
	Membership	150.00
	Project Delivery Alternative	0.00
	Public Education	1,000.00
	Safety	500.00
	Scholarship Comm.	75.00
	Student Activities & AC Events	850.00
	Water For People Committee	300.00
	Young Professionals	500.00
	Total Outreach Committee Council	3,625.00
RV	Treatment, System, Ops Managmt	
	Asset Management	500.00
	Energy	845.00
	Lab Practices	750.00
	MicroCons	200.00
	Operations Challenge	3,000.00
	Plant Operations	750.00
	Residuals Management	350.00
	Small Community Outreach	400.00
	Utility Management	175.00
	Total Treatment, System, Ops Managmt	6,970.00
	Total Committee Council Directors EXP	32,945.00
MB	Dues Reimbursement Expense	
	Total Dues Reimbursement Expense	32,500.00
MB	Management Firm Expense (Expenses Paid by NEWEA)	
	CAWPCA Management Expense (NEWEA Paid Outside E	500.00
	MaOWP Management Expenses (NEWEA Paid Outside	150.00
	Total Management Firm Expense (Expenses Paid by NEWEA)	650.00
	Misc. Expenses	

NEWEA

FY2018 NEWEA Budget - ECM 9/20/17

October 2017 through September 2018



FY2018

Budget

RW	Committee Member Appr. Event	9,875.00
MB	Congressional Briefing	8,000.00
MB	Directory Sales (NEWEA Directory)	0.00
	Planning Session Exp.	0.00
MB	Special Projects (Exploratory Committee)	500.00
	WEFMAX Hosting	0.00
MB	WEFTEC Reception	5,000.00
	WFP Fundraising Expenses (Labor, Internal/External Exp)	11,300.00
	Total Misc. Expenses	34,675.00
	Pub/WEB/Media/Sponsors EXP	
RW	Golf Tournament Benefit	20,000.00
MB	Journal-Edit, Desgn, Prnt, Post	74,000.00
EP	Public Ed Outreach Materials	2,000.00
MB	Student Design Comp (Student Design Comp)	1,500.00
MB	Web IT Support & Graphics	1,000.00
EP	YP AC Summit & Lounge (YP AC Summit & Lounge)	4,700.00
	Total Pub/WEB/Media/Sponsors EXP	103,200.00
	Scholarship & Awards Expense	
EP	Humanitarian	1,500.00
EP	Kowsz Scholarship	250.00
MB	Operations Challenge (WEFTEC)	16,400.00
MB	Operator Exchange - New Line Items	1,800.00
EP	Scholarships	3,000.00
MB	SJWP Expense	3,000.00
MB	State Leg Briefings	3,500.00
MB	WERF Contribution	500.00
MB	WFP Donation Minus Expenses (Time and Expenses)	5,200.00
	Total Scholarship & Awards Expense	35,150.00
JM	Specialty Conference Exp.	
	Asset Management Seminar	0.00
	Collection Systems Seminar	7,300.00
	CSO/Wet Weather Issues	0.00
	Energy Seminar	0.00
	EPA PreTreatment Exp.	0.00
	Industrial Waste Seminar	0.00
	Joint AM and Energy (Joint Specialty Conference)	8,794.00
	Lab Practices Seminar	0.00

NEWEA

FY2018 NEWEA Budget - ECM 9/20/17

October 2017 through September 2018



FY2018

Budget

	Microconstituents Seminar	0.00
	Plant Operations Seminar	0.00
	Plant Ops Tours	0.00
	Public Education -Teacher Train (Teacher Training)	1,200.00
	Residuals/NEBRA Seminar	19,700.60
	Safety	5,324.00
	Small Community Outreach	3,000.00
	Stormwater Specialty Conference	0.00
	Sustainability	0.00
	Utility Management Seminar	0.00
	Water Reuse Seminar	0.00
	Watershed Management Seminar	0.00
	Young Professional Events	3,000.00
	Total Specialty Conference Exp.	48,318.60
MB	Spring Meeting Expense	65,000.00
MB	Staff, Mngmt, Office & Officer	
	General Office	
	AMS Annual Software	4,800.00
	Bank Charges & Fees	25,000.00
	D&O/Disiblty/WorkmsComp/BusOwn	4,900.00
	Dues & Subscription	3,000.00
	EC/Officer Extrodinary	0.00
	Equipment/Computers/Software	1,800.00
	Ex Com Meetings & Chair Gifts	3,000.00
	Office Supplies	13,000.00
	Postage & Delivery	3,000.00
	Professional Bus. Services	
	Audit Fees	8,500.00
	CPA	4,000.00
	Investment Fees	2,500.00
	Legal Services	0.00
	Total Professional Bus. Services	15,000.00
	Rent	42,000.00
	Utilities - Tel, Internet & Web	8,000.00
	Total General Office	123,500.00
MB	Officer	
	Extraordinary Officer/Travel	1,000.00

NEWEA

FY2018 NEWEA Budget - ECM 9/20/17

October 2017 through September 2018



FY2018

Budget

	Officer Expense	
	CD - Collection Syst/Water Res	750.00
	CD - Communications	750.00
	CD - Meeting Management	750.00
	CD - Outreach	750.00
	CD - Treatment/Syst/Ops Mngmt	750.00
	Past President/Management Rev.	1,000.00
	President	2,500.00
	President-Elect	2,000.00
	SD - CT	750.00
	SD - MA	750.00
	SD - ME	750.00
	SD - NH	750.00
	SD - RI	750.00
	SD - VT	750.00
	Secretary	0.00
	Treasurer	750.00
	Vice President/Ad Hoc	1,500.00
	Total Officer Expense	16,000.00
	Total Officer	17,000.00
MB	Staff	
	Total Staff	280,627.81
MB	WEF Delegate Expense	
	WEF Delegate 1 Outgoing - Bisson	1,500.00
	WEF Delegate 1 Incoming - Formica	1,250.00
	WEF Delegate 2 - Sullivan	1,500.00
	WEF Delegate 3 - McNeil	1,500.00
	WEF Delegate @ Large -	0.00
	Total WEF Delegate Expense	5,750.00
	Total Staff, Mngmt, Office & Officer	426,877.81
	Total Expense	1,050,816.41
	Net Ordinary Income	5,023.59
Net	Income	5,023.59