



**NEW ENGLAND WATER ENVIRONMENT ASSOCIATION
EXECUTIVE COMMITTEE MEETING
AGENDA with All Committee Chairs
Tuesday, November 13, 2018, 9:30 AM
Roger Williams University, 1 Old Ferry Rd, Bristol, RI 02809**

- I. Call to Order, Establishment of Quorum – Introductions and Welcome** – Janine Burke-Wells, President
- II. Approval of the Agenda** – Janine Burke-Wells, President
- III. Approval of the Minutes and Announcements of Notices** – Janine Burke-Wells, President
- IV. Key Officers Report**
 - A. President – Janine Burke-Wells
 - B. President-Elect – Ray Vermette
 - C. Vice President – Jenn Lachmayr
 - D. Past President – Jim Barsanti
 - E. WEF Delegates – Fred McNeill/Matt Formica/Susan Guswa
 - F. Treasurer – Priscilla Bloomfield
 - G. State Directors
 - Connecticut – Virgil Lloyd
 - Maine – Mac Richardson
 - Massachusetts – Justin deMello
 - New Hampshire – Sean Greig
 - Rhode Island – Scott Goodinson
 - Vermont – Chris Robinson
 - H. Executive Director – Mary Barry
- V. Council Directors and Committee Reports**
 - A. Ad Hoc Committee Council – Jenn Lachmayr, Vice President
ASA/State Director – Jenn Lachmayr
Innovation TF – Howard Carter
 - B. Collection Systems and Water Resources Council – John Digiacommo, Director
 - C. Communications Council – Meg Tabacsko, Director
 - D. Management Review Council – Jim Barsanti, Past President
Assessment and Development – Charlie Tyler
 - E. Meeting Management Council – Elena Proakis Ellis, Director
Program – Amy Anderson
 - F. Public Outreach Council – Justin Skelly, Director
Government Affairs – Bob Fischer
 - G. Treatment, Systems Operations, and Management Council – Marylee Santoro, Director
Residuals Management – Natalie Sierra
- VI. Discussion/Action**
 - A. A&D Committee Review and Recommendations – Charlie Tyler, A&D Committee Chair
 - B. NEWEA/NEWIN Partnership Update – Howard Carter, Innovation Task Force Leader
 - C. April ECM Meeting Location - Janine Burke-Wells, President
 - D. Deputy Treasurer Proposal– Priscilla Bloomfield, Finance Chair
 - E. PF Fund - Natalie Sierra, Residuals Chair/Priscilla Bloomfield, Finance Chair
- VIII. Information Items/Schedule of Events** – See Calendar of Events
- VIII. Adjournment**



**NEW ENGLAND WATER ENVIRONMENT ASSOCIATION
EXECUTIVE COMMITTEE MEETING
Minutes
Thursday, September 13, 2018, 9:30 AM
Warwick Sewer Authority, 125 Arthur W. Devine Blvd., Warwick, RI 02886**

- I. **Call to Order, Establishment of Quorum – Introductions and Welcome** – Janine Burke-Wells, President called the meeting to order at 9:30 AM. It was established that a quorum was present. The following were in attendance: Amy Anderson, Linda Austin, Mary Barry, Jim Barsanti, Priscilla Bloomfield, Joe Boccadoro, Mike Bonomo, Janine Burke-Wells, Howard Carter, Justin deMello, John Digiaco, Jim Galasyn, Scott Goodinson, Sue Guswa, Renie Jesanis, Jenn Lachmayr, Virgil Lloyd, Colin O'Brien, Natalie Sierra, Meg Tabacsko, Charlie Tyler, Ray Vermette, Rachel Watson, Mike Wilson, Lenny Young.
- II. **Approval of the Agenda** – Janine Burke-Wells, President. A motion was made by Mr. Formica and seconded by Ms. Burke-Wells to reverse Action Items D and E. **MOTION CARRIED** A Motion is made by Mr. Vermette and seconded by Ms. Burke-Wells to approve the amended agenda. **MOTION CARRIED**
- III. **Approval of the Minutes and Announcements of Notices** – Janine Burke-Wells, President. A Motion is made by Ms. Burke-Wells and seconded by Mr. Barsanti to approve the minutes of the June 3, 2018 Executive Committee Meeting. **MOTION CARRIED**
- IV. **Key Officers Report**
- A. President – Janine Burke-Wells. Present. Report submitted.
- B. President-Elect – Ray Vermette. Present. Report submitted
- C. Vice President – Jenn Lachmayr. Present. Ms. Lachmayr deferred comments to Ad Hoc Council report.
- D. Past President – Jim Barsanti. Present. Report submitted. Mr. Barsanti reported that he is continuing work with the student chapter at WPI and will be meeting with them on September 24. WEF leadership has asked NEWEA to provide leadership for their conference on workforce development. Mr. Barsanti will attend.
- E. WEF Delegates – Susan Sullivan/Fred McNeill/Matt Formica/Susan Guswa. No report submitted. Ms. Sullivan reported that she will become a Delegate at Large following WEFTEC and will also head up four committees for WEF. Mr. Formica reported that he has been completing his work group effort. It was reported that WEF Executive Director Eileen O'Neill will be resigning and has given her one-year notice.
- F. Treasurer – Priscilla Bloomfield. Present. Report submitted. Ms. Bloomfield deferred comments to Items 6F and 6E.
- G. State Directors
- Connecticut* – Virgil Lloyd. Present. Report submitted. Mr. Lloyd reported that the new CEU program has begun in CT, and has started having meetings with CT DEEP and NEIWPC to set up training programs. The Operator Exchange was held recently with Rhode Island. The Annual CWPAA fishing trip will be held this week.
- Maine* – Mac Richardson. Not present. No report submitted. Mr. Carter reported that the MeWEA show will be held next week at Sunday River and currently there are 297 people registered.
- Massachusetts* – Justin deMello. Present. Report submitted. Mr. deMello reported that a new Executive Director has been hired. Mickey Nowak will take over in October. He also reported that the Operator Exchange was recently held with Maine. The next meeting will be in December at the Bristol Community College and will include a job fair. Local employers are being encouraged to set up booths.
- New Hampshire* – Sean Greig. Not present. No report submitted. Mr. Vermette reported that NHWPCA will be hosting the Operator Exchange with Vermont.
- Rhode Island* – Scott Goodinson. Present. Report submitted. Mr. Goodinson reported that the Operator Exchange was held with Connecticut. The annual NWPCA scholarship was presented at this year's Trade Show.
- Vermont* – Chris Robinson. Not present. Report submitted. Ms. Burke-Wells read highlights of Mr. Robinson's report.
- H. Executive Director – Mary Barry. Ms. Barry reported on NEWEA's efforts to hire someone for the newly created PR/Communications position. She reported that the opening was posted on the Indeed website and 137 applications were received. She and NEWEA Past President Linda Carroll reviewed resumes and requested 14 interviews. Eleven candidates were interviewed and 9 were asked to submit a writing sample. Of those 11, 4 were asked to return for a second interview. One candidate accepted another position so 3 candidates returned for a second interview. Ms. Barry hopes to have the new employee on board sometime in October. Ms. Barry has also been working on implementing a timesheet computer module with Paychex to coincide with the start of the new fiscal year. Other projects coming up this fall include exploring credit card fee options; maximizing the AMS to track TCHs; and looking at grants to help with various programs. The Annual Golf Classic is being held on October 22 in Lakeville, MA.

V. Council Directors and Committee Reports

A. Ad Hoc Committee Council – Jenn Lachmayr, Vice President.

ASA/State Director – Jenn Lachmayr. Present. No report submitted. Ms. Lachmayr reported on the possibility of NEWEA purchasing the CQ Roll Call lobbying software, which WEF and Connecticut are currently using. Ms. Lachmayr explained what the software is capable of and the different variations available. She has set up a meeting with the Government Affairs Committee and the State Directors to discuss further. Mr. Bonomo asks whether this is a product that will be capable of lobbying and Ms. Barry explains that this is not used for purposes of lobbying. Ms. Sullivan questions the yearly cost and Ms. Barry reports that since WEF is a client, NEWEA could possibly get a reduced rate and, in turn, the state associations may also receive a reduced rate.

Innovation TF – Howard Carter. Present. Report submitted. Mr. Carter deferred discussion to Item VI.B.

Veterans Workforce Development – Dustin Price. Not present. No report submitted. Mr. Vermette reported that Mr. Price had a committee call last month and is hoping to bring the committee's efforts back on track. Mr. Tyler suggested that this may be more of a state effort.

Voluntary Certification TF – Tom Groves. Not present. No report submitted. Mr. Galasyn reports that the number of Lab exams being given this fall has increased greatly.

B. Collection Systems and Water Resources Council – John Digiaco, Director. Present. Report submitted. Mr. Digiaco reported that he has been working with his chairs on specialty seminars, committee reviews, and annual conference abstract selections.

Collection Systems – Peter Garvey. Not present. Report submitted. Mr. Digiaco reported that there were 130 attendees at recently held Collection Systems seminar. The committee has been reviewing abstracts for the Annual Conference and plans to have 4 technical sessions.

CS Certification – Greg Kidd. Not present. Report submitted. Mr. Digiaco reported that the committee is in the process of upgrading the Grade 3 exam.

CSO/Wet Weather Issues – Ivonne Hall. Not present. Report submitted. Mr. Digiaco reported that the committee is finalizing plans for their October conference in Portland, ME.

Industrial Wastewater – Sarah White. Not present. Report submitted. Mr. Digiaco reported that the committee held their specialty conference in June and are now focusing on their next charge. They are also searching for a vice chair.

Stormwater – Angela Blanchette. Not present. Report submitted. Mr. Digiaco reported that the committee is reviewing abstracts for the Annual Conference and focusing on MS4 permit outreach.

Sustainability – Courtney Eaton/Rob Montenegro. Not present. Report submitted. Mr. Digiaco reported that the committee has been reviewing abstracts for the Annual Conference and also holding conference calls working on collaboration with other committees. Mr. Tyler suggested that Sustainability be built into the charter of each technical committee in the same way that Public Education is. The Committee decided that the new Sustainability award would be a committee award.

Water Reuse – Nick Ellis. Not present. Report submitted. Mr. Digiaco reported that the committee recently held their specialty conference at the University of Connecticut.

Watershed Management – Jennifer Johnson. Not present. Report submitted. Mr. Digiaco reported that the committee is working on a webinar series for fall/winter. They also had the first Pints Against Pollution event at the Committee Member Appreciation Event in July. Ms. Barry reported that the committee would like to hold a "Brew Off," possibly at the Spring Meeting or Annual Conference; however, most hotels will not allow alcohol to be brought in.

C. Communications Council – Meg Tabacsko, Director. Present. Report submitted.

Journal – Joe Boccadoro. Present. Report submitted. Mr. Boccadoro reports that Allie Bowen has accepted the position of Vice Chair. The Fall issue is in the final stages with Jim Barsanti and Meredith Zona as guest editors. The themes for 2019 are posted.

Newsletter – Ashley Dunn. Not present. Report submitted. Ms. Tabacsko reported that Ms. Dunn has made some great suggestions on the A&D Committee review for committee improvement.

Public Awareness – Kate Biedron. Not present. Report submitted. Ms. Tabacsko reported that the committee is waiting for new PR/Communications person to come aboard. A couple new, enthusiastic committee members have recently joined.

Ms. Tabacsko also reported that the committee has been working with the local television show *Chronicle* on a segment they are producing on Water in New England. The episode should air at the end of September/beginning of October. Ms. Barry reported that the committee has been working with the New England collaborative to establish May as "Waters Worth It" month. The committee is planning to request a meeting with the Finance Committee to discuss a possible rolling budget for upcoming projects.

Website – Rob Musci. Not present. No report submitted. Ms. Tabacsko reported that the committee has added some new enthusiastic members and will be recommended to go from ad hoc to standing.

D. Management Review Council – Jim Barsanti, Past President.

Assessment and Development – Charlie Tyler. Present. Report submitted. Mr. Tyler reported that this year's committee surveys have been completed; a summary was sent to the A&D committee and Council Directors. Recommendations will be made at the November ECM. He is also working with Ms. Santoro who will be taking over committee in January.

Awards – Mike Wilson. Present. No report submitted. Mr. Wilson deferred to Item VI.C.
Bylaws – Phyllis Arnold Rand. Not present. No report submitted. Mike Bonomo present. No report.
Committee Member Appreciation – Denise Descheneau. Not present. No report submitted. Mr. Barsanti reported that the Committee Member Appreciation event held in July was another success.
Nominating – Matt Formica. Present. Report submitted. Mr. Formica deferred to Items VI.D and VI.E.
Sponsor – Dennis Vigliotte. Not present. No report submitted. Mr. Barsanti reported that the committee is finalizing the 2019 sponsor program. Ms. Barry reported that the committee is looking for new ideas on providing additional opportunities for sponsorship at the Annual Conference. The committee is also working on finding a golf course for the Spring Meeting tournament.

- E. Meeting Management Council – Elena Proakis Ellis, Director. Not present. No report submitted. Amy Anderson reporting for Ms. Proakis Ellis.
Conference Arrangements – Ron Tiberi. Not present. No report submitted. Ms. Anderson reported that Mr. Tiberi is continuing negotiations with the Marriott hotel for the Annual Conference.
Exhibits – Paul P. Casey. Not present. No report submitted. Ms. Anderson reported that 164 out of 204 booths have been purchased for the Annual Conference.
Program – Amy Anderson. Present. No report submitted. Ms. Anderson reported that 202 abstracts were submitted for the Annual Conference. Abstracts were emailed to the Technical Chairs and she has heard back from almost all committees. She is following up with committees not responding. The Program Committee will be meeting soon to finalize the program. They are still looking for a Keynote speaker.
Registration – Kerry Reed. Not present. Report submitted.
- F. Public Outreach Council – Justin Skelly, Director. Not present. Report submitted.
Government Affairs – Bob Fischer. Not present. Report submitted.
Humanitarian Assist. & Grants – Tim Vivian. Not present. No report submitted. It was reported that the Grant application has gone out.
Membership – Dave Archard. Not present. No report submitted. Ms. Tabacsko reported that NEWWA is offering a 3-month free membership.
Public Education – Lenny Young. Present. Report submitted. Mr. Young reported that the recent Teacher Training was well attended and they are planning to hold future trainings throughout New England.
Safety – Dave Wright. Not present. Report submitted.
Scholarships – Uday Karra. Not present. Report submitted.
Student Activities – Nick Tooker. Not present. Report submitted.
Water for People – Renie Jesanis. Present. Report submitted. Ms. Jesanis reported that the committee has held conference calls on the following upcoming events: (1) Softball Tournament scheduled for October 13; they are still looking for teams and sponsors; and (2) Deer Island Dash 5K, which they hope to schedule for either late April or early May 2019; they are planning to add a kid's fest and are working with the Public Education Committee. They have also had discussion with NEWWA on possible changes to the Gala due to lack of attendance and sponsorships; they may look at the possibility of a different event.
Young Professionals – Ben Stoddard. Not present. No report submitted. Mr. O'Brien reported on the recently held Poo & Brews in New Haven, CT, Portland, ME and Athol, MA; all were a success. They have been working on the 2019 YP Summit with NEWWA and recently sent out a survey on structuring. The Committee continues working on articles for the winter issue of the Journal. The recent community service project in Rhode Island during the Spring meeting was featured in an article in *WEF Highlights*; they are working on project for next spring. The SMT approved that the YP Committee may have a 2-year chair term; Colin O'Brien will take over in January. Upcoming events include: GMWEA Poo & Brew at their trade show in November and possibly one in Nashua before Thanksgiving.
- G. Treatment, Systems Operations, and Management Council – Marylee Santoro, Director. Not present. Report submitted.
Mr. Galasyn reports for Ms. Santoro.
Asset Management – John Rogers. Not present. Report submitted. Mr. Galasyn reported that the committee will have 3 sessions at the 2019 Annual Conference and they are in the process of updating the committee website.
Energy – Denise Breitenicher. Not present. Report submitted.
Laboratory Practices – Jim Galasyn. Present. Report submitted. Mr. Galasyn reported that the committee is continuing to work on the laboratory analyst certification exam with Walter Palm taking the lead. They continue to review questions, and are evaluating software for scoring.
Microconstituents – Rachel Watson. Present. Report submitted. Ms. Watson reported that the committee is working with the Residuals Committee on their upcoming specialty conference on October 15 at UMass Lowell and are hoping to have students attend. There has also been discussion regarding changing the committee name. A survey was sent out polling the committee. They will meet next week to decide on a name change and will submit that to the Council Director, who will forward to the Assessment and Development Committee. Mr. Tyler will review the charge for the committee.
Operations Challenge – Travis Peaslee. Not present. Report submitted. Mr. Goodison reported that 3 teams registered for WEFTEC; the Committee submitted an article for the Newsletter; and would like to facilitate a contact for each state in place

of the State Director to act as a liaison for Ops Challenge to help in forming teams. There will be 3 NEWEA members judging at WEFTEC this year. Ms. Sullivan suggested reaching out to regulators as possible judges for Ops Challenge and there have been discussions with the WEF Ops Challenge Chair stating the need to have something in writing on how to become a judge.

Plant Operations – Tom Hazlett. Not present. No report submitted.

Residuals Management – Natalie Sierra. Present. Report submitted. Ms. Sierra reported that the committee will have one session at the 2019 Annual Conference and is co-sponsoring one session with Energy. The committee met to select an awardee of the Biosolids Award and has welcomed some new members. They are continuing to work on student attendance for the upcoming Residuals/Microconstituents Conference.

Small Community – Kurt Mailman. Not present. Report submitted. Mr. Lloyd reported that the committee is reviewing abstracts for the Annual Conference. Mr. Tyler reported that they have postponed their conference to next year.

Utility Management – Gary Zrelak. Not present. Report submitted.

VI. Discussion/Action

- A. College and University Outreach Task Force – Committee Charge – Jim Barsanti, Past President. Mr. Barsanti reported that they are putting together a group to connect with local colleges and universities to visit and talk about NEWEA and the industry once a year or every other year. James Plummer, Tenzin Lama, and Rebecca Elwood are part of the task force. They are currently putting a charge together.
- B. NEWEA/NEWIN Partnership – Howard Carter, Innovation Task Force Leader. Mr. Carter reported that there will be an Innovation Pavilion at the 2019 Annual Conference with up to 8 tables set up tables in the atrium. There was further discussion on possibly having a breakout session at the conference. Mr. Carter also reported that talks have continued with NEWIN about a possible merger. They have had 2 meetings; key action items on NEWIN's part have not been completed.
- C. Action Item – 2019 Proposed Awards Nominations – Mike Wilson, Awards Chair. Mr. Wilson presented the 2018 Award Nomination Action Item. A motion was made by Mr. Wilson and seconded by Ms. Bloomfield to accept the 2018 Awards Nomination. Ms. Tabacsko reported an error among the nominees. The Public Education Committee had nominated Christian Lund for the Public Educator Award. A motion was made by Mr. Vermette and seconded by Mr. Lloyd to accept the 2018 Award Nomination as amended. **MOTION CARRIED**
- D. Action Item – 2019 Proposed Nominations Slate – Matt Formica, Nominating Chair. Mr. Formica presented the 2019 Slate of Officers. A motion was made by Mr. Vermette and seconded by Mr. Digiacomo to accept the 2019 Officer Nominations. Mr. Tyler reported that if Mr. Lloyd is voted to become the next Vice President, then a new Connecticut State Director would have to be named. **MOTION CARRIED**
- E. Action Item – 2019 Proposed CT State Director Nomination – Matt Formica, Nominating Chair. With the passing of 2019 Officer Nomination Action Item, Mr. Formica presented the to the Committee the 2019 Proposed CT State Director Nomination. Mr. William Norton has agreed to take the spot to be vacated by Mr. Lloyd in January at the Annual Business Meeting. Motion made by Ms. Tabacsko and seconded by Ms. Lachmayr to approve the 2019 Proposed CT State Director Nomination. **MOTION CARRIED**
- F. Action Item – FY18 Q3 Report – Priscilla Bloomfield, Finance Chair. Ms. Bloomfield presented the FY18 Q3 Report highlighting Income and Expenses on the report, stressing that the numbers are through 6/30/18. A motion is made by Ms. Tabacsko and seconded by Mr. Vermette to approve the FY18 Q3 Report. **MOTION CARRIED**
- G. Action Item – FY19 Proposed Budget – Priscilla Bloomfield, Finance Chair. Ms. Bloomfield presented the FY19 Proposed Budget. Discussion followed regarding new means of income, which include Fundraising and Grants. A motion was made by Mr. Barsanti and seconded by Mr. Digiacomo to accept the FY19 Proposed Budget. **MOTION CARRIED**

VIII. Information Items/Schedule of Events – See Calendar of Events

VIII. Adjournment – A motion was made by Mr. Vermette and seconded by Mr. Digiacomo to adjourn the meeting. **MOTION CARRIED.** Meeting adjourns at 12:53 PM.

Subject: Committee/Officer Report Submission

Date: Monday, October 29, 2018 at 5:16:34 PM Eastern Daylight Time

From: Janine Burke-Wells

To: laustin@newea.org

Executive Committee Meeting Date

November

Name of Committee or Office

President

Activities/Decisions Since Last Executive Meeting

Attended WEFTEC and participated in various leadership forums and activities.

Decided on gifts for ECM members for January meeting.

Wrote and submitted an Op-Ed piece to the Providence Journal for Imagine a Day without Water (they didn't run it).

Meetings/Conference Calls Held

Held a conference call on 10/10 to discuss next steps in NEWEA Laboratory Certification program (Tom Groves is the NEWEA certification task force lead).

Reviewed draft agenda and participated monthly Senior Management Team (SMT) conference call on 10/12.

Expected incoming SMT members Virgil Lloyd (VP nominee) and Mac Richardson (Treasurer nominee) were invited to participate.

Played in the NEWEA golf tournament on 10/22 -- it was another good one!

Represented NEWEA at EPA Region I's annual industrial pretreatment program coordinators meeting held in Lowell on October 24th.

Represented NEWEA at the CAWPCA Fall Workshop on 10/26.

Action Plan Committee/Officer Assignments

Signed up for the Utility Management Committee, along with incoming VP Virgil Lloyd, to assist in elevating the role of this committee in 2019.

Identified a great candidate for Vice Chair of the Industrial Wastewater Committee.

General Comments

"I have been impressed with the urgency of doing. Knowing is not enough; we must apply. Being willing is not enough; we must do."

— Leonardo da Vinci

Report Submitted by

Janine Burke-Wells

Submitter's Email

Janine.Burke-Wells@warwickri.com

Date Submitted

10/29/2018

Subject: Committee/Officer Report Submission

Date: Friday, November 2, 2018 at 10:43:03 AM Eastern Daylight Time

From: Ray Vermette

To: laustin@newea.org

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

Executive Committee Meeting Date

November

Name of Committee or Office

President Elect

Activities/Decisions Since Last Executive Meeting

9-13 Attend the ECM in Warwick RI.

9-14 Attended the NHWPCA Fall Meeting in Concord, NH

9-29>10-3 WEFTEC

10-17 Finance Committee call.

10-29 Sent notification to Committee Chairs on FY 19 approved budget amounts.

Calls with Steve Dye from WEF in preparation of a Panel Discussion at WEFTEC.

I participated in Monthly SMT calls.

General Comments

I currently working on confirming Committee Chair and Incoming Chair assignments. I will be on vacation and unable to attend the November ECM

Report Submitted by

Ray Vermette

Submitter's Email

sonnyvermette@yahoo.com

Date Submitted

11/02/2018

Subject: Committee/Officer Report Submission

Date: Thursday, October 18, 2018 at 7:38:18 AM Eastern Daylight Time

From: Priscilla Bloomfield

To: laustin@newea.org

Executive Committee Meeting Date

November

Name of Committee or Office

Treasurer

Activities/Decisions Since Last Executive Meeting

Bring certain items to the ECM as discussion items and communicate FY 19 budgets to all committee chairs

Meetings/Conference Calls Held

Finance Committee held a conference call, including incoming Treasurer Mac Richardson on Oct 17th.

Action Plan Committee/Officer Assignments

Discuss Residuals Committee request at ECM and potential reallocation of the FY 19 budget
Discuss deputy/assistant Treasurer position at ECM
Communicate awarded committee budgets to all committee chairs by Nov ECM

Report Submitted by

Priscilla Bloomfield

Submitter's Email

cilbloomfield@gmail.com

Date Submitted

10/18/2018

Subject: Committee/Officer Report Submission

Date: Thursday, October 18, 2018 at 8:07:55 AM Eastern Daylight Time

From: James Barsanti

To: laustin@newea.org

Executive Committee Meeting Date

November

Name of Committee or Office

Past President

Activities/Decisions Since Last Executive Meeting

My activities have included working with the Senior Management Team on NEWEA business and various initiatives, participation on the Innovation Task Force, and student outreach activities. I will be representing NEWEA at the National Water Sector Workforce Convening November 14th and 15th in Alexandria, VA.

Meetings/Conference Calls Held

Participation in Senior Management Team, Finance Committee, and Innovation Task Force conference calls. I represented the SMT at the Residuals and Biosolids Conference on October 15 at UMass Lowell.

Action Plan Committee/Officer Assignments

Working with incoming SMT officers to assist with the transition of leadership. We continue to add members to our College and University Outreach Task Force and will be proposing that it be made an ad-hoc committee at the November ECM.

Committee Member School Outreach Activities

I met with our WPI AAEES/NEWEA student chapter on September 24th and discussed various topics of interest. I am visiting Keefe Technical High School in Framingham on October 24th to discuss water industry careers as part of Massachusetts Science, Technology, Engineering, & Math (STEM) week 2018.

General Comments

I'll buy you a diamond ring my friend if it makes you feel alright. I'll get you anything my friend if it makes you feel alright. Cos I don't care too much for money, and money can't buy me love.

Report Submitted by

James Barsanti

Submitter's Email

jrb@framinghamma.gov

Date Submitted

10/18/2018

Subject: Committee/Officer Report Submission
Date: Monday, October 29, 2018 at 9:32:53 AM Eastern Daylight Time
From: Clayton Richardson
To: laustin@newea.org
Category: State Directors, SMT, Finance Committee, Executive Committee

Executive Committee Meeting Date

November

Name of Committee or Office

Clayton (Mac) Richardson Maine State Director

Activities/Decisions Since Last Executive Meeting

WE hosted the Massachusetts exchange operator, Bob Gomes in early September, After visiting several wastewater treatment facilities, we headed up to the MEWEA annual conference at Sunday River Resort in Newry, Maine. The conference was very attended with a full house of vendors and two full days of technical sessions.

MEWEA members including Joe Madigan from the Orono wastewater treatment facility and Matt Melanson from LAWPCA attended the Northern Maine Children's Water Festival on Wednesday November 10. They set up displays including a simulation of a wastewater treatment process using jars, leaves, red riboos tea and other stuff to give a visual basis for talking to kids. I am told it went very well.

ON the next day, October 11, MEWEA president, Paula Drouin attended an open house held at the Brunswick WWTF in conjunction with imagine a day without water. In addition to the simulation mentioned above, Rob Pontau of the Brunswick Sewer District set up a station where the kids did some modeling clay work then went to a sink with the water shut off to "wash their hands". It was a good demonstration of how much we take water fro granted!

Meetings/Conference Calls Held

Participated in the senior management team conf call on Friday Nov 12 and then a Journal committee conference call later that day . Participated on a finance committee call on Wednesday November 17 and then a New England Water Works call later that day.

On November 19 the MEWEA executive committee met at the LAWPCA treatment plant.

Committee Member School Outreach Activities

Worked with the AP Earth Science class at Windahm High School giving them a power point presentation on the history and possible future direction of water pollution control and prevention efforts in Maine and the country, The following day the students toured the wastewater treatment plant on the school campus. MEWEA is continuing to work with the student chapter of ASCE at the University of Maine (Orono) to present an hour long discussion on opportunities in the water environment filed and a discussion of alternative means of project procurement (desgn/bid build vs design/build vs construction manager at risk, etc.) I hope to have Mattt Timberlake (contractor) Amanda Smith (YP and Lab tech at the Bangor WWTF) Dan Marks (engineering consultant) and myself attend on November 7.

General Comments

Working to get up to speed with NEWEA budget matters in anticipation of stepping into the Treasurer position in January.

Report Submitted by

Clayton Richardson

Submitter's Email

mrichardson@lawpca.org

Date Submitted

10/29/2018

Subject: Committee/Officer Report Submission

Date: Friday, November 2, 2018 at 7:33:09 AM Eastern Daylight Time

From: Jeff McBurnie

To: laustin@newea.org

Executive Committee Meeting Date

November

Name of Committee or Office

Maine State Director - incoming 2019

Activities/Decisions Since Last Executive Meeting

Northern Maine Children's Water Festival - 10/9
Imagine a Day Without Water - 10/10

Meetings/Conference Calls Held

MEWEA Annual Conference 9/20-21

General Comments

Most of MEWEA's 14 committees are active and engaged, providing operator support, community engagement and public outreach, and regulatory and legislative advocacy.
Actively working to ensure Question 2 Bond Support for Wastewater Infrastructure passes on November 6

Report Submitted by

Jeff McBurnie

Submitter's Email

jeff.mcburnie@casella.com

Date Submitted

11/02/2018

Subject: Committee/Officer Report Submission

Date: Tuesday, October 30, 2018 at 3:41:54 PM Eastern Daylight Time

From: Scott Goodinson

To: laustin@newea.org

Executive Committee Meeting Date

November

Name of Committee or Office

STATE DIRECTOR'S REPORT - RHODE ISLAND

Activities/Decisions Since Last Executive Meeting

Operator Exchange with Connecticut – Operator Evan Klotzer (Stafford, CT WPCF) toured several Rhode Island WPCF's and enjoyed fine dining with awesome NWPCA board members on September 5th and 6th. His fun-filled, 3-day Ocean State tour ended on September 7th as he joined us all at the NWPCA Annual Clambake & Tradeshow.

RIDEM's 2017-2018 Wastewater Leadership Boot Camp program graduated its sixth class at a ceremony held during the NWPCA Annual Tradeshow. The nineteen future Wastewater Leaders came together from eight Rhode Island POTW's during the year-long course.

WEFTEC – New Orleans, LA. September 29 – October 3. Congrats to Ocean State Alliance on their TWO 1st place wins (Process and Laboratory)!

Meetings/Conference Calls Held

NWPCA held monthly meetings on October 16th at the Warwick Sewer Authority. Updates on summer events, Ops Challenge/WEFTEC , annual tradeshow, upcoming training, golf, and other items were discussed.

October 16th - NWPCA Blueprint Reading for Wastewater & Collections Systems.

Action Plan Committee/Officer Assignments

Training Committee Update:

December 6th, 2018 - Wastewater Asset Management, Field's Point Education Room, Narragansett Bay Commission, One Service Road Providence, RI

Help your utility learn about Asset Management, Develop a Capital Improvement Plan, Maintenance scheduling and budgeting, Implementation and training on CUPSS (Checkup Program for Small Systems) software. This 4 hour workshop is made possible by funding through the U.S. EPA, and RCAP. This workshop is great for operators, managers, board members or personnel in the waste water industry.

November 13 and 14th, 2018 – PACP / MACP Training - NWPCA is excited to hold NASSCO's Pipeline Assessment, Lateral and Manhole Certification program at the Warwick Sewer Authority. This NWPCA sponsored specialty training is open to members and non-members. This course will cover Pipeline Assessment on Day 1 and Day 2 and Manhole/Lateral Assessment on Day 2. This is a 2-day course and is approved for 10 TCHs with the RIDEM. The total cost for this course is \$775 which includes certification in all three areas, manuals, training and testing.

Committee Member School Outreach Activities

The NEWEA sponsored Operator Exchange program will be held this year with Connecticut on November 13-15th. RI will be sending Operator Chad Cota from the Newport, RI WPCF this year.

December 6- Annual Holiday Party, Food Drive & Election of Officers

General Comments

For more information about upcoming events, to download a scholarship application, or membership information visit www.rinwpc.org

Report Submitted by

Scott Goodinson

Submitter's Email

scott.c.goodinson@warwickri.com

Date Submitted

10/30/2018

Subject: Committee/Officer Report Submission

Date: Tuesday, October 30, 2018 at 8:30:37 AM Eastern Daylight Time

From: John Digiacomio

To: laustin@newea.org

Executive Committee Meeting Date

November

Name of Committee or Office

Collection Systems & Water Resource Council

Activities/Decisions Since Last Executive Meeting

Emails and Calls with Chairs in regards to Committee Business, Planning for Annual Conference and general questions

Action Plan Committee/Officer Assignments

After EC Meeting, will have Conference Call with chairs to go over information discussed at EC Meeting and to make sure everyone is prepared for the Annual Conference in January.

General Comments

It has been a busy year for our council but they have done great work and I am proud of all the committees on the specialty conferences that have happened and all the hard work everyone has been putting in.

Report Submitted by

John Digiacomio

Submitter's Email

jdigiacomio@natickma.org

Date Submitted

10/30/2018

Subject: Committee/Officer Report Submission

Date: Thursday, November 8, 2018 at 1:04:37 PM Eastern Standard Time

From: Meg Tabacsko

To: laustin@newea.org

Executive Committee Meeting Date

November

Name of Committee or Office

Communications Council

Meetings/Conference Calls Held

Participated in Council Director's Conference Call on 11/6

Action Plan Committee/Officer Assignments

Scheduled 11/28 for Communications Council Chairs to meet with Jordan Gosselin, NEWEA Communications Coordinator.

Work with Mary and Jordan on the development of the NEWEA Communications Plan

General Comments

Welcome Jordan!

Another great Journal - thanks Joe!

Report Submitted by

Meg Tabacsko

Submitter's Email

meg.tabacsko@mwra.com

Date Submitted

11/08/2018

Subject: Committee/Officer Report Submission

Date: Monday, October 29, 2018 at 8:52:40 AM Eastern Daylight Time

From: Charles Tyler

To: laustin@newea.org

Executive Committee Meeting Date

November

Name of Committee or Office

Assessment and Development Committee

Activities/Decisions Since Last Executive Meeting

2018 Committee Surveys have been completed and summary recommendations submitted for review by the committee, and recommendations prepared for presentation at the November 2018 Executive Committee Meeting. Supporting documentation will be submitted for separate posting under discussion/information items.

Organizational Manual revision (with previously approved changes) has been submitted to Bylaws and others for comment, and will be submitted to NEWEA staff for web inclusion following the November 2018 Executive Committee Meeting.

Meetings/Conference Calls Held

Email submittal of committee review recommendations and Org Manual revision resulted in a general consensus that no formal meeting/conference call would be necessary, and comments received by email have all been included or otherwise addressed.

Action Plan Committee/Officer Assignments

The committee again plans to present orientation information for incoming officers and committee chairs, and for anyone else who would like to learn more about protocols and documentation regarding NEWEA participation

General Comments

Greatly looking forward to turning over chairing duties to my very capable Vice-chair Marylee Santoro, who will take over shepherding the committee starting at the end of the Annual Conference.

Report Submitted by

Charles Tyler

Submitter's Email

charleswtyler@msn.com

Date Submitted

10/29/2018

Subject: Committee/Officer Report Submission

Date: Monday, October 29, 2018 at 1:15:45 PM Eastern Daylight Time

From: Robert Fischer

To: laustin@newea.org

Executive Committee Meeting Date

November

Name of Committee or Office

Government Affairs

Activities/Decisions Since Last Executive Meeting

Continue to work on GAC Session at Boston Annual Conference 2019:
Time of session confirmed Monday January 27, 2019 0830-1030.
Two Abstract Sessions confirmed.
Moderator(s) chosen.
DRAFT letter send to Committee for review, changes incorporated and letter sent out to Regulators in each NE State plus EPA.
DRAFT email sent to

Meetings/Conference Calls Held

None

Action Plan Committee/Officer Assignments

Continue to work on GAC Session: follow up email will be sent to Regulators with contact information.
Planning for Washington DC fly-in to begin.
Schedule GAC conference call

Committee Member School Outreach Activities

None

General Comments

Nope

Report Submitted by

Robert Fischer

Submitter's Email

bfischer@sburl.com

Date Submitted

10/29/2018

Subject: Committee/Officer Report Submission

Date: Friday, November 9, 2018 at 11:36:10 AM Eastern Standard Time

From: Howard Carter

To: laustin@newea.org

Executive Committee Meeting Date

November

Name of Committee or Office

Innovation Task Force

Activities/Decisions Since Last Executive Meeting

Have met various times via conference call with NEWIN to help move the associations closer together. The latest thinking is to treat them as a project similar to the water warriors where we would help administer their program and provide admin assistance. They will be assisting us with the innovation pavilion as well.

The innovation pavilion is coming along nicely and i will providing handouts and discussing this in detail at the meeting

Report Submitted by

Howard Carter

Submitter's Email

hcarter@sacomaine.org

Date Submitted

11/09/2018

Subject: Committee/Officer Report Submission

Date: Monday, November 12, 2018 at 8:26:01 PM Eastern Standard Time

From: Rachel Watson

To: laustin@newea.org

Category: Committee Chairs

Executive Committee Meeting Date

November

Name of Committee or Office

Microconstituents

Activities/Decisions Since Last Executive Meeting

Specialty Conference and committee meeting.

Meetings/Conference Calls Held

Specialty Conference and committee meeting.

Action Plan Committee/Officer Assignments

Change the committee name to Contaminants of Emerging Concern Committee.

Committee Member School Outreach Activities

Included UMASS Lowell Students as volunteers at the specialty conference.

Report Submitted by

Rachel Watson

Submitter's Email

rachel.watson@stantec.com

Date Submitted

11/12/2018

Subject: Committee/Officer Report Submission

Date: Tuesday, November 6, 2018 at 12:40:41 PM Eastern Standard Time

From: Kerry Reed

To: laustin@newea.org

Executive Committee Meeting Date

November

Name of Committee or Office

Registration Committee

Activities/Decisions Since Last Executive Meeting

N/A

Meetings/Conference Calls Held

N/A

Action Plan Committee/Officer Assignments

Meg T. will be taking over as the new chair after the Annual Conference

Committee Member School Outreach Activities

As a result of the NEWEA teacher training program, a teacher from Chestnut Hill School in Newton reached out and borrowed the stormwater floodplain model to do a class on how humans impact the environment and engineering solutions in October 2018.

Committee Chair (Kerry Reed) and former President (Jim Barsanti) presented at Keefe Technical High School on October 24, 2018 as part of MA STEM Week.

Committee Chair (Kerry Reed) presented to a group of 4th grade students at Framingham State University on October 25, 2018, also as part of MA STEM Week.

General Comments

The registration committee is ready for the annual conference. A call for volunteers will go out at the beginning of January.

Report Submitted by

Kerry Reed

Submitter's Email

kr@framinghamma.gov

Date Submitted

11/06/2018

To: NEWEA Executive Committee

From: Charles Tyler, Chair
Assessment and Development Committee

Date: November 13, 2018

Re: Recommendations resulting from 2018 committee reviews

CC: Janine Burke-Wells, Ray Vermette, Mary Barry, Council Directors, Assessment & Development Committee

A&D Committee: C. Tyler (Chair), M. Santoro (Vice Chair) J. Barsanti, M. Bonomo, J. Burke-Wells, T. Groves, V. Lloyd, D. Mahoney, B. Moore, J. Potamis, M. Formica, R. Willis

This memorandum is a compilation of the recommended resolutions from the 2018 NEWEA committee review process, the object of which is to review every NEWEA committee at least every three years, with some addressed more frequently as needed and appropriate. And with ad hoc committees reviewed annually. Seventeen committees were reviewed in 2018, and the full report summary and survey comments are available under separate cover. In general, our committees appear healthy, and the recommendation is to continue most committees as constituted under their current charges. Council Directors, Executive Committee and others are urged to follow up on noted suggestions and concerns.

Of the committees reviewed, special attention is recommended for the Newsletter and Sustainability committees, as they are involved in fluctuating identity and scope concerns, and for the ad hoc Veterans Workforce Development committee as it seeks the best way to establish influence across the region. Website Committee is recommended to be voted as a Standing Committee. In addition, the Microconstituents Committee has requested that the committee name and also references to microconstituents in the Org Manual and elsewhere be changed to "Contaminants of Emerging Concern." The A&D Committee concurs with the request, and therefore is posting it as a recommended resolution. As always, all committees should be given support and encouragement with regard to membership and succession concerns.

Individual committee resolutions follow.

1. Awards Committee: Continue the Committee as constituted under current charge.
2. Committee Member Appreciation Event Committee: Continue the Committee as constituted under current charge. Efforts to encourage at least some increase in membership should be pursued.
3. Industrial Wastewater Committee: Continue committee under current charge; offer aid and ensure that succession is smooth and that current momentum is not allowed to fade. Committee may need some council guidance regarding productive activities between specialty conferences.

4. Laboratory Practices Committee: Continue committee as constituted under current charge.
5. Membership Committee: Continue this committee as constituted under the current charge. Council Director will try to generate interest from YP committee; other committee membership recruitment assistance may be necessary.
6. Newsletter Committee: Committee needs an update to remain vital using today's communications technologies. Executive Committee needs to discuss the concept of revamping this committee into a Social Media Support or other function, or else sunset the committee and include relevant duties (including social media support) in the charge of some other existing committee(s). This could happen in conjunction with the proposed Communications/Media Relations position. In either case, an updated charge will need to be developed.
7. Operations Challenge Committee: Continue the committee as constituted under current charge, but work on getting increased support from state associations and relevant technical committees. Merging into Plant Operation Committee was discussed, but is not recommended, as this committee was originally a subcommittee of that parent committee and broke away due to the concentrated specialized effort needed to carry out the event planning and performance.
8. Registration Committee: Continue the committee as constituted under current charge. In order to ensure long-term efficiency of the vital functions of this committee, it is highly recommended that the committee be urged to develop registration procedure/protocol "cheat" sheets or other published information in order to capture the experience of long-term members that can be shared with future committee populations.
9. Program Committee: Continue the committee as constituted under current charge; promotion of the committee to newer members in order to encourage some "fresh faces" (in the words of the chair) should be encouraged.
10. Residuals Management Committee: Continue the Committee as constituted under current charge. Its successful "rotational" management of leadership roles should be shared with other committees for whom it may be beneficial.
11. Small Communities Committee: This committee should be continued as constituted under current charge. The committee's outreach ambitions should be fostered through interaction and shared activities with other committees (such as YP).
12. Student Activities Committee: This committee should continue as constituted under current charge, with assistance given to try to attract new members and, especially, to persuade more widespread academic involvement. Help is needed in attracting/persuading a vice chair. It is suggested that this committee arrange to network

with the Membership Committee on overlapping issues in order to combine efforts to increase potential for successful outcome.

13. Sustainability: This committee should be continued as constituted under current charge, but work is needed for more definite purpose and focus that will create energy among its members (two enthusiastic people can't do all of the work). The scope of this committee has shifted repeatedly since its inception, and the current co-chairs have some apparent good ideas, such as, for example, becoming an "internal consultant" directing a universal charge assignment for NEWEA committees to include sustainability/resilience in their activities. EC discussion about the best role and consideration of changing to a more clearly defining committee name for this committee is needed.
14. Veterans Workforce Development Committee: This committee should be continued as constituted under current charge. Executive Committee and other committee assistance with outreach and publication efforts is encouraged. This committee needs recognition and ongoing support.
15. Water For People Committee: This committee should be continued as constituted under current charge, with encouragement for them to continue seeking alternative activities to improve water/sanitation access everywhere.
16. Website Committee: The Executive Committee should consider promoting the Website committee to standing committee status in support of the new public relations/communications efforts that are currently under way. The current charge should be largely retained, with perhaps some modifications to reflect changes in technology.
17. Watershed Management Committee: This committee should be continued as constituted under its current charge, while considering ways to incorporate its updated mission statements into an improved charge document.
18. Microconstituents Committee: Although this committee was not reviewed this year, but was reviewed last year, yielding some serious concerns about committee participation. This year, it seems, the committee has shown signs of resurgence, and the current members feel strongly that a change in name from "Microconstituents" to "Contaminants of Emerging Concern" would express clarity of scope and enhance chances of attracting new members. The change will require some minor changes to the Org Manual revision that is already under way.

To: NEWEA Executive Committee

From: Charles Tyler, Chair
Assessment and Development Committee

Date: November 13, 2018

Re: Issues and Recommendations Identified by 2018 Committee Reviews

CC: Janine Burke-Wells, Ray Vermette, Mary Barry, Council Directors, Assessment & Development Committee

A&D Committee: C. Tyler (Chair), M.Santoro (Vice Chair) J. Barsanti, M. Bonomo, J. Burke-Wells, T. Groves, V. Lloyd, D. Mahoney, B. Moore, J. Potamis, M. Formica, R. Willis

This memorandum summarizes the results of the committee reviews performed by the Assessment and Development Committee in 2018. More specifically, it summarizes specific issues raised by the some of the seventeen reviewed committees (17 committees were targeted, and with the help of reminders by the Council Directors, all seventeen surveys were returned). Microconstituents Committee, which was reviewed in a previous year, has been revisited, and they have *requested that the committee name and also references to microconstituents in the Org Manual and elsewhere be changed to "Contaminants of Emerging Concern."* *The A&D Committee concurs with the request, and therefore is posting it as a recommended resolution.* An individual memorandum with only recommendations is to be presented at the November 13, 2018 NEWEA Executive Committee meeting.

Individual committee review conclusions and resolutions follow.

- 1) Awards Committee:
 - a. This committee is under the Management Review Council.
 - b. This is a healthy committee with a rotating, effective membership, a majority of whom are experienced, active members who manage to do a smooth job continually.
 - c. Proposed A&D resolution: Continue the Committee as constituted under current charge.

- 2) Committee Member Appreciation Event Committee
 - a. This committee is under the Management Review Council.
 - b. This committee has been small historically, and its job is often done by two or three people with NEWEA administrative help. There is a new vice chair on the committee, and they have cheerfully fulfilled their charge without complaint.
 - c. Proposed A&D resolution: Continue the Committee as constituted under current charge. Efforts to encourage at least some increase in membership should be pursued.

- 3) Industrial Wastewater Committee
 - a. This committee is under the Collection Systems/Water Resource Council.
 - b. This committee is strong and enthusiastic – they completed a successful specialty conference tin June; however, the current chair is in her third year, and there is no committee vice chair to take the reins.

- c. Proposed A&D resolution: Continue committee under current charge; offer aid and ensure that succession is smooth and that current momentum is not allowed to fade. Committee may need some council guidance regarding productive activities between specialty conferences.

- 4) Laboratory Practices Committee
 - a. This committee is under the Treatment, System Operations, and Management Council.
 - b. The Committee is active, with 27 listed members and around 10 of whom are very active. A long-time participant is the current vice chair, prepared to take over the committee in January. Update and reaffirmation of Lab Certification exam protocols and procedures have been a focus for the past year.
 - c. Proposed A&D resolution: Continue committee as constituted under current charge

- 5) Membership Committee
 - a. This committee is under the Outreach Council.
 - b. The committee is admittedly thin on membership of its own; one of the newest members is slated to take over the chair in January; however, more members, preferably from the younger set, are required in order to recharge the committee.
 - c. Proposed A&D resolution: Continue this committee as constituted under the current charge. Council Director will try to generate interest from YP committee; other committee membership recruitment assistance may be necessary.

- 6) Newsletter Committee
 - a. This committee is under the Communications Council.
 - b. This committee is reported as rather moribund - the chair is the only active member, and feels that current committee assignments are lacking in timeliness and relevance. The chair suggests revamping the committee as a “Social Media Support” committee that would work to publish real-time items and stories on more immediate social media channels rather than collecting, holding, and publishing old information on a calendar basis. This could happen through a committee transition alone or as a subcommittee in coordination with an umbrella committee (such as YP or Journal committees). Currently frustrated chair would be willing to remain on a revamped, rejuvenated committee.
 - c. Proposed A&D resolution: Committee needs an update to remain vital using today’s communications technologies. Executive Committee needs to discuss the concept of revamping this committee into a Social Media Support or other function, or else sunset the committee and include relevant duties (including social media support) in the charge of some other existing committee(s). This could happen in conjunction with the proposed Communications/Media Relations position. In either case, an updated charge will need to be developed.

- 7) Operations Challenge Committee-
 - a. This committee is under the Treatment, System Operations, and Management Council.
 - b. This committee has a very strong membership and a vice chair waiting to take the reins in due time. However, the chair feels that more support is needed in the form of an active member from each state association, as well as more participation from some of the technical committees related to the various events – wishing, for instance, that the

Process Control and Pump events would be committee-supported more like the Laboratory Practices, Safety, and Collection systems events have been recently. It is felt that the Ops Challenge Committee should be coordinating these efforts rather than shouldering the entire event burden. This is a historically recurring situation, but bears discussion.

- c. Proposed A&D resolution: Continue the committee as constituted under current charge, but work on getting increased support from state associations and relevant technical committees. Merging into Plant Operation Committee was discussed, but is not recommended, as this committee was originally a subcommittee of that parent committee and broke away due to the concentrated specialized effort needed to carry out the event planning and performance.

8) Registration Committee

- a. This committee is under the Meeting Management Council.
- b. This committee is a very robust committee with numerous members who are well-versed in the committee's routine activities. A previous chair is the current vice chair, so informed succession is anticipated.
- c. Proposed A&D resolution: Continue the committee as constituted under current charge. In order to ensure long-term efficiency of the vital functions of this committee, it is highly recommended that the committee be urged to develop registration procedure/protocol "cheat" sheets or other published information in order to capture the experience of long-term members that can be shared with future committee populations.

9) Program Committee

- a. This committee is under the Meeting Management Council.
- b. This committee is a strong and effective committee, based on the work that they have done over many years. Although this is a healthy committee with a ready and capable vice chair, its membership has remained largely unchanged for some time.
- c. Proposed A&D resolution: Continue the committee as constituted under current charge; promotion of the committee to newer members in order to encourage some "fresh faces" (in the words of the chair) should be encouraged.

10) Residuals Management Committee

- a. This committee is under the Treatment, System Operations, and Management Council.
- b. With 37 listed members, this committee is a stalwart and steady committee of NEWEA. With a strong chair, and with a vice chair participating, as well as others awaiting leadership openings, this committee is in great health. They hold an annual specialty conference, often in conjunction with NEBRA, but also sometimes cooperating with other NEWEA technical committees on cross-related issues.
- c. Proposed A&D resolution: A&D Committee recommends to continue the Committee as constituted under current charge. Its successful "rotational" management of leadership roles should be shared with other committees for whom it may be beneficial.

11) Small Communities Committee

- a. This committee is under the Treatment, System Operations, and Management Council.

- b. This committee has a steady membership and has kept up with annual specialty conferences for small community interests for many years, although a crowded seminar schedule precluded that activity this year. The chair is dynamic and there is a capable vice chair ready to continue the work. The committee aim is to perform more outreach to their assigned constituency.
- c. Proposed A&D resolution: This committee should be continued as constituted under current charge. The committee's outreach ambitions should be fostered through interaction and shared activities with other committees (such as YP).

12) Student Activities Committee

- a. This committee is under the Outreach Council.
- b. This committee is an active and enthusiastic one, with a compact membership of mostly academic professionals. While successful in keeping their programs vital, there is a challenge attracting participation for more academic institutions in the region. Numerous successful activities (poster contest and paper presentations) are combined with less successful efforts (e.g., student design competition which has trouble attracting entrants). The committee needs a strong vice chair to continue the good work.
- c. Proposed A&D resolution: This committee should continue as constituted under current charge, with assistance given to try to attract new members and, especially, to persuade more widespread academic involvement. Help is needed in attracting/persuading a vice chair. It is suggested that this committee arrange to network with the Membership Committee on overlapping issues in order to combine efforts to increase potential for successful outcome.

13) Sustainability Committee

- a. This committee is under the Collection Systems/Water Resource Council.
- b. The committee lists over 30 members, but there are only 4 to 5 active members, and the two co-chairs (with no formal vice chair) shoulder most of the burden. Sustainability is a concept that touches on most other committees, and inter-committee cross-pollination seems to be a major potential role for them. Co-sponsoring workshops and advising other NEWEA committees are ideas for further activity. The co-chairs have robust interest and energy, but without much internal support.
- c. Proposed A&D resolution: This committee should be continued as constituted under current charge, but work is needed for more definite purpose and focus that will create energy among its members (two enthusiastic people can't do all of the work). The scope of this committee has shifted repeatedly since its inception, and the current co-chairs have some apparent good ideas, such as, for example, becoming an "internal consultant" directing a universal charge assignment for NEWEA committees to include sustainability/resilience in their activities. EC discussion about the best role and consideration of changing to a more clearly defining committee name for this committee is needed.

14) Veterans Workforce Development Committee

- a. This ad-hoc committee is under the Ad-hoc Committee Council (Vice President).
- b. This committee lists 34 members, but that counts participation of state-oriented subdivisions. As veterans' affairs protocols vary by state, it has seemed logical to act as a

central momentum-sharing point for individual state efforts. There has been a lull in committee energy that is now again on the rise, with a vice chair having stepped forward and the group having caught a "second wind" of sorts.

- c. Proposed A&D resolution: This committee should be continued as constituted under current charge. Executive Committee and other committee assistance with outreach and publication efforts is encouraged. This committee needs recognition and ongoing support.

15) Water For People Committee

- a. This committee is under the Outreach Council.
- b. This committee has an energetic chair who has now also garnered a vice chair. The committee activities largely revolve around a variety of fundraising efforts and coordination of such efforts with a NEWWA committee with the same aim. There is current work on coordination of several annual and biennial events. Although it has been successful in this regard, it is felt that committee enthusiasm might be enhanced with an event(s) focused on service rather than fundraising, though no obvious such opportunities appear locally available.
- c. Proposed A&D resolution: This committee should be continued as constituted under current charge, with encouragement for them to continue seeking alternative activities to improve water/sanitation access everywhere.

16) Website Committee

- a. This committee is under the Communications Council.
- b. This committee has had ad hoc status for some years, and while there was a previous suggestion that it might be dissolved or downgraded to an assistance role, further inquiry into website possibilities has demonstrated that much more could be done with the NEWEA website in terms of technology innovation and upgrades (e.g., segregated areas and log based permissions) to encourage all-committee ownership as well as sponsorship potential. With this impetus in mind, it is suggested that this committee be granted standing committee status.
- c. Proposed A&D resolution: The Executive Committee should consider promoting the Website committee to standing committee status in support of the new public relations/communications efforts that are currently under way. The current charge should be largely retained, with perhaps some modifications to reflect changes in technology.

17) Watershed Management Committee

- a. This committee is under the Collection Systems/Water Resource Council.
- b. This committee is healthy with an active and enthusiastic membership. They have developed updated mission and focus statements, and have initiated some innovative activities to highlight and embellish interest in the importance of their core stated purposes. They have also embraced intra-council committee cooperative efforts with "overlapping" committees to leverage cross-committee strengths in overlap areas.
- c. Proposed A&D resolution: This committee should be continued as constituted under its current charge, while considering ways to incorporate its updated mission statements into an improved charge document.

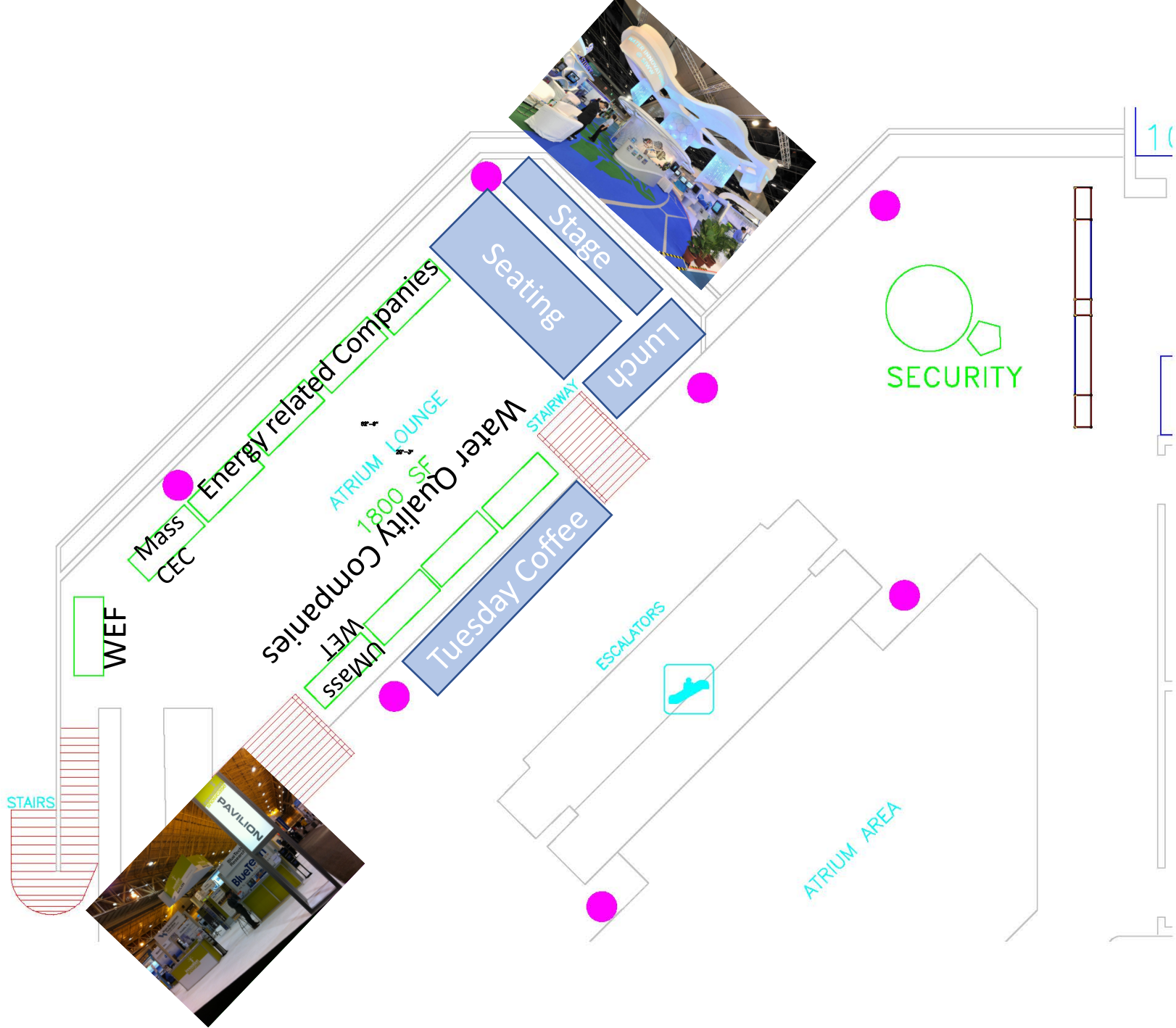
18) Microconstituents Committee

Although no formal review was performed with the Microconstituents Committee, this year the committee has shown signs of resurgence, and the current members feel strongly that a change in name from “Microconstituents” to “Contaminants of Emerging Concern” would express clarity of scope and enhance chances of attracting new members. The change will require some minor changes to the Org Manual revision that is already under way.

NEWEA Innovation Pavilion

Proposed approach for 2019 Annual Conference

Monday, October 22, 2018



Thematic Areas

- Target innovators that will be of interest to NEWEA members
 - 4 addressing Energy savings w/ MassCEC
 - 4 with Water quality/emerging contaminants and nutrients w/ WEF
- Create Triad of innovation company, utility, engineering firm for each innovator to provide value to all participants.
- Include regulators/experts to provide context on market drivers – Jason will provide this.
- Cover full lifecycle of innovation.
- University Posters will represent the first stage.

Target Different Stages of water innovation to present with Utility partners



*Basic & Applied
Laboratory
**Research &
Exploration***

*Laboratory Pilot
and **Technology
Evaluation***

*Field
Demonstration.
**Technical and
Economic
Validation***

*Customer
engagement.
**Performance
verification and
acceptance***

*Market
engagement,
sales. **New
product
innovation***

Proposed Agenda

- Market Driven Research - University Posters
- 4 x 30 minute sessions during conference breaks (2 AM, 2 PM)
 - research to innovation – innovator and utility (e.g. Lee MA with MicroOrganics)
 - innovation to market – innovator and utility (with WEF/LIFT?)
 - market to scale – innovator and utility (with WEF/LIFT?)
 - scale to incumbent – MicroC with utility
- Lunch time – Pitch event with all participants
- During conference proceedings, programming to interact with sponsors and vendors

Action Items

- Identify sponsorship approach (Howard, Marcus, Philip)
 - NEWIN (Marcus)
 - WEF (Mary)
- Identify innovation companies (Marcus)
- Identify utility partners to participate with innovators (Howard)
- Match engineering firms and other appropriate businesses with utilities and innovators (task force)
- Finalize look and feel, with cost (Mary and Marianne)

MEMORANDUM

TO: NEBRA BOARD

FROM: NATALIE SIERRA, RESIDUALS COMMITTEE CHAIR

SUBJECT: SUPPORT FOR PFAS ADVOCACY EFFORTS

DATE: NOVEMBER 7, 2018

CC: MARY BERRY, NEWEA EXECUTIVE DIRECTOR
ERIC SPARGIMINO, RESIDUALS COMMITTEE VICE-CHAIR,

In recent years in New England, concern has arisen over the environmental fate and transport of poly- and perfluoroalkyl (PFAS). In particular, historic industrial activities in New Hampshire and Vermont have led those states to initiate extensive sampling and analysis to better understand the scope and scale of PFAS contamination in those states. While contamination concerns have largely been associated with water supplies, with awareness over PFAS migration and fate in the environment rapidly increasing, questions are arising over land application of finished biosolids that might contain PFASs. In response, the New England Biosolids and Residuals Association (NEBRA), through its Executive Director, Ned Beecher, has been providing education, support, and advocacy on PFAS issues in the New England region. Mr. Beecher has also begun hosting quarterly PFAS calls, free to all participants, to educate POTWs on the latest developments in PFAS regulations around the country. As these efforts have occupied a significant percentage of Mr. Beecher's time and attention, the NEBRA Board has elected to create a dedicated PFAS fund to support Mr. Beecher's time on PFAS issues and has initiated a search for a new Executive Director. This is a *dedicated and restricted fund* that can only be used for PFAS work.

Request

NEBRA has requested a donation of \$5,000 from NEWEA to the PFAS fund. Similar organizations from across the country have donated to the fund and NEBRA has requested that, given that so much of the advocacy and regulatory outreach is occurring here in New England, that NEWEA support the fund and NEBRA's efforts to that end.

Activities that will be supported by the fund in the coming year include:

- Evaluation and monitoring of the PFAS issue locally, particularly as it relates to wastewater and biosolids/residuals.
- Compilation and distribution of key information such as new stories and regulatory/legislative actions
- Support for a PFAS Advisory Group to set policy
- Hosting of bi-monthly PFAS Stakeholder webinars
- Maintenance of a PFAS information repository on the NEBRA website
- On-call support for POTWs experiencing issues with PFAS

The members of the Residuals Committee unanimously support this contribution to help support NEWEA members on this pressing issue.



NEWEA Assessment and Development 2018 Committee Questionnaire

Committee Name: Awards
Committee Chair: Mike Wilson
Date Completed: 7/05/18

Dear Committee Chair:

It is the responsibility of the NEWEA Assessment and Development Committee and Council Directors to annually review the charges of 1/3 of NEWEA's Standing Committees for the effectiveness of each committee in meeting its charge. Your committee is one of those chosen for review in 2018. **Please provide answers to this questionnaire and return it to Council Director by June 22, 2018.** If you would like any of these responses to be confidential, please contact me or others on the Assessment and Development Committee.

Thank you for your time and attention to this matter.

Sincerely,

The NEWEA Assessment and Development Committee

Chair: Charlie Tyler
Vice Chair: Marylee Santoro
Director: Jim Barsanti
Michael Bonomo
Matt Formica
Tom Groves
Virgil Lloyd
Deborah Mahoney
Brad Moore
Gerald Potamis
Justin Skelly
Ray Vermette
Ray Willis



NEWEA Assessment and Development 2018 Committee Questionnaire

- 1) Is the title of your committee appropriate? **Yes**

- 2) Do you feel your current overall charge is accurately described and does the title describe the Overall Charge and purpose of the committee? **Pretty well. No change needed but an update to website for a few award descriptions.**

- 3) Do your Committee functions overlap with those of other committees? If so in which committees and what way? **Well it does overlap on the basis of awards we work with all committees and State Directors.**

- 4) As Chair, do you recommend that your Committee be continued? **Yes**

- 5) Do you feel that your Committee should be merged with another? If yes, describe the reasons why you feel that. **No**

- 6) Do you feel that your Committee should be subdivided? If yes, describe the reasons why you feel that. **No.**



NEWEA Assessment and Development 2018 Committee Questionnaire

7) Membership:

- 7a.) How many members do you have? **15**
- 7b) Is your Committee's membership representative of NEWEA membership? **Yes.**
- 7c) Provide a brief demographic description (consultants, municipal/state, vendors, etc.) of your committee make-up. **Broad basis. Consultants, municipal, vendors.**
- 7d) How many new members joined your committee this year? **NA**
- 7e) How many members are actively engaged in committee activities and regularly attend committee meetings? **7-10.**

8.) A committee's success is based largely on the efforts of its officers. NEWEA strongly encourages that each committee have a Vice Chair. Does your committee have a Vice Chair? If not, would you like assistance from NEWEA to find someone to serve that role on your committee? **Vice Chair/Co-Chair is Jay Sheehan**

9) NEWEA has created Council Directors to provide leadership, coordination, and oversight to a group of committees (i.e., Council), and to act as a committee liaison to the Executive Committee.

- 9a) Do you know who your Council Director is? **Yes**
- 9b.) Have you communicated with your Council Director? **Yes.**



NEWEA Assessment and Development 2018 Committee Questionnaire

- 9c.) Please provide feedback on your experience with having a Council Director. **I'm happy to say that my experience with my council director has been a very good one.**
- 9d.) Have you added your Council Director to your e-mail list? **Yes.**
- 9e.) Do you have recommendations on how better to use the councils?
No.



NEWEA Assessment and Development 2018 Committee Questionnaire

10) Identify any constraints your Committee faces in fulfilling its charge (for example, if either building committee membership or maintaining membership is an issue for your committee).

10a) Do you have difficulty in finding committee members? **No. Technically six positions are filled each year with new State Directors.**

10b) What are the obstacles, if any, preventing your committee from doing what you feel it needs to do? **Don't have any.**

11) Please identify your committee's activities in the past year (if applicable), and describe any present and projected activities. **Awards Luncheon.**

12) What would you like to be doing with your committee that you are not doing now?

13.) Does your committee hold committee meetings at either the Spring or Annual Conference? If not, explain. **Yes both times and calls in between.**

13) Please provide additional comments, concerns, questions or suggestions.

14) As a part of our efforts to increase the effectiveness of this survey, the A&D Committee would greatly appreciate receiving your committee's suggestions or comments that might help us to improve this questionnaire and review process.



NEWEA Assessment and Development
2018 Committee Questionnaire

Below this line to be filled out by the Council Director

Council Director's Comments:

The Awards Committee is in good hands led by Chair Mike Wilson and Vice Chair Jay Sheehan. The committee is comprised of a diligent and dedicated group of NEWEA officers and volunteers and continues to do excellent work recognizing the achievements and accomplishments of NEWEA members.



NEWEA Assessment and Development 2018 Committee Questionnaire

Committee Name: Committee Member Appreciation
Committee Chair: Denise Descheneau
Date Completed: May 30, 2018

Dear Committee Chair:

It is the responsibility of the NEWEA Assessment and Development Committee and Council Directors to annually review the charges of 1/3 of NEWEA's Standing Committees for the effectiveness of each committee in meeting its charge. Your committee is one of those chosen for review in 2018. **Please provide answers to this questionnaire and return it to Council Director by June 22, 2018.** If you would like any of these responses to be confidential, please contact me or others on the Assessment and Development Committee.

Thank you for your time and attention to this matter.

Sincerely,

The NEWEA Assessment and Development Committee

Chair: Charlie Tyler
Vice Chair: Marylee Santoro
Director: Jim Barsanti
Michael Bonomo
Matt Formica
Tom Groves
Virgil Lloyd
Deborah Mahoney
Brad Moore
Gerald Potamis
Justin Skelly
Ray Vermette
Ray Willis



NEWEA Assessment and Development 2018 Committee Questionnaire

1) Is the title of your committee appropriate?

Yes

2) Do you feel your current overall charge is accurately described and does the title describe the Overall Charge and purpose of the committee?

Yes

3) Do your Committee functions overlap with those of other committees? If so in which committees and what way?

No

4) As Chair, do you recommend that your Committee be continued?

Yes

5) Do you feel that your Committee should be merged with another? If yes, describe the reasons why you feel that.

No

6) Do you feel that your Committee should be subdivided? If yes, describe the reasons why you feel that.

No



NEWEA Assessment and Development 2018 Committee Questionnaire

7) Membership:

- 7a.) How many members do you have? 3
- 7b.) Is your Committee's membership representative of NEWEA membership? yes
- 7c.) Provide a brief demographic description (consultants, municipal/state, vendors, etc.) of your committee make-up.
Consultant, contractor, municipal employee
- 7d.) How many new members joined your committee this year? 1
- 7e.) How many members are actively engaged in committee activities and regularly attend committee meetings? 3

8.) A committee's success is based largely on the efforts of its officers. NEWEA strongly encourages that each committee have a Vice Chair. Does your committee have a Vice Chair? If not, would you like assistance from NEWEA to find someone to serve that role on your committee?

Yes – there is a vice chair for this committee.

9) NEWEA has created Council Directors to provide leadership, coordination, and oversight to a group of committees (i.e., Council), and to act as a committee liaison to the Executive Committee.

- 9a.) Do you know who your Council Director is? Yes
- 9b.) Have you communicated with your Council Director? Yes
- 9c.) Please provide feedback on your experience with having a Council Director. It's been very helpful, not only in helping this committee but also getting me more engaged with NEWEA.
- 9d.) Have you added your Council Director to your e-mail list? Yes



NEWEA Assessment and Development
2018 Committee Questionnaire

- 9e.) Do you have recommendations on how better to use the councils?
Not at this time



NEWEA Assessment and Development 2018 Committee Questionnaire

10) Identify any constraints your Committee faces in fulfilling its charge (for example, if either building committee membership or maintaining membership is an issue for your committee).

10a) Do you have difficulty in finding committee members? Yes, but minimal committee members are required with the amount of work involved with this committee.

10b) What are the obstacles, if any, preventing your committee from doing what you feel it needs to do? We get the job done.

11) Please identify your committee's activities in the past year (if applicable), and describe any present and projected activities.

Annual committee member appreciation event.

12) What would you like to be doing with your committee that you are not doing now? Nothing

13.) Does your committee hold committee meetings at either the Spring or Annual Conference? If not, explain. No – not required

13) Please provide additional comments, concerns, questions or suggestions.
Nothing at this time



NEWEA Assessment and Development 2018 Committee Questionnaire

- 14) As a part of our efforts to increase the effectiveness of this survey, the A&D Committee would greatly appreciate receiving your committee's suggestions or comments that might help us to improve this questionnaire and review process.

Below this line to be filled out by the Council Director

Council Director's Comments:

This committee has thrived over the last several years and has found a home with the Kimball Farms venue. As Denise notes, the committee has done an excellent job coordinating and executing our annual summer event with a small group of talented and dedicated volunteers. It is encouraging to see that a Vice Chair has been recruited, and I recommend we continue to actively support this committee's efforts with a goal to expand it by 1 or 2 new members to further support the committee officers.



NEWEA Assessment and Development 2018 Committee Questionnaire

Committee Name: Industrial Wastewater
Committee Chair: Sarah White
Date Completed:

Dear Committee Chair:

It is the responsibility of the NEWEA Assessment and Development Committee and Council Directors to annually review the charges of 1/3 of NEWEA's Standing Committees for the effectiveness of each committee in meeting its charge. Your committee is one of those chosen for review in 2018. **Please provide answers to this questionnaire and return it to Council Director by June 22, 2018.** If you would like any of these responses to be confidential, please contact me or others on the Assessment and Development Committee.

Thank you for your time and attention to this matter.

Sincerely,

The NEWEA Assessment and Development Committee

Chair: Charlie Tyler
Vice Chair: Marylee Santoro
Director: Jim Barsanti
Michael Bonomo
Matt Formica
Tom Groves
Virgil Lloyd
Deborah Mahoney
Brad Moore
Gerald Potamis
Justin Skelly
Ray Vermette
Ray Willis



NEWEA Assessment and Development 2018 Committee Questionnaire

- 1) Is the title of your committee appropriate? Yes
- 2) Do you feel your current overall charge is accurately described and does the title describe the Overall Charge and purpose of the committee? Yes.
- 3) Do your Committee functions overlap with those of other committees? If so in which committees and what way? No.
- 4) As Chair, do you recommend that your Committee be continued? Yes – I feel we are a fairly unique committee to NEWEA.
- 5) Do you feel that your Committee should be merged with another? If yes, describe the reasons why you feel that. No.
- 6) Do you feel that your Committee should be subdivided? If yes, describe the reasons why you feel that. No.
- 7) Membership:
 - 7a.) How many members do you have? 21
 - 7b) Is your Committee's membership representative of NEWEA membership? Yes – I think the consultants represent some industries – so that bridge is helpful.
 - 7c) Provide a brief demographic description (consultants, municipal/state, vendors, etc.) of your committee make-up. 10 consultants, 6 vendor, 5 agency / municipal
 - 7d) How many new members joined your committee this year? 2



NEWEA Assessment and Development 2018 Committee Questionnaire

- 7e) How many members are actively engaged in committee activities and regularly attend committee meetings? 8 - 10
- 8.) A committee's success is based largely on the efforts of its officers. NEWEA strongly encourages that each committee have a Vice Chair. Does your committee have a Vice Chair? If not, would you like assistance from NEWEA to find someone to serve that role on your committee? We have not had a vice chair and would like / could use assistance / ideas on how to recruit one from the current group.
- 9) NEWEA has created Council Directors to provide leadership, coordination, and oversight to a group of committees (i.e., Council), and to act as a committee liaison to the Executive Committee.
- 9a) Do you know who your Council Director is? Yes!
- 9b.) Have you communicated with your Council Director? Yes!
- 9c.) Please provide feedback on your experience with having a Council Director. Our director has been very involved in our group and supports all efforts, provides reminders for due dates, holds calls for all the Chairs and holds us accountable. A+
- 9d.) Have you added your Council Director to your e-mail list? Yes!
- 9e.) Do you have recommendations on how better to use the councils?
No.



NEWEA Assessment and Development 2018 Committee Questionnaire

10) Identify any constraints your Committee faces in fulfilling its charge (for example, if either building committee membership or maintaining membership is an issue for your committee). I think we do an ok job keeping people involved and interested. When I send out “are you still interested in being on the committee – let me know if you want out!” Emails, no one asks to be removed 😊

10a) Do you have difficulty in finding committee members? No – the committee fair at this year’s AC was beneficial.

10b) What are the obstacles, if any, preventing your committee from doing what you feel it needs to do? Unfortunately, everyone is so busy with their “regular” jobs – it’s hard to get together and there’s always room for improvement – but I think we do ok.

11) Please identify your committee’s activities in the past year (if applicable), and describe any present and projected activities. A few conference calls surrounding planning details for our upcoming specialty seminar in Portsmouth, June 25th. We met in person at the Annual Conference.

12) What would you like to be doing with your committee that you are not doing now? Room for improvement in talking more and brainstorming upcoming goals – we’ve just been focused on our upcoming seminar. I’m hoping we can talk more during the second part of the year about new ideas and goals for the future.

13.) Does your committee hold committee meetings at either the Spring or Annual Conference? If not, explain. Yes – Annual Conference.



NEWEA Assessment and Development
2018 Committee Questionnaire

13) Please provide additional comments, concerns, questions or suggestions. I think we all wish we had more time, in general, for our committee work. There will always be room for improvement.

14) As a part of our efforts to increase the effectiveness of this survey, the A&D Committee would greatly appreciate receiving your committee's suggestions or comments that might help us to improve this questionnaire and review process. Since I've not been on the reviewER side of the process, I don't know how this survey could be more helpful. I think the questions are appropriate.

Below this line to be filled out by the Council Director

Council Director's Comments:

The Industrial Wastewater Committee is not one of the larger committees in my Council but their passion for what they do is second to none and that comes directly from their Committee Chair. Sarah has done an amazing job leading this committee but at the end of the year her term is coming to an end. One of the big items that I have discussed with Sarah is succession planning. She does not have a Vice Chair in waiting so as a Committee/Council, we need to work with their membership to find the next leader of the group. I know that Sarah has been working on this but over the next few months I will be making it a priority to work with her to move this forward so there is not a leadership void at the top. I think it would be a shame if the passion that is in this committee is lost because there is no one to foster it.



NEWEA Assessment and Development 2018 Committee Questionnaire

As Sarah noted in her responses, the Committee has been spending the last year focusing on their Specialty Conference (they did an amazing job with it). Now that they don't have a conference to plan, I agree with Sarah that they have to figure out what topics and areas they want to focus on or provide white papers/technical information to the industry so that they continue to fulfill their charge.

This committee has been a pleasure to work with since I have become their Council Director and I will continue to work with them to ensure that their passion and love of their industry continues to shine through.



NEWEA Assessment and Development 2018 Committee Questionnaire

Committee Name: Laboratory Practices
Committee Chair: Lab Practices
Date Completed: 8/10/2018

Dear Committee Chair:

It is the responsibility of the NEWEA Assessment and Development Committee and Council Directors to annually review the charges of 1/3 of NEWEA's Standing Committees for the effectiveness of each committee in meeting its charge. Your committee is one of those chosen for review in 2018. **Please provide answers to this questionnaire and return it to Council Director by June 22, 2018.** If you would like any of these responses to be confidential, please contact me or others on the Assessment and Development Committee.

Thank you for your time and attention to this matter.

Sincerely,

The NEWEA Assessment and Development Committee

Chair: Charlie Tyler
Vice Chair: Marylee Santoro
Director: Jim Barsanti
Michael Bonomo
Matt Formica
Tom Groves
Virgil Lloyd
Deborah Mahoney
Brad Moore
Gerald Potamis
Justin Skelly
Ray Vermette
Ray Willis



NEWEA Assessment and Development 2018 Committee Questionnaire

- 1) Is the title of your committee appropriate? Yes

- 2) Do you feel your current overall charge is accurately described and does the title describe the Overall Charge and purpose of the committee? Yes

- 3) Do your Committee functions overlap with those of other committees? If so in which committees and what way? No, only in the support of Ops Challenge

- 4) As Chair, do you recommend that your Committee be continued? Yes

- 5) Do you feel that your Committee should be merged with another? If yes, describe the reasons why you feel that. No

- 6) Do you feel that your Committee should be subdivided? If yes, describe the reasons why you feel that. No



NEWEA Assessment and Development 2018 Committee Questionnaire

7) Membership:

- 7a.) How many members do you have? 27
- 7b.) Is your Committee's membership representative of NEWEA membership? Yes
- 7c.) Provide a brief demographic description (consultants, municipal/state, vendors, etc.) of your committee make-up.
Lab Professionals, Regulators, One Vendor
- 7d.) How many new members joined your committee this year? 2
- 7e.) How many members are actively engaged in committee activities and regularly attend committee meetings? 6-8

8.) A committee's success is based largely on the efforts of its officers. NEWEA strongly encourages that each committee have a Vice Chair. Does your committee have a Vice Chair? If not, would you like assistance from NEWEA to find someone to serve that role on your committee? Walter Palm, NBC

9) NEWEA has created Council Directors to provide leadership, coordination, and oversight to a group of committees (i.e., Council), and to act as a committee liaison to the Executive Committee.

- 9a.) Do you know who your Council Director is? Yes
- 9b.) Have you communicated with your Council Director? Yes
- 9c.) Please provide feedback on your experience with having a Council Director. Marylee is Awesome! (lol!)
- 9d.) Have you added your Council Director to your e-mail list? Yes



NEWEA Assessment and Development
2018 Committee Questionnaire

- 9e.) Do you have recommendations on how better to use the councils?
No



NEWEA Assessment and Development 2018 Committee Questionnaire

- 10) Identify any constraints your Committee faces in fulfilling its charge (for example, if either building committee membership or maintaining membership is an issue for your committee).
- 10a) Do you have difficulty in finding committee members? No
- 10b) What are the obstacles, if any, preventing your committee from doing what you feel it needs to do? Nothing
- 11) Please identify your committee's activities in the past year (if applicable), and describe any present and projected activities. Awards nominations, Lab Certification discussions and exam review within Subcommittee, Operations Challenge judging
- 12) What would you like to be doing with your committee that you are not doing now? Continuously promote membership drives to bring in new ideas; It has been suggested that the exams be more "open and general" to Operators, so we might want to recruit some Operators or do some cross promoting or collaborations
- 13.) Does your committee hold committee meetings at either the Spring or Annual Conference? If not, explain. Yes, both
- 13) Please provide additional comments, concerns, questions or suggestions.
None



NEWEA Assessment and Development
2018 Committee Questionnaire

- 14) As a part of our efforts to increase the effectiveness of this survey, the A&D Committee would greatly appreciate receiving your committee's suggestions or comments that might help us to improve this questionnaire and review process.

Below this line to be filled out by the Council Director

Council Director's Comments:

Lab Practices has been going through a transition in ownership of the NEWEA Voluntary Lab Exam; began with the Planning Session a few years ago. The ownership of the exam has now been passed to NEWEA and Lab Practices, the Subcommittee is reviewing the exams and will work on updating and possibly rebranding them to be more inclusive to promote NEWEA and participation in the wastewater industry. This movement with the exam also mirrors the concern for the membership drive for the committee- possibly being more inclusive of operators that might have interest in Laboratory issues.

The committee is about to have a new Chair in January, and will begin planning a Specialty Conference.

The committee stays active in Ops Challenge and other current issues. No further recommendations at this time.

Respectfully Submitted,

Marylee Santoro

Council Director

Treatment Systems, Operations and Management



NEWEA Assessment and Development 2018 Committee Questionnaire

Committee Name: Membership
Committee Chair: David Archard
Date Completed: July 13, 2018

Dear Committee Chair:

It is the responsibility of the NEWEA Assessment and Development Committee and Council Directors to annually review the charges of 1/3 of NEWEA's Standing Committees for the effectiveness of each committee in meeting its charge. Your committee is one of those chosen for review in 2018. **Please provide answers to this questionnaire and return it to Council Director by June 22, 2018.** If you would like any of these responses to be confidential, please contact me or others on the Assessment and Development Committee.

Thank you for your time and attention to this matter.

Sincerely,

The NEWEA Assessment and Development Committee

Chair: Charlie Tyler
Vice Chair: Marylee Santoro
Director: Jim Barsanti
Michael Bonomo
Matt Formica
Tom Groves
Virgil Lloyd
Deborah Mahoney
Brad Moore
Gerald Potamis
Justin Skelly
Ray Vermette
Ray Willis



NEWWEA Assessment and Development
2018 Committee Questionnaire

- 1) Is the title of your committee appropriate? **Yes**

- 2) Do you feel your current overall charge is accurately described and does the title describe the Overall Charge and purpose of the committee? **Yes**

- 3) Do your Committee functions overlap with those of other committees? If so in which committees and what way? **No**

- 4) As Chair, do you recommend that your Committee be continued? **Yes**

- 5) Do you feel that your Committee should be merged with another? If yes, describe the reasons why you feel that. **No**

- 6) Do you feel that your Committee should be subdivided? If yes, describe the reasons why you feel that. **No**



NEWEA Assessment and Development
2018 Committee Questionnaire

7) Membership:

- 7a.) How many members do you have? **12**
- 7b) Is your Committee's membership representative of NEWEA membership? **Not really. We need some new blood**
- 7c) Provide a brief demographic description (consultants, municipal/state, vendors, etc.) of your committee make-up. **We are mostly Engineering Consultants. We need more young people.**
- 7d) How many new members joined your committee this year? **1 and he is the in-coming Chairman.**
- 7e) How many members are actively engaged in committee activities and regularly attend committee meetings? **An average of 4**

8.) A committee's success is based largely on the efforts of its officers. NEWEA strongly encourages that each committee have a Vice Chair. Does your committee have a Vice Chair? If not, would you like assistance from NEWEA to find someone to serve that role on your committee? **We do and it is Peter Frick.**

9) NEWEA has created Council Directors to provide leadership, coordination, and oversight to a group of committees (i.e., Council), and to act as a committee liaison to the Executive Committee.

- 9a) Do you know who your Council Director is? **Yes**
- 9b.) Have you communicated with your Council Director? **Yes, via email.**



NEWEA Assessment and Development
2018 Committee Questionnaire

- 9c.) Please provide feedback on your experience with having a Council Director. **He is doing a good job.**
- 9d.) Have you added your Council Director to your e-mail list? **Yes**
- 9e.) Do you have recommendations on how better to use the councils?
Not at this time.



NEWEA Assessment and Development 2018 Committee Questionnaire

- 10) Identify any constraints your Committee faces in fulfilling its charge (for example, if either building committee membership or maintaining membership is an issue for your committee).
- 10a) Do you have difficulty in finding committee members?
- 10b) What are the obstacles, if any, preventing your committee from doing what you feel it needs to do?
- 11) Please identify your committee's activities in the past year (if applicable), and describe any present and projected activities.
- 12) What would you like to be doing with your committee that you are not doing now?
- 13.) Does your committee hold committee meetings at either the Spring or Annual Conference? If not, explain.
- 13) Please provide additional comments, concerns, questions or suggestions.
- 14) As a part of our efforts to increase the effectiveness of this survey, the A&D Committee would greatly appreciate receiving your committee's suggestions or comments that might help us to improve this questionnaire and review process.



NEWEA Assessment and Development
2018 Committee Questionnaire

Below this line to be filled out by the Council Director

Council Director's Comments:

It sounds like the Membership Committee could use an influx of “fresh” members, specifically younger members. I will try and coordinate with the Young Professional’s committee to have David call in to one of their regular meetings in which they have started doing “committee spotlights” to talk about his committee and potentially gain some crossover members from that. Otherwise the committee seems to be operating appropriately.



NEWEA Assessment and Development 2018 Committee Questionnaire

Committee Name: Newsletter
Committee Chair: Ashley Dunn
Date Completed: 5/18/2018

Dear Committee Chair:

It is the responsibility of the NEWEA Assessment and Development Committee and Council Directors to annually review the charges of 1/3 of NEWEA's Standing Committees for the effectiveness of each committee in meeting its charge. Your committee is one of those chosen for review in 2018. **Please provide answers to this questionnaire and return it to Council Director by June 22, 2018.** If you would like any of these responses to be confidential, please contact me or others on the Assessment and Development Committee.

Thank you for your time and attention to this matter.

Sincerely,

The NEWEA Assessment and Development Committee

Chair: Charlie Tyler
Vice Chair: Marylee Santoro
Director: Jim Barsanti
Michael Bonomo
Matt Formica
Tom Groves
Virgil Lloyd
Deborah Mahoney
Brad Moore
Gerald Potamis
Justin Skelly
Ray Vermette
Ray Willis



NEWEA Assessment and Development 2018 Committee Questionnaire

1) Is the title of your committee appropriate?

Yes, as it stands today. However, I think as it stands today it is not reaching the membership very well. I would like to suggest we abandon the e-mail newsletter and change the committee name to something like "Social Media Support." I would consider staying on as chair for another term if we made this change.

2) Do you feel your current overall charge is accurately described and does the title describe the Overall Charge and purpose of the committee?

I am not sure where I would find this definition.

3) Do your Committee functions overlap with those of other committees? If so in which committees and what way?

Yes, at times. The Journal.

4) As Chair, do you recommend that your Committee be continued?

No. Though I hear from folks in various leadership roles that they enjoy reading the newsletter, I have my doubts as to what percentage of the general membership actually reads it. I think it easily gets lost amongst the many e-mails NEWEA sends out in the average month. It is also very difficult to get members to contribute to the articles. I would like to suggest – if the committee continues it change from Newsletter to Social Media support committee. The new task of the committee would be to support the NEWEA office in expanding NEWEA's visibility on social media rather than focus on creating a newsletter. The committee would continue to reach out to other committees to create and collect news stories but they would be published in real time rather than held for a bulk newsletter on a set date. I expect, the stories would be more widely consumed if sent out on social media as individual news bites – that would also



NEWEA Assessment and Development 2018 Committee Questionnaire

increase our social media visibility. Which may increase member interest / engagement.

Another thought.... The committee could be sunset altogether.... And each of the other committees within NEWEA could be tasked with creating social media content of their own volition at some interval throughout the year.

- 5) Do you feel that your Committee should be merged with another? If yes, describe the reasons why you feel that.

I do not have a strong feeling about this. As it stands today the committee is more or less a one man show so this could be a viable option – though I have not discussed it with other committee chairs. Journal is always an obvious candidate – but perhaps a less obvious candidate that I think could work well is the YP committee. The role of newsletter chair is a great opportunity to network within the organization and the YP committee has been the most consistent and reliable content producer in my term as Newsletter chair.

- 6) Do you feel that your Committee should be subdivided? If yes, describe the reasons why you feel that.

HA! N/A



NEWEA Assessment and Development 2018 Committee Questionnaire

7) Membership:

7a.) How many members do you have?

1 active (myself). Several contributing members that are chairs or vice chairs of other committees. But there are no other members that have shown interest in querying the masses for content or aiding in assembling/editing the content.

7b) Is your Committee's membership representative of NEWEA membership? No.

7c) Provide a brief demographic description (consultants, municipal/state, vendors, etc.) of your committee make-up. N/A

7d) How many new members joined your committee this year?

None. I think the visibility of this committee is really low. If it were to be rebranded as social media support and/or become the subcommittee of another committee such as Journal or YP I think it may stand a chance to gain some momentum.

7e) How many members are actively engaged in committee activities and regularly attend committee meetings?

N/A

8.) A committee's success is based largely on the efforts of its officers. NEWEA strongly encourages that each committee have a Vice Chair. Does your committee have a Vice Chair? If not, would you like assistance from NEWEA to find someone to serve that role on your committee?

No.

9) NEWEA has created Council Directors to provide leadership, coordination, and oversight to a group of committees (i.e., Council), and to act as a committee liaison to the Executive Committee.



NEWEA Assessment and Development 2018 Committee Questionnaire

- 9a) Do you know who your Council Director is? Yes.
- 9b.) Have you communicated with your Council Director? Yes.
- 9c.) Please provide feedback on your experience with having a Council Director. I have known two council directors in my term, I am not sure how to best interact with them in relation to this committee. The Newsletter Committee has a kind of lost in space vibe for me. In that I feel it either makes or breaks itself and I am not sure it is the best medium in the way people consume data these days. The majority of my guidance on my efforts over the years have come from Jim Barsanti (who I understand spear headed this first round of save the newsletter which took it from paper to email) or directly from the NEWEA office.
- 9d.) Have you added your Council Director to your e-mail list? Yes.
- 9e.) Do you have recommendations on how better to use the councils?
I do not have enough experience to speak to this.



NEWEA Assessment and Development 2018 Committee Questionnaire

10) Identify any constraints your Committee faces in fulfilling its charge (for example, if either building committee membership or maintaining membership is an issue for your committee).

10a) Do you have difficulty in finding committee members?

Yes. I don't think folks understand there is anything to gain from a non technical committee. I am not enough of a social butterfly to have been a great recruiter these years, I've just kept the newsletter afloat and used the opportunity to learn more about NEWEA.

10b) What are the obstacles, if any, preventing your committee from doing what you feel it needs to do?

I am not sure there are any.

11) Please identify your committee's activities in the past year (if applicable), and describe any present and projected activities.

12) What would you like to be doing with your committee that you are not doing now? Distribute stories real time.

13.) Does your committee hold committee meetings at either the Spring or Annual Conference? If not, explain.

No. We don't have active members I'm pretty much it would be a meeting with me myself and I.

13) Please provide additional comments, concerns, questions or suggestions.

Thought I am personally interested in the re-vamp concept of making this a social media content committee rather than an email content committee, I don't know how to get more active members on the committee... short of asking another committee to adopt the process.



NEWEA Assessment and Development
2018 Committee Questionnaire

14) As a part of our efforts to increase the effectiveness of this survey, the A&D Committee would greatly appreciate receiving your committee's suggestions or comments that might help us to improve this questionnaire and review process.

Below this line to be filled out by the Council Director

Council Director's Comments:

It is evident that Ashley is a little frustrated and rightfully so. I agree with her assessment of the committee and like the idea of changing the name of the committee to "Social Media Support" (or something along those lines). I believe this is very timely as the NEWEA Office is in the process of hiring a full time Communications/Media Relations position. And, I applaud Ashley for agreeing to stay on if this can happen and I will try and be more actively involved in the efforts of this committee.



NEWEA Assessment and Development 2018 Committee Questionnaire

Committee Name: Operations Challenge
Committee Chair: Travis Peaslee
Date Completed: 6/14/2018

Dear Committee Chair:

It is the responsibility of the NEWEA Assessment and Development Committee and Council Directors to annually review the charges of 1/3 of NEWEA's Standing Committees for the effectiveness of each committee in meeting its charge. Your committee is one of those chosen for review in 2018. **Please provide answers to this questionnaire and return it to Council Director by June 22, 2018.** If you would like any of these responses to be confidential, please contact me or others on the Assessment and Development Committee.

Thank you for your time and attention to this matter.

Sincerely,

The NEWEA Assessment and Development Committee

Chair: Charlie Tyler
Vice Chair: Marylee Santoro
Director: Jim Barsanti
Michael Bonomo
Matt Formica
Tom Groves
Virgil Lloyd
Deborah Mahoney
Brad Moore
Gerald Potamis
Justin Skelly
Ray Vermette
Ray Willis



NEWEA Assessment and Development 2018 Committee Questionnaire

- 1) Is the title of your committee appropriate? I believe so.
- 2) Do you feel your current overall charge is accurately described and does the title describe the Overall Charge and purpose of the committee? yes
- 3) Do your Committee functions overlap with those of other committees? If so in which committees and what way? Sort of at the moment. The lab, safety, and collection committees take the lead role on managing their respective events. I would like have the same happen for the process control and maintenance.
- 4) As Chair, do you recommend that your Committee be continued? Yes unless the committee was to become a task of another committee (see below)
- 5) Do you feel that your Committee should be merged with another? If yes, describe the reasons why you feel that. Maybe? if I knew more about plant ops I could say more definitively but just from a title standpoint it seems that may be a better home with the actual ops challenge being a task of those committee members.
- 6) Do you feel that your Committee should be subdivided? If yes, describe the reasons why you feel that. No



NEWEA Assessment and Development 2018 Committee Questionnaire

7) Membership:

- 7a.) How many members do you have? 30+
- 7b) Is your Committee's membership representative of NEWEA membership? yes
- 7c) Provide a brief demographic description (consultants, municipal/state, vendors, etc.) of your committee make-up. Mostly operators but there are a couple vendors & consultants who participate as event judges and coordinators.
- 7d) How many new members joined your committee this year? 3 or 4
- 7e) How many members are actively engaged in committee activities and regularly attend committee meetings? The event coordinators and team judges normally attend the annual meeting so maybe 20 or so.

8.) A committee's success is based largely on the efforts of its officers. NEWEA strongly encourages that each committee have a Vice Chair. Does your committee have a Vice Chair? If not, would you like assistance from NEWEA to find someone to serve that role on your committee? Yes, Scott Goodinson.

9) NEWEA has created Council Directors to provide leadership, coordination, and oversight to a group of committees (i.e., Council), and to act as a committee liaison to the Executive Committee.

- 9a) Do you know who your Council Director is? yes
- 9b.) Have you communicated with your Council Director? yes



NEWEA Assessment and Development 2018 Committee Questionnaire

- 9c.) Please provide feedback on your experience with having a Council Director. It is extremely helpful to have a resource when you don't fully understand something or a process. It is also nice to be given reminders for reports, meetings, etc
- 9d.) Have you added your Council Director to your e-mail list? yes
- 9e.) Do you have recommendations on how better to use the councils?
No mine has been great. She has suggested ways to better the committee long term and to think about ways to get other NEWEA committees involved with and responsible for ops challenge.



NEWEA Assessment and Development 2018 Committee Questionnaire

10) Identify any constraints your Committee faces in fulfilling its charge (for example, if either building committee membership or maintaining membership is an issue for your committee).

10a) Do you have difficulty in finding committee members? Not members per say but there isn't a great succession plan for event coordinators and judges...we tend to wing it each year.

10b) What are the obstacles, if any, preventing your committee from doing what you feel it needs to do? I think each event coordinator and their respective judges should be tasked out of existing NEWEA committees with the chair of this committee just managing those event coordinators.

11) Please identify your committee's activities in the past year (if applicable), and describe any present and projected activities. We put on training day and the spring competition and sell ops challenge as much as we can in between. I have written a few different NEWEA articles, helped individual state associations with team formation & issues, and contacted numerous other contacts soliciting involvement in ops challenge.

12) What would you like to be doing with your committee that you are not doing now? I would like to have each state association assigned an ops challenge coordinator that could take the lead on "selling" ops challenge and being the lead on forming a team in each state. This person would be a committee



NEWEA Assessment and Development 2018 Committee Questionnaire

member and would use this NEWEA committee as a resource in their individual state efforts. It is quite difficult taking on this New England wide task as the committee coordinator when you don't have contacts in all the individual states. Ideally the committee would be made up the individual state ops challenge coordinators and event coordinators assigned from their respective NEWEA committees.

13.) Does your committee hold committee meetings at either the Spring or Annual Conference? If not, explain. Yes at the annual conference.

13) Please provide additional comments, concerns, questions or suggestions.

The state coordinators are too busy have ops challenge recruitment/team formation on their plate so would like to see other appointed this task within each MA.

14) As a part of our efforts to increase the effectiveness of this survey, the A&D Committee would greatly appreciate receiving your committee's suggestions or comments that might help us to improve this questionnaire and review process.

Below this line to be filled out by the Council Director

Council Director's Comments:

Travis brings up a number of pertinent points.

I would support his idea that he/the committee needs support from the State Associations. He feels the State Directors are too busy to take on Ops Challenge and would like to see some other avenue of State Association support.



NEWEA Assessment and Development 2018 Committee Questionnaire

I do not agree with the idea of Ops Challenge being a subcommittee of Plant Ops, on the contrary, Ops Challenge is kind of made up of 6 separate subcommittees of other committees as he pointed out- Plant Ops, Lab Practices, Safety, Collection Systems. Travis has started or rekindled the idea that the standing committees provide support and the “feeder pipeline” for finding and recruiting new Event Chairs and Judges each year for succession planning. This process needs to be continued and supported so that it is sustained.

I have been a strong supporter of Ops Challenge over the past 10yrs. The events are well organized. They are doing a great job.

Respectfully Submitted,
Marylee Santoro
Council Director
Treatment Systems, Operations and Management



NEWEA Assessment and Development 2018 Committee Questionnaire

Committee Name: Program
Committee Chair: Amy Anderson
Date Completed: 9/6/2018

Dear Committee Chair:

It is the responsibility of the NEWEA Assessment and Development Committee and Council Directors to annually review the charges of 1/3 of NEWEA's Standing Committees for the effectiveness of each committee in meeting its charge. Your committee is one of those chosen for review in 2018. **Please provide answers to this questionnaire and return it to Council Director by June 22, 2018.** If you would like any of these responses to be confidential, please contact me or others on the Assessment and Development Committee.

Thank you for your time and attention to this matter.

Sincerely,

The NEWEA Assessment and Development Committee

Chair: Charlie Tyler
Vice Chair: Marylee Santoro
Director: Jim Barsanti
Michael Bonomo
Matt Formica
Tom Groves
Virgil Lloyd
Deborah Mahoney
Brad Moore
Gerald Potamis
Justin Skelly
Ray Vermette
Ray Willis



NEWEA Assessment and Development 2018 Committee Questionnaire

- 1) Is the title of your committee appropriate? Yes

- 2) Do you feel your current overall charge is accurately described and does the title describe the Overall Charge and purpose of the committee? Yes

- 3) Do your Committee functions overlap with those of other committees? If so in which committees and what way? No

- 4) As Chair, do you recommend that your Committee be continued? Yes

- 5) Do you feel that your Committee should be merged with another? If yes, describe the reasons why you feel that. No

- 6) Do you feel that your Committee should be subdivided? If yes, describe the reasons why you feel that. No



NEWEA Assessment and Development 2018 Committee Questionnaire

7) Membership:

- 7a.) How many members do you have? 18
- 7b) Is your Committee's membership representative of NEWEA membership? Yes
- 7c) Provide a brief demographic description (consultants, municipal/state, vendors, etc.) of your committee make-up.
Consultants – 15, Municipal/State - 3
- 7d) How many new members joined your committee this year? 2
- 7e) How many members are actively engaged in committee activities and regularly attend committee meetings? 8-10

8.) A committee's success is based largely on the efforts of its officers. NEWEA strongly encourages that each committee have a Vice Chair. Does your committee have a Vice Chair? If not, would you like assistance from NEWEA to find someone to serve that role on your committee? The Program Vice Chair is Lauren Hertel.

9) NEWEA has created Council Directors to provide leadership, coordination, and oversight to a group of committees (i.e., Council), and to act as a committee liaison to the Executive Committee.

- 9a) Do you know who your Council Director is? Yes
- 9b.) Have you communicated with your Council Director? Yes
- 9c.) Please provide feedback on your experience with having a Council Director. Having a council director is extremely helpful for the



NEWEA Assessment and Development 2018 Committee Questionnaire

program committee. It allows the program committee to focus its efforts on developing the technical program and the council director handles the coordination between the other meeting management committees.

9d.) Have you added your Council Director to your e-mail list? Yes

9e.) Do you have recommendations on how better to use the councils?
Not at this time.



NEWEA Assessment and Development 2018 Committee Questionnaire

- 10) Identify any constraints your Committee faces in fulfilling its charge (for example, if either building committee membership or maintaining membership is an issue for your committee).
- 10a) Do you have difficulty in finding committee members? No.
- 10b) What are the obstacles, if any, preventing your committee from doing what you feel it needs to do? No. It would be nice to have some fresh faces on the program committee. The majority of active members have been the program chair in the past.
- 11) Please identify your committee's activities in the past year (if applicable), and describe any present and projected activities. Activities include preparing the technical program for the NEWEA Spring Meeting and NEWEA Annual Conference. Coordinating the keynote speaker.
- 12) What would you like to be doing with your committee that you are not doing now? Nothing at this moment.
- 13.) Does your committee hold committee meetings at either the Spring or Annual Conference? If not, explain. No, meetings are held in preparation for the spring or annual conference.
- 13) Please provide additional comments, concerns, questions or suggestions.



NEWEA Assessment and Development 2018 Committee Questionnaire

- 14) As a part of our efforts to increase the effectiveness of this survey, the A&D Committee would greatly appreciate receiving your committee's suggestions or comments that might help us to improve this questionnaire and review process.

Below this line to be filled out by the Council Director

Council Director's Comments:

The Program Committee is very active and always meets the challenge and the deadlines of preparing a high quality program for the Annual Conference and Spring Meeting. I don't have any constructive criticism for this committee – they have a difficult task and they do a great job.

In terms of attracting new members, they should probably try to have someone from their committee staff the "committee fair" table during the next AC to see if they can drum up some new interest. I think the meeting management committees tend to attract consultants because it's a good opportunity for networking, which is sometimes less appealing to municipal folks than technical committees. So perhaps the consultants who are current members should see if they can each recruit one YP from within their company to join the Program Committee to carry on the charge of the committee as the older members retire or become worn out from so many years of service!



NEWEA Assessment and Development 2018 Committee Questionnaire

Committee Name: Registration
Committee Chair: Kerry Reed
Date Completed: August 13, 2018 (sorry it's late!)

Dear Committee Chair:

It is the responsibility of the NEWEA Assessment and Development Committee and Council Directors to annually review the charges of 1/3 of NEWEA's Standing Committees for the effectiveness of each committee in meeting its charge. Your committee is one of those chosen for review in 2018. **Please provide answers to this questionnaire and return it to Council Director by June 22, 2018.** If you would like any of these responses to be confidential, please contact me or others on the Assessment and Development Committee.

Thank you for your time and attention to this matter.

Sincerely,

The NEWEA Assessment and Development Committee

Chair: Charlie Tyler
Vice Chair: Marylee Santoro
Director: Jim Barsanti
Michael Bonomo
Matt Formica
Tom Groves
Virgil Lloyd
Deborah Mahoney
Brad Moore
Gerald Potamis
Justin Skelly
Ray Vermette
Ray Willis



NEWEA Assessment and Development 2018 Committee Questionnaire

- 1) Is the title of your committee appropriate? YES

- 2) Do you feel your current overall charge is accurately described and does the title describe the Overall Charge and purpose of the committee? YES

- 3) Do your Committee functions overlap with those of other committees? If so in which committees and what way? We have some overlap with the Exhibits committee, but the committees complement each other

- 4) As Chair, do you recommend that your Committee be continued? YES

- 5) Do you feel that your Committee should be merged with another? If yes, describe the reasons why you feel that. Not at this time.

- 6) Do you feel that your Committee should be subdivided? If yes, describe the reasons why you feel that. NO



NEWEA Assessment and Development 2018 Committee Questionnaire

7) Membership:

- 7a.) How many members do you have? 26
- 7b) Is your Committee's membership representative of NEWEA membership? Yes
- 7c) Provide a brief demographic description (consultants, municipal/state, vendors, etc.) of your committee make-up. Mostly consultants (with most on the business development side), MWRA & municipal employees, and two retirees
- 7d) How many new members joined your committee this year? 1
- 7e) How many members are actively engaged in committee activities and regularly attend committee meetings? ~10

8.) A committee's success is based largely on the efforts of its officers. NEWEA strongly encourages that each committee have a Vice Chair. Does your committee have a Vice Chair? If not, would you like assistance from NEWEA to find someone to serve that role on your committee? Yes, the vice chair is Meg Tabacsko.

9) NEWEA has created Council Directors to provide leadership, coordination, and oversight to a group of committees (i.e., Council), and to act as a committee liaison to the Executive Committee.

- 9a) Do you know who your Council Director is? Yes, Elena Proakis Ellis
- 9b.) Have you communicated with your Council Director? Yes
- 9c.) Please provide feedback on your experience with having a Council Director. Good experience. The Council Director holds regular



NEWEA Assessment and Development 2018 Committee Questionnaire

conference calls prior to and as follow-up to events which keeps our council on track.

9d.) Have you added your Council Director to your e-mail list? Yes

9e.) Do you have recommendations on how better to use the councils?

No

10) Identify any constraints your Committee faces in fulfilling its charge (for example, if either building committee membership or maintaining membership is an issue for your committee).

10a) Do you have difficulty in finding committee members? No

10b) What are the obstacles, if any, preventing your committee from doing what you feel it needs to do? None

11) Please identify your committee's activities in the past year (if applicable), and describe any present and projected activities. Supported registration at the Annual & Spring Meetings

12) What would you like to be doing with your committee that you are not doing now? Perhaps support specialty conferences, if the NEWEA staff needs assistance.

13.) Does your committee hold committee meetings at either the Spring or Annual Conference? If not, explain. No formal meetings, but this is when we get together.



NEWEA Assessment and Development 2018 Committee Questionnaire

- 13) Please provide additional comments, concerns, questions or suggestions.
The registration committee is lucky to have a core group of active members who have participated for many years. We get about 1-2 new members a year. This has provided enough support for the committee to meet its charge.
- 14) As a part of our efforts to increase the effectiveness of this survey, the A&D Committee would greatly appreciate receiving your committee's suggestions or comments that might help us to improve this questionnaire and review process. Please put the survey online (similar to the committee reports) or conduct interviews in-person.

Below this line to be filled out by the Council Director

Council Director's Comments:

The Registration Committee functions well and has been fulfilling all of its duties with a dedicated group of volunteers. The only suggestion I can think of is that it might be helpful if the current Registration Committee volunteers can create a cheat-sheet listing what they do and when each year, how many people they typically need for various events, how/when they do sign-ups for registration volunteers, etc. Since there have been many of the same members for a number of years, this may be helpful to future leaders of the committee and also to future council directors to be able to assist in ensuring the committee is on track.



NEWEA Assessment and Development 2018 Committee Questionnaire

Committee Name: Residuals Management
Committee Chair: Natalie Sierra
Date Completed: 8/6/2018

Dear Committee Chair:

It is the responsibility of the NEWEA Assessment and Development Committee and Council Directors to annually review the charges of 1/3 of NEWEA's Standing Committees for the effectiveness of each committee in meeting its charge. Your committee is one of those chosen for review in 2018. **Please provide answers to this questionnaire and return it to Council Director by June 22, 2018.** If you would like any of these responses to be confidential, please contact me or others on the Assessment and Development Committee.

Thank you for your time and attention to this matter.

Sincerely,

The NEWEA Assessment and Development Committee

Chair: Charlie Tyler
Vice Chair: Marylee Santoro
Director: Jim Barsanti
Michael Bonomo
Matt Formica
Tom Groves
Virgil Lloyd
Deborah Mahoney
Brad Moore
Gerald Potamis
Justin Skelly
Ray Vermette
Ray Willis



NEWEA Assessment and Development 2018 Committee Questionnaire

- 1) Is the title of your committee appropriate? Yes

- 2) Do you feel your current overall charge is accurately described and does the title describe the Overall Charge and purpose of the committee?
Yes

- 3) Do your Committee functions overlap with those of other committees? If so in which committees and what way? While I would not say they directly overlap, there are sometime synergies with other committees when certain issue arise. For example, the emergence of the PFAS issue has caused us to collaborate with the Microconstituents Committee, even if we do not typically overlap with them due to our fairly proscribed purpose.

- 4) As Chair, do you recommend that your Committee be continued? Yes

- 5) Do you feel that your Committee should be merged with another? If yes, describe the reasons why you feel that. No

- 6) Do you feel that your Committee should be subdivided? If yes, describe the reasons why you feel that. No.



NEWEA Assessment and Development 2018 Committee Questionnaire

7) Membership:

- 7a.) How many members do you have? 37
- 7b.) Is your Committee's membership representative of NEWEA membership? Yes
- 7c.) Provide a brief demographic description (consultants, municipal/state, vendors, etc.) of your committee make-up.
 - 18 consultants
 - 7 municipal/state/federal
 - 1 academic
 - 11 vendors
- 7d.) How many new members joined your committee this year? 3
- 7e.) How many members are actively engaged in committee activities and regularly attend committee meetings? Approximately 10-15

8.) A committee's success is based largely on the efforts of its officers. NEWEA strongly encourages that each committee have a Vice Chair. Does your committee have a Vice Chair? If not, would you like assistance from NEWEA to find someone to serve that role on your committee? Our committee has a vice chair and several volunteers to step up once the leadership turns over.

9) NEWEA has created Council Directors to provide leadership, coordination, and oversight to a group of committees (i.e., Council), and to act as a committee liaison to the Executive Committee.

- 9a) Do you know who your Council Director is? Yes
- 9b.) Have you communicated with your Council Director? Yes



NEWEA Assessment and Development 2018 Committee Questionnaire

- 9c.) Please provide feedback on your experience with having a Council Director. Extremely helpful in keeping me on task
- 9d.) Have you added your Council Director to your e-mail list? No
- 9e.) Do you have recommendations on how better to use the councils?
Not at this time.



NEWEA Assessment and Development 2018 Committee Questionnaire

- 10) Identify any constraints your Committee faces in fulfilling its charge (for example, if either building committee membership or maintaining membership is an issue for your committee).
- 10a) Do you have difficulty in finding committee members? No.
- 10b) What are the obstacles, if any, preventing your committee from doing what you feel it needs to do? I think sometimes there is confusion between our mission and that of NEBRA but I don't think this is a huge obstacle.
- 11) Please identify your committee's activities in the past year (if applicable), and describe any present and projected activities. Two annual conference sessions, one in-person meeting, 2 conference call meetings to help plan the fall specialty conference.
- 12) What would you like to be doing with your committee that you are not doing now? Our activities are in line with what committee members expect.
- 13.) Does your committee hold committee meetings at either the Spring or Annual Conference? If not, explain. Yes, at the annual conference. Our committee members do not tend to attend the Spring conference, but we do hold several conference call meetings throughout the year.
- 13) Please provide additional comments, concerns, questions or suggestions.



NEWEA Assessment and Development
2018 Committee Questionnaire

14) As a part of our efforts to increase the effectiveness of this survey, the A&D Committee would greatly appreciate receiving your committee's suggestions or comments that might help us to improve this questionnaire and review process.

Below this line to be filled out by the Council Director

Council Director's Comments:

Residuals Committee is a strong active committee that functions well each year under the rotating leadership plan. This year they are working with Microconstituents on a Specialty Conference as NEBRA is doing a Canadian conference. Co-Sponsorship is a great way to increase communication and collaboration within NEWEA.

I support the efforts of this Committee as is.

Respectfully Submitted,

Marylee Santoro

Council Director

Treatment Systems, Operations and Management



NEWEA Assessment and Development 2018 Committee Questionnaire

Committee Name: Small Communities
Committee Chair:
Date Completed:

Dear Committee Chair:

It is the responsibility of the NEWEA Assessment and Development Committee and Council Directors to annually review the charges of 1/3 of NEWEA's Standing Committees for the effectiveness of each committee in meeting its charge. Your committee is one of those chosen for review in 2018. **Please provide answers to this questionnaire and return it to Council Director by June 22, 2018.** If you would like any of these responses to be confidential, please contact me or others on the Assessment and Development Committee.

Thank you for your time and attention to this matter.

Sincerely,

The NEWEA Assessment and Development Committee

Chair: Charlie Tyler
Vice Chair: Marylee Santoro
Director: Jim Barsanti
Michael Bonomo
Matt Formica
Tom Groves
Virgil Lloyd
Deborah Mahoney
Brad Moore
Gerald Potamis
Justin Skelly
Ray Vermette
Ray Willis



NEWEA Assessment and Development 2018 Committee Questionnaire

1) Is the title of your committee appropriate?

Yes

2) Do you feel your current overall charge is accurately described and does the title describe the Overall Charge and purpose of the committee?

Yes

3) Do your Committee functions overlap with those of other committees? If so in which committees and what way?

No

4) As Chair, do you recommend that your Committee be continued?

Yes

5) Do you feel that your Committee should be merged with another? If yes, describe the reasons why you feel that.

No

6) Do you feel that your Committee should be subdivided? If yes, describe the reasons why you feel that. No. The charge of the committee is narrow enough (approximately maximum 1 mgd plants and small community collection systems) not to suggest subdividing.

7) Membership:

7a.) How many members do you have?

16

7b) Is your Committee's membership representative of NEWEA membership?

Yes

7c) Provide a brief demographic description (consultants, municipal/state, vendors, etc.) of your committee make-up.



NEWEA Assessment and Development 2018 Committee Questionnaire

9 consultants, 3 municipalities, 3 vendors and 1 regulator

7d) How many new members joined your committee this year?

one

7e) How many members are actively engaged in committee activities and regularly attend committee meetings?

All

8.) A committee's success is based largely on the efforts of its officers. NEWEA strongly encourages that each committee have a Vice Chair. Does your committee have a Vice Chair? If not, would you like assistance from NEWEA to find someone to serve that role on your committee?

Ian Catlow is Vice Chair. He has been quite busy this year.

9) NEWEA has created Council Directors to provide leadership, coordination, and oversight to a group of committees (i.e., Council), and to act as a committee liaison to the Executive Committee.

9a) Do you know who your Council Director is? Yes. Marylee Santoro

9b.) Have you communicated with your Council Director?

yes

9c.) Please provide feedback on your experience with having a Council Director

It's wonderful to have someone who diplomatically keeps me on point through my busy times.

9d.) Have you added your Council Director to your e-mail list? Yes

9e.) Do you have recommendations on how better to use the councils?



NEWEA Assessment and Development 2018 Committee Questionnaire

10) Identify any constraints your Committee faces in fulfilling its charge (for example, if either building committee membership or maintaining membership is an issue for your committee).

10a) Do you have difficulty in finding committee members?

We participate in the annual conference recruiting program

10b) What are the obstacles, if any, preventing your committee from doing what you feel it needs to do?

We don't have any real impediments

11) Please identify your committee's activities in the past year (if applicable), and describe any present and projected activities.

We haven't been overly active this year other than excellent attendance at the annual meeting Committee Lunch. We have foregone a Specialty Conference for the first time in more than 5 years mostly because there are too many conflicting events in Fall 2018

12) What would you like to be doing with your committee that you are not doing now?

More outreach

13.) Does your committee hold committee meetings at either the Spring or Annual Conference? If not, explain.

Annual Conference – yes. Spring conference - no

13) Please provide additional comments, concerns, questions or suggestions.

14) As a part of our efforts to increase the effectiveness of this survey, the A&D Committee would greatly appreciate receiving your committee's suggestions or comments that might help us to improve this questionnaire and review process.



NEWEA Assessment and Development
2018 Committee Questionnaire

Below this line to be filled out by the Council Director

Council Director's Comments:

This committee has consistently produced a Specialty Conference Annually and has great participation. They are taking this year off from Specialty conferences due to scheduling conflicts.

They are interested in more outreach activities and I will be sure to introduce them to the YP's and their community service events and Mentorship programs. I do think that YP and community service will be a good match to assist some of the small communities with projects.

I recommend that this committee continue to stand as designed.

Respectfully submitted,

Marylee Santoro

Council Director

Treatment Systems, Operations and Management



NEWEA Assessment and Development 2018 Committee Questionnaire

Committee Name: Student Activities
Committee Chair: Nick Tooker
Date Completed: 7/12/18

Dear Committee Chair:

It is the responsibility of the NEWEA Assessment and Development Committee and Council Directors to annually review the charges of 1/3 of NEWEA's Standing Committees for the effectiveness of each committee in meeting its charge. Your committee is one of those chosen for review in 2018. **Please provide answers to this questionnaire and return it to Council Director by June 22, 2018.** If you would like any of these responses to be confidential, please contact me or others on the Assessment and Development Committee.

Thank you for your time and attention to this matter.

Sincerely,

The NEWEA Assessment and Development Committee

Chair: Charlie Tyler
Vice Chair: Marylee Santoro
Director: Jim Barsanti
Michael Bonomo
Matt Formica
Tom Groves
Virgil Lloyd
Deborah Mahoney
Brad Moore
Gerald Potamis
Justin Skelly
Ray Vermette
Ray Willis



NEWEA Assessment and Development 2018 Committee Questionnaire

- 1) Is the title of your committee appropriate? Yes.
- 2) Do you feel your current overall charge is accurately described and does the title describe the Overall Charge and purpose of the committee? Yes.
- 3) Do your Committee functions overlap with those of other committees? If so in which committees and what way? *I don't know that the Committee functions overlap with those of other committees, but there is certainly some potential synergy between Student Activities and the Scholarship and Young Professionals committees*
- 4) As Chair, do you recommend that your Committee be continued? Yes.
- 5) Do you feel that your Committee should be merged with another? If yes, describe the reasons why you feel that. *No. The committee should remain as is.*
- 6) Do you feel that your Committee should be subdivided? If yes, describe the reasons why you feel that. *No. The committee should remain as is.*



NEWEA Assessment and Development 2018 Committee Questionnaire

7) Membership:

7a.) How many members do you have? *At last count, we have 11 members*

7b) Is your Committee's membership representative of NEWEA membership? *No, we are very heavily weighted with members from the academic community.*

7c) Provide a brief demographic description (consultants, municipal/state, vendors, etc.) of your committee make-up. *We are mostly academics, with a few from consulting and vendors*

7d) How many new members joined your committee this year? *We had 4 members who signed up this year, but only one has participated so far.*

7e) How many members are actively engaged in committee activities and regularly attend committee meetings? *There are a core of about 4-5 key members who are the most active for planning our activities.*

8.) A committee's success is based largely on the efforts of its officers. NEWEA strongly encourages that each committee have a Vice Chair. Does your committee have a Vice Chair? If not, would you like assistance from NEWEA to find someone to serve that role on your committee? *The committee does not currently have a Vice Chair, but I am actively trying to convince one of the current members to serve in that role, mostly so that the committee will continue to thrive after my term as Chair is up.*



NEWEA Assessment and Development 2018 Committee Questionnaire

- 9) NEWEA has created Council Directors to provide leadership, coordination, and oversight to a group of committees (i.e., Council), and to act as a committee liaison to the Executive Committee.
- 9a.) Do you know who your Council Director is? *Yes. Justin Skelly*
 - 9b.) Have you communicated with your Council Director? *Yes, I try to keep Justin in the loop for all of our committee goings on.*
 - 9c.) Please provide feedback on your experience with having a Council Director. *I think that having a Council Director is a great way for the committees to have an advocate in NEWEA leadership.*
 - 9d.) Have you added your Council Director to your e-mail list? *Yes, Justin is on my email correspondence with the committee.*
 - 9e.) Do you have recommendations on how better to use the councils? *Not at the moment.*



NEWEA Assessment and Development 2018 Committee Questionnaire

10) Identify any constraints your Committee faces in fulfilling its charge (for example, if either building committee membership or maintaining membership is an issue for your committee).

10a) Do you have difficulty in finding committee members? *Yes, but I suppose that our problems finding members is not much different than the issues facing other committees.*

10b) What are the obstacles, if any, preventing your committee from doing what you feel it needs to do? *I think our biggest obstacles are getting active participation from more Universities in the NEWEA region. There was only a single submission for the Student Design Competition this year. However, the participation in the annual Poster Competition has been increasing, which is a good sign!*

11) Please identify your committee's activities in the past year (if applicable), and describe any present and projected activities. *Past year activities included annual Poster Competition, Student Scavenger Hunt at AC, and Student Design Competition. We are planning to hold a similar set of activities in the coming year.*

12) What would you like to be doing with your committee that you are not doing now? *I think the biggest thing is to just get more participation among the Universities in the region as indicated previously.*



NEWEA Assessment and Development
2018 Committee Questionnaire

- 13.) Does your committee hold committee meetings at either the Spring or Annual Conference? If not, explain. *Our committee does not hold an official meeting at the AC, but most of our activities are centered around the AC, so the core of the group tends to have an informal meeting at the AC, with the primary goal to make sure the activities go well and we also do an informal debrief for the following year.*
- 13) Please provide additional comments, concerns, questions or suggestions. *I have no additional comments at this time.*
- 14) As a part of our efforts to increase the effectiveness of this survey, the A&D Committee would greatly appreciate receiving your committee's suggestions or comments that might help us to improve this questionnaire and review process. *I think that this is an effective tool, but really the best way to make sure that the committees are operating effectively is having a good relationship between the committee chairs and the council directors so that there is a more continuous flow of communication.*

Below this line to be filled out by the Council Director

Council Director's Comments:

I think the committee is doing well, but could use additional active members to help in committee functions. I will continue to encourage collaboration between Student Activities and YP committees, especially when it comes to events and finding new members.



NEWEA Assessment and Development 2018 Committee Questionnaire

Committee Name: Sustainability
Committee Chair: Courtney Eaton/Rob Montenegro
Date Completed:

Dear Committee Chair:

It is the responsibility of the NEWEA Assessment and Development Committee and Council Directors to annually review the charges of 1/3 of NEWEA's Standing Committees for the effectiveness of each committee in meeting its charge. Your committee is one of those chosen for review in 2018. **Please provide answers to this questionnaire and return it to Council Director by June 22, 2018.** If you would like any of these responses to be confidential, please contact me or others on the Assessment and Development Committee.

Thank you for your time and attention to this matter.

Sincerely,

The NEWEA Assessment and Development Committee

Chair: Charlie Tyler
Vice Chair: Marylee Santoro
Director: Jim Barsanti
Michael Bonomo
Matt Formica
Tom Groves
Virgil Lloyd
Deborah Mahoney
Brad Moore
Gerald Potamis
Justin Skelly
Ray Vermette
Ray Willis



NEWEA Assessment and Development 2018 Committee Questionnaire

- 1) Is the title of your committee appropriate? **Yes**

- 2) Do you feel your current overall charge is accurately described and does the title describe the Overall Charge and purpose of the committee? **Yes**

- 3) Do your Committee functions overlap with those of other committees? If so in which committees and what way? **Yes, we see the principles/practices that we strive to promote within the Sustainability committee cross-connect to several committees directly (energy, watershed management, utility management, asset management, water reuse) and many more indirectly (stormwater, plant operations, small community, residuals management);**

- 4) As Chair, do you recommend that your Committee be continued? **Yes, the message of sustainability and resiliency is critical to our industry moving forward and it would be an important loss to not have a group focused on the promotion of those principles / practices**

- 5) Do you feel that your Committee should be merged with another? If yes, describe the reasons why you feel that. **Our committee overlaps, both directly and indirectly, with many committees, as noted above. No, I don't think that it makes sense to merge but we do need to explore ways for us to 'partner' with other committees as much as possible. Almost to be a internal advisor of sorts on the topic and how it applies to any particular committee.**

- 6) Do you feel that your Committee should be subdivided? If yes, describe the reasons why you feel that. **No**



NEWEA Assessment and Development
2018 Committee Questionnaire

7) Membership:

- 7a.) How many members do you have? **32 members listed on the roster**
- 7b.) Is your Committee's membership representative of NEWEA membership? **yes**
- 7c.) Provide a brief demographic description (consultants, municipal/state, vendors, etc.) of your committee make-up.
Consultants, regulators, utilities, manufacturing
- 7d.) How many new members joined your committee this year? **2 - 3**
- 7e.) How many members are actively engaged in committee activities and regularly attend committee meetings? **4 – 5, but sometimes less**

8.) A committee's success is based largely on the efforts of its officers. NEWEA strongly encourages that each committee have a Vice Chair. Does your committee have a Vice Chair? If not, would you like assistance from NEWEA to find someone to serve that role on your committee? **We are currently in a co-chair arrangement with no elected vice-chair at this point; considering whether we should shift back to a chair/vice-chair arrangement**

9) NEWEA has created Council Directors to provide leadership, coordination, and oversight to a group of committees (i.e., Council), and to act as a committee liaison to the Executive Committee.

- 9a.) Do you know who your Council Director is? **Yes**
- 9b.) Have you communicated with your Council Director? **Yes**



NEWEA Assessment and Development
2018 Committee Questionnaire

- 9c.) Please provide feedback on your experience with having a Council Director. **Positive – we feel like we know more about what is happening at the leadership level and we have an advocate**
- 9d.) Have you added your Council Director to your e-mail list? **No, but will**
- 9e.) Do you have recommendations on how better to use the councils? **Continuing with an inter-council chair call once per quarter is helpful; maybe using the council as a way to support partnering between committees within the Council or even Council to Council could be helpful**



NEWEA Assessment and Development
2018 Committee Questionnaire

10) Identify any constraints your Committee faces in fulfilling its charge (for example, if either building committee membership or maintaining membership is an issue for your committee).

10a) Do you have difficulty in finding committee members? **We are having difficulty getting committed, active members; we have many on the roster but only a select few that are willing to commit time to the committee activities**

10b) What are the obstacles, if any, preventing your committee from doing what you feel it needs to do? **Simple a lack of available hands to help with initiatives; it is largely falling on the Co-Chairs right now**

11) Please identify your committee's activities in the past year (if applicable), and describe any present and projected activities.

- a. **Present - We helped to co-sponsor a specialty workshop with Collection Systems; hold regular check-in meetings;**
- b. **Future – we are hoping to sponsor an award at the section level for sustainability; preparing a 'blog' type article for the NEWEA section newsletter; preparing a survey for the membership to understand the needs of the organization as it relates to sustainability**

12) What would you like to be doing with your committee that you are not doing now? **More education and collaboration with other related (both directly**



NEWEA Assessment and Development
2018 Committee Questionnaire

and indirectly) committees; having more of a voice within the organization for sustainable solutions / practices

13.) Does your committee hold committee meetings at either the Spring or Annual Conference? If not, explain. **Yes, Annual Only**

13) Please provide additional comments, concerns, questions or suggestions.

We are currently working with select SLT members to bring some momentum back into this committee; we feel that it is such an important topic that is needed – we don't want to let it wane and not be successful

14) As a part of our efforts to increase the effectiveness of this survey, the A&D Committee would greatly appreciate receiving your committee's suggestions or comments that might help us to improve this questionnaire and review process.

Below this line to be filled out by the Council Director

Council Director's Comments:

The Co-Chairs have been doing a great job keeping this committee moving forward with unfortunately very little support. The biggest issue is to not only get members involved with this committee but also to get members who are actively involved in the committee. There is a lot of passion with the current people who are involved but they can only do so much. The SMT and myself have already had discussions with the Co-Chairs and I know the re-invigoration of this committee is something that is important to them. I know that the A&D Committee has so many great ideas in regards to getting the most out of committees. I think it would be a great idea if A&D got involved with the SMT, the co-chairs and myself in crafting a plan to get this committee on more solid footing.



NEWEA Assessment and Development
2018 Committee Questionnaire

I definitely believe that this committee is an important committee for NEWEA. I just think we need to think outside the box to determine what tasks and roles it should have. One example is the Public Education Committee and how every committee has a charge to have a public education event. Charges could be placed within each committee to look at the sustainable practices of their committee/industry and have presentations, white papers, etc that includes these practices. On a Council level, I am trying to have Conference Calls with the Committee Chairs and I am trying to stress to the chairs this same idea and how there can be collaboration between the committees.

I also think that the Committee, once there are more involved members, should shift back to the Chair/Vice Chair format to help delineate responsibilities as well as allowing newer members to transition into a leadership role (Vice Chair) where they can learn from the Chair before moving up to the Chair position.



NEWEA Assessment and Development 2018 Committee Questionnaire

Committee Name: Veterans Workforce Development
Committee Chair:
Date Completed:

Dear Committee Chair:

It is the responsibility of the NEWEA Assessment and Development Committee and Council Directors to annually review the charges of 1/3 of NEWEA's Standing Committees for the effectiveness of each committee in meeting its charge. Your committee is one of those chosen for review in 2018. **Please provide answers to this questionnaire and return it to Council Director by June 22, 2018.** If you would like any of these responses to be confidential, please contact me or others on the Assessment and Development Committee.

Thank you for your time and attention to this matter.

Sincerely,

The NEWEA Assessment and Development Committee

Chair: Charlie Tyler
Vice Chair: Marylee Santoro
Director: Jim Barsanti
Michael Bonomo
Matt Formica
Tom Groves
Virgil Lloyd
Deborah Mahoney
Brad Moore
Gerald Potamis
Justin Skelly
Ray Vermette
Ray Willis



NEWEA Assessment and Development 2018 Committee Questionnaire

- 1) Is the title of your committee appropriate? **Yes.**
- 2) Do you feel your current overall charge is accurately described and does the title describe the Overall Charge and purpose of the committee? **Yes.**
- 3) Do your Committee functions overlap with those of other committees? If so in which committees and what way? **Not that I'm aware of?**
- 4) As Chair, do you recommend that your Committee be continued? **Yes.**
- 5) Do you feel that your Committee should be merged with another? If yes, describe the reasons why you feel that. **Not at this time.**
- 6) Do you feel that your Committee should be subdivided? If yes, describe the reasons why you feel that. **We subdivided mid-year into individual state represented subcommittees, as each state has unique labor dept./VA/Apprenticeship requirements.**



NEWEA Assessment and Development 2018 Committee Questionnaire

7) Membership:

- 7a.) How many members do you have? **34.**
- 7b) Is your Committee's membership representative of NEWEA membership? **Not sure what this means, but I think so?**
- 7c) Provide a brief demographic description (consultants, municipal/state, vendors, etc.) of your committee make-up.

Connecticut – 2 members, both State.

Rhode Island – 3 members, 2 from Warwick, 1 from State.

**Massachusetts – 11 members, 4 Municipal, 1 NEWEA,
2 NEIWPC, 2 Engineers, 1 DEP, 1 State**

New Hampshire – 8 members, 2 Municipal, 2 DES, 4 State

Vermont – 1 member, 1 Municipal.

**Maine – 6 Members, 1 Municipal, 1 Vendor, 1 College, 1
DEP, 1 NEIWPC, 1 State**

- 7d) How many new members joined your committee this year?

Unknown

- 7e) How many members are actively engaged in committee activities and regularly attend committee meetings?

- 8.) A committee's success is based largely on the efforts of its officers. NEWEA strongly encourages that each committee have a Vice Chair. Does your committee have a Vice Chair? If not, would you like assistance from NEWEA to find someone to serve that role on your committee? **We have a V.Chair.**



NEWEA Assessment and Development 2018 Committee Questionnaire

- 9) NEWEA has created Council Directors to provide leadership, coordination, and oversight to a group of committees (i.e., Council), and to act as a committee liaison to the Executive Committee.
- 9a) Do you know who your Council Director is? **Yes.**
 - 9b.) Have you communicated with your Council Director? **Very Little.**
 - 9c.) Please provide feedback on your experience with having a Council Director. **Timely reminders.**
 - 9d.) Have you added your Council Director to your e-mail list?
 - 9e.) Do you have recommendations on how better to use the councils?



NEWEA Assessment and Development 2018 Committee Questionnaire

- 10) Identify any constraints your Committee faces in fulfilling its charge (for example, if either building committee membership or maintaining membership is an issue for your committee). **Maintaining momentum.**
- 10a) Do you have difficulty in finding committee members? **No.**
- 10b) What are the obstacles, if any, preventing your committee from doing what you feel it needs to do? **Time constraints.**
- 11) Please identify your committee's activities in the past year (if applicable), and describe any present and projected activities. **A lot of outreach/PR. (Articles in TPO, WE&T) Need to get back to producing a useable product/outline for municipalities/ Associations to follow.**
- 12) What would you like to be doing with your committee that you are not doing now? **I need to get the ball rolling again, and create a toolkit that we can share with other states and associations who are interested in mirroring our work.**
- 13.) Does your committee hold committee meetings at either the Spring or Annual Conference? If not, explain. **Yes- Annual Meeting.**
- 13) Please provide additional comments, concerns, questions or suggestions.



NEWEA Assessment and Development
2018 Committee Questionnaire

- 14) As a part of our efforts to increase the effectiveness of this survey, the A&D Committee would greatly appreciate receiving your committee's suggestions or comments that might help us to improve this questionnaire and review process.

Below this line to be filled out by the Council Director

Council Director's Comments:



NEWEA Assessment and Development 2018 Committee Questionnaire

Committee Name: Water For People
Committee Chair: Renie Jesanis
Date Completed: 6/13/18

Dear Committee Chair:

It is the responsibility of the NEWEA Assessment and Development Committee and Council Directors to annually review the charges of 1/3 of NEWEA's Standing Committees for the effectiveness of each committee in meeting its charge. Your committee is one of those chosen for review in 2018. **Please provide answers to this questionnaire and return it to Council Director by June 22, 2018.** If you would like any of these responses to be confidential, please contact me or others on the Assessment and Development Committee.

Thank you for your time and attention to this matter.

Sincerely,

The NEWEA Assessment and Development Committee

Chair: Charlie Tyler
Vice Chair: Marylee Santoro
Director: Jim Barsanti
Michael Bonomo
Matt Formica
Tom Groves
Virgil Lloyd
Deborah Mahoney
Brad Moore
Gerald Potamis
Justin Skelly
Ray Vermette
Ray Willis



NEWEA Assessment and Development 2018 Committee Questionnaire

1) Is the title of your committee appropriate?

Yes.

2) Do you feel your current overall charge is accurately described and does the title describe the Overall Charge and purpose of the committee?

Yes

3) Do your Committee functions overlap with those of other committees? If so in which committees and what way?

No

4) As Chair, do you recommend that your Committee be continued?

Yes

5) Do you feel that your Committee should be merged with another? If yes, describe the reasons why you feel that.

No

6) Do you feel that your Committee should be subdivided? If yes, describe the reasons why you feel that.

No



NEWEA Assessment and Development 2018 Committee Questionnaire

7) Membership:

7a.) How many members do you have?

12

7b) Is your Committee's membership representative of NEWEA membership?

Yes* but almost entirely in Massachusetts

7c) Provide a brief demographic description (consultants, municipal/state, vendors, etc.) of your committee make-up.

A good mix of state, municipal, and consultant representation.

7d) How many new members joined your committee this year?

2

7e) How many members are actively engaged in committee activities and regularly attend committee meetings?

7

8.) A committee's success is based largely on the efforts of its officers. NEWEA strongly encourages that each committee have a Vice Chair. Does your committee have a Vice Chair? If not, would you like assistance from NEWEA to find someone to serve that role on your committee?

Yes, Devon Jones

9) NEWEA has created Council Directors to provide leadership, coordination, and oversight to a group of committees (i.e., Council), and to act as a committee liaison to the Executive Committee.

9a) Do you know who your Council Director is? Yes



NEWEA Assessment and Development 2018 Committee Questionnaire

- 9b.) Have you communicated with your Council Director? **Yes**
- 9c.) Please provide feedback on your experience with having a Council Director. **Easy to reach, good communicator, and very knowledgeable**
- 9d.) Have you added your Council Director to your e-mail list? **Yes**
- 9e.) Do you have recommendations on how better to use the councils?
No



NEWEA Assessment and Development 2018 Committee Questionnaire

10) Identify any constraints your Committee faces in fulfilling its charge (for example, if either building committee membership or maintaining membership is an issue for your committee).

10a) Do you have difficulty in finding committee members?

Yes

10b) What are the obstacles, if any, preventing your committee from doing what you feel it needs to do?

The water for people committee is largely a fundraising committee and while this is a very important aspect, I believe we would have greater interest in the committee if there were some service aspect, be it international or domestic.

11) Please identify your committee's activities in the past year (if applicable), and describe any present and projected activities.

Softball Tournament (Last year)

Joint Gala (This year)

5k (Upcoming)

Softball Tournament (Upcoming)

Holiday Raffle (Potential)

Golf Tournament Raffle (Potential)

Additional Fun Run (Potential)

12) What would you like to be doing with your committee that you are not doing now?



NEWEA Assessment and Development
2018 Committee Questionnaire

Like I mentioned above, some kind of service event or activity would greatly improve committee participation.

13.) Does your committee hold committee meetings at either the Spring or Annual Conference? If not, explain.

Yes, Annual.

13) Please provide additional comments, concerns, questions or suggestions.

14) As a part of our efforts to increase the effectiveness of this survey, the A&D Committee would greatly appreciate receiving your committee's suggestions or comments that might help us to improve this questionnaire and review process.

Below this line to be filled out by the Council Director

Council Director's Comments:

The WFP committee recently found a vice-chair and continues to hold events throughout the year. I believe the committee is functioning quite well.



NEWEA Assessment and Development 2018 Committee Questionnaire

Committee Name: Website
Committee Chair: Rob Musci
Date Completed: June 19, 2018

Dear Committee Chair:

It is the responsibility of the NEWEA Assessment and Development Committee and Council Directors to annually review the charges of 1/3 of NEWEA's Standing Committees for the effectiveness of each committee in meeting its charge. Your committee is one of those chosen for review in 2018. **Please provide answers to this questionnaire and return it to Council Director by June 22, 2018.** If you would like any of these responses to be confidential, please contact me or others on the Assessment and Development Committee.

Thank you for your time and attention to this matter.

Sincerely,

The NEWEA Assessment and Development Committee

Chair: Charlie Tyler
Vice Chair: Marylee Santoro
Director: Jim Barsanti
Michael Bonomo
Matt Formica
Tom Groves
Virgil Lloyd
Deborah Mahoney
Brad Moore
Gerald Potamis
Justin Skelly
Ray Vermette
Ray Willis



NEWEA Assessment and Development 2018 Committee Questionnaire

- 1) Is the title of your committee appropriate?
 - i. Yes – We are the website committee and our focus is the website.

- 2) Do you feel your current overall charge is accurately described and does the title describe the Overall Charge and purpose of the committee?
 - i. Yes, but it will change as we progress.

- 3) Do your Committee functions overlap with those of other committees? If so in which committees and what way?
 - i. Yes, sponsorship committee – but there should be interaction here.

- 4) As Chair, do you recommend that your Committee be continued?
 - i. Yes – and we should become a full committee.

- 5) Do you feel that your Committee should be merged with another? If yes, describe the reasons why you feel that.
 - i. Not at this time.

- 6) Do you feel that your Committee should be subdivided? If yes, describe the reasons why you feel that.
 - i. I do not.



NEWEA Assessment and Development 2018 Committee Questionnaire

7) Membership:

7a.) How many members do you have?

1. 6 to 8 members.

7b) Is your Committee's membership representative of NEWEA membership?

1. No, We are seeking more members.

7c) Provide a brief demographic description (consultants, municipal/state, vendors, etc.) of your committee make-up.

1. Both consultants and municipal/state employees

7d) How many new members joined your committee this year?

1. Approximately 2

7e) How many members are actively engaged in committee activities and regularly attend committee meetings?

1. four +-

8.) A committee's success is based largely on the efforts of its officers. NEWEA strongly encourages that each committee have a Vice Chair. Does your committee have a Vice Chair? If not, would you like assistance from NEWEA to find someone to serve that role on your committee?

1. We have a Vice Chair.

9) NEWEA has created Council Directors to provide leadership, coordination, and oversight to a group of committees (i.e., Council), and to act as a committee liaison to the Executive Committee.

9a) Do you know who your Council Director is?

1. Yes

9b.) Have you communicated with your Council Director?



NEWEA Assessment and Development 2018 Committee Questionnaire

1. Yes
- 9c.) Please provide feedback on your experience with having a Council Director.
1. The council director is an appropriate mentor / leader for the Communication Council.
- 9d.) Have you added your Council Director to your e-mail list?
1. Yes.
- 9e.) Do you have recommendations on how better to use the councils?
1. Not at this time.



NEWEA Assessment and Development 2018 Committee Questionnaire

10) Identify any constraints your Committee faces in fulfilling its charge (for example, if either building committee membership or maintaining membership is an issue for your committee).

10a) Do you have difficulty in finding committee members?

1. Yes, but we are slowly gaining members.

10b) What are the obstacles, if any, preventing your committee from doing what you feel it needs to do?

11) Please identify your committee's activities in the past year (if applicable), and describe any present and projected activities.

a. adopting and rolling out of new technologies such as:

i. Segregated areas

ii. Login Based permissions

b. Present Importance of WEB site at New Committee orientation at Annual Conference

c. Getting Input from Sponsorship Committee on Web Sponsorship

d. Annual page updates

e. Update the charge of the website committee

12) What would you like to be doing with your committee that you are not doing now?

a. I would love to better define task champions who will run with the projects we have proposed.

13.) Does your committee hold committee meetings at either the Spring or Annual Conference? If not, explain.

a. We try to hold meetings at the annual conference.



NEWEA Assessment and Development
2018 Committee Questionnaire

13) Please provide additional comments, concerns, questions or suggestions.

14) As a part of our efforts to increase the effectiveness of this survey, the A&D Committee would greatly appreciate receiving your committee's suggestions or comments that might help us to improve this questionnaire and review process.

Below this line to be filled out by the Council Director

Council Director's Comments:

I believe that the Website Committee is re-energized and moving forward with positive initiatives. I concur that the Website Committee should have full committee status.



NEWEA Assessment and Development 2018 Committee Questionnaire

Committee Name: Watershed Management
Committee Chair: Jennifer Johnson
Date Completed:

Dear Committee Chair:

It is the responsibility of the NEWEA Assessment and Development Committee and Council Directors to annually review the charges of 1/3 of NEWEA's Standing Committees for the effectiveness of each committee in meeting its charge. Your committee is one of those chosen for review in 2018. **Please provide answers to this questionnaire and return it to Council Director by June 22, 2018.** If you would like any of these responses to be confidential, please contact me or others on the Assessment and Development Committee.

Thank you for your time and attention to this matter.

Sincerely,

The NEWEA Assessment and Development Committee

Chair: Charlie Tyler
Vice Chair: Marylee Santoro
Director: Jim Barsanti
Michael Bonomo
Matt Formica
Tom Groves
Virgil Lloyd
Deborah Mahoney
Brad Moore
Gerald Potamis
Justin Skelly
Ray Vermette
Ray Willis



NEWEA Assessment and Development
2018 Committee Questionnaire

WATERSHED MANAGEMENT COMMITTEE

1) Is the title of your committee appropriate?

Yes, the title of the committee is appropriate. We focus on issues at the watershed-scale, rather than at site-scale or within the bounds of a municipality.

2) Do you feel your current overall charge is accurately described and does the title describe the Overall Charge and purpose of the committee?

In 2017, the Committee developed an updated mission statement:

The Watershed Management Committee is an interdisciplinary forum for the exchange of information on watershed management techniques for surface and groundwater quality, protection of natural resources, infrastructure and the built environment.

The Committee is focused on the watershed impacts from climate change, including increasing storm intensities and frequency, and the resilience techniques to protect and restore and improve natural systems from the impacts of climate change while preserving their environmental benefits.

Currently, the Committee is focused on the following key topics:

- **Watershed Science - Importance of thinking at the watershed-scale**
- **Quality - Watershed-based regulatory programs and permitting (NPDES, TMDLs, MS4, Integrated Plans and tools available, Watershed-based permits**



NEWEA Assessment and Development
2018 Committee Questionnaire

- **Quantity - Resilience to climate changes, including increased precipitation, extended droughts, and inland flooding, as well as adaptation funding sources**

3) Do your Committee functions overlap with those of other committees? If so in which committees and what way?

The Watershed Management Committee has overlap with the Stormwater, Sustainability, and CSO/Wet Weather Committees. These overlaps primarily include the topics of stormwater, resilience, and permitting/regulations.

4) As Chair, do you recommend that your Committee be continued?

Yes, I believe the work this committee is doing to shed light on our key issues is important and our Committee should be continued.

5) Do you feel that your Committee should be merged with another? If yes, describe the reasons why you feel that.

No.

6) Do you feel that your Committee should be subdivided? If yes, describe the reasons why you feel that.

No.



NEWEA Assessment and Development
2018 Committee Questionnaire

7) Membership:

7a.) How many members do you have? **18 members**

7b) Is your Committee's membership representative of NEWEA membership? **Our committee is primarily consultants (engineers) and we would love to see expanded membership to include municipalities, state officials, watershed groups, and others.**

7c) Provide a brief demographic description (consultants, municipal/state, vendors, etc.) of your committee make-up. **See 7b.**

7d) How many new members joined your committee this year? **4**

7e) How many members are actively engaged in committee activities and regularly attend committee meetings? **About 10.**

8.) A committee's success is based largely on the efforts of its officers. NEWEA strongly encourages that each committee have a Vice Chair. Does your committee have a Vice Chair? If not, would you like assistance from NEWEA to find someone to serve that role on your committee?

Yes, we have a Vice Chair (Sara Greenberg)

9) NEWEA has created Council Directors to provide leadership, coordination, and oversight to a group of committees (i.e., Council), and to act as a committee liaison to the Executive Committee.



NEWEA Assessment and Development 2018 Committee Questionnaire

- 9a) Do you know who your Council Director is? **Yes, John Digiacomo**
- 9b.) Have you communicated with your Council Director? **Yes.**
- 9c.) Please provide feedback on your experience with having a Council Director. **John has been great- very supportive of our activities.**
- 9d.) Have you added your Council Director to your e-mail list? **Yes. I try to keep John in the loop on our committee calls, meetings, and events.**
- 9e.) Do you have recommendations on how better to use the councils? **Given the overlap that our committee has with others in our council, it's great to see that we're going to have council calls. I think that would be helpful so that each committee is aware of the distinctions between the committees. We could also plan more joint events that would reach greater audiences.**
- 10) Identify any constraints your Committee faces in fulfilling its charge (for example, if either building committee membership or maintaining membership is an issue for your committee).
- 10a) Do you have difficulty in finding committee members? **We have a smaller committee, but have grown since I became chair. The committee fairs have been successful for us and we'd like to see those continue.**
- 10b) What are the obstacles, if any, preventing your committee from doing what you feel it needs to do? **We are a smaller committee but are pretty effective in getting things done.**



NEWEA Assessment and Development
2018 Committee Questionnaire

Janice has been instrumental in our committee's success at having events and really is an honorary member!!

- 11) Please identify your committee's activities in the past year (if applicable), and describe any present and projected activities.

"No Water, No Beer" Homebrewing Series – We are in the early planning stages to facilitate homebrewers brewing beer with water from various watersheds (surface and groundwater sources) to highlight source water protection as an important watershed issue that touches all of us. – **SUCCESSFUL PILOT YEAR FOR THIS EVENT WAS HELD AT THE COMMITTEE APPRECIATION EVENT. LOOKING FORWARD TO GROWING THIS NEXT YEAR!**

Spotlight Webinar Series on Watershed Protection in New England – We are developing a series of webinars to focus on what's happening with watershed management and resilience in each of the New England States – Rhode Island, Vermont, Massachusetts, Connecticut, New Hampshire, Maine – **THIS WAS ON HOLD WHILE WE GOT THE HOMEBREWING SERIES OFF THE GROUND, BUT WE PLAN TO CONTINUE OUR PREPARATION IN FALL 2018.**

- 12) What would you like to be doing with your committee that you are not doing now? **Nothing right now.**
- 13.) Does your committee hold committee meetings at either the Spring or Annual Conference? If not, explain. **Yes, we hold meetings at both the Spring and Annual Conferences.**
- 13) Please provide additional comments, concerns, questions or suggestions.



NEWEA Assessment and Development
2018 Committee Questionnaire

- 14) As a part of our efforts to increase the effectiveness of this survey, the A&D Committee would greatly appreciate receiving your committee's suggestions or comments that might help us to improve this questionnaire and review process.

Below this line to be filled out by the Council Director

Council Director's Comments:

Jenn and the Watershed Management Committee have been doing a great job during my tenure as Council Director. They are a smaller committee but they are very hard working and are always thinking "outside of the box" when it comes to initiatives and ideas for the committee. Presently, they have begun working on two of those "outside the box" ideas: Homebrew Event and Watershed Webinars. They are constantly trying to look at different ideas to not only keep people excited about the industry but also educate them as well. As Jenn noted, our Council is working to have quarterly calls between the chairs to help facilitate collaboration between committees. I believe that Watershed Management is a committee that will benefit greatly from that.

The Watershed Management Committee also has their succession planning in order as they have a great Vice Chair (Sara Greenberg) who Jenn has been "showing the ropes to" and grooming her to become Chair after her tenure is complete. The committee is in great hands with Jenn and will be in great hands with Sara when it is her time to become Chair of the committee.