



Missouri Section

American Water Works Association

**Missouri Section AWWA
Section Board of Trustees and Committee Chairs
August 5, 2022
9:00 am – 12:00 pm**

**Columbia Water Treatment Plant
6851 W. Route K, Columbia, MO 65203**

Date: August 5, 2022

ATTENDANCE: 8/13 (Quorum secured)

Board Members:

Jenny Doyle	Chair
Bob Parks	Chair Elect
Tony O'Malley	Vice Chair
Mike Klender	Past Chair
Randy Moore	Director
Nick Davis	Secretary-Treasurer
James Okumu	3 rd Year Trustee (by phone)
Kevin Wiggins	2 nd Year Trustee

Committee Chairs:

Raed Armouti	Bylaws
Mike O'Connell	Scholarships
Matt Sainz	Young Professionals
Elizabeth Robertson	Audit

Guests:

Robb White	Manufacturers /Associates Council
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Administrative Manager:

Mary Odom

Absent:

Corinne Duckworth	Asst. Secretary-Treasurer
Heather Gipp	1 st Year Trustee
Mel Peterein	2 nd Year Trustee
Karen Marie Dietze	3 rd Year Trustee
Tim Ganz	1 st Year Trustee

I. CALL TO ORDER

The meeting was called to order at 9:00 a.m. by Chair Jenny Doyle.

Approval of Minutes

MOTION: To approve the May 5, 2022 minutes as presented.

Made by: Tony O'Malley

Seconded by: Randy Moore

Vote: No objections, motion passed by unanimous vote.

II. CHAIR'S REPORT- Jenny Doyle

Chair Jenny Doyle discussed the following items:

- Board actions since the last meeting: None
- ACE 22 Reports from attendees
 - Joel reported on Hydrant Hysteria and Student Poster Contest. He came down with COVID after the conference.
 - James reported Hydrant Hysteria. Next time they will practice more ahead of time. A lot of technology related booths
 - Randy reported that attendance was much better than expected. He posted a photo from the Innovation Hub which got over 5,000 views. David LaFrance tested positive for COVID. The entire board immediately put on masks. He saw Karen Marie Dietze accept the Education Award in the exhibit hall with about 100 people watching. Bob Parks has the plaque in his office.
- Ad hoc Committee on JAM – Jeff Clarke
 - Jeff has received feedback from many people associated with past planning. Jenny and Amanda are revising the MOU for joint coordination.
 - Randy has a new guide to partnering with another organization for conferences that he will request electronically from Nancy.
- Proposed Administrative Guidelines Revisions – Raed Armouti
 - Raed Armouti described all of the recommended changes and fielded questions.
 - Randy Moore moved to adopt as presented. Tony O'Malley seconded the motion. Discussion clarified that many people had input. Passed unanimously.

MOTION: To adopt the Administrative Guidelines revisions as presented by the Bylaws Committee.

Made by: Randy Moore

Seconded by: Tony O'Malley

Vote: Motion passed unanimously

III. DIRECTOR'S REPORT- Randy Moore

- Virtual component will be dropped next year because revenue from 179 attendees was insignificant. The New England Section (one of our largest) has locked horns with the Association and the issue will be discussed at an upcoming Executive Committee meeting next week.
- 1/3 of the board turns over every year. Randy attended the new director's orientation last week. Every four years is a brand new board.
- National staffing is down 17 positions. They lost Todd Brewer recently, and they don't do exit interviews. The remaining staff are scrambling to cover the workload.

Although it is helping our financial shortfall, the long term impact will be on our ability to deliver.

- Discussion on the Director-Elect position which will come from the past directors (not the Nominating Committee). Directors change over immediately after ACE.
- Nick reported on the Summer Workshop and was surprised to learn that some sections don't have any staff. (Nancy raved about Mary). The speaker, Gabriel, emphasized strategic planning for all sections. A toolkit will be sent to participants today which Nick will send out to the officers ASAP. The Herman Brain Dominance Instrument (HBDI.com) is a great tool for boards because it focuses on differences in thinking processes instead of differences in behaviors. Strategic planning should be 3-5 year span.
- Randy mentioned hearing how other sections did awards, such as the Fuller Award was done at the opening session of the conference. He recommended evaluating how we do our awards such as moving our Fuller Award to the opening session. Jenny asked how other sections are encouraging award nominations and how to encourage more nominations. Holding our awards at the end of our conference gives no opportunity for recipients to bask in their award.
- Randy also recommended asking MWEA to move their 5S induction ceremony to another time besides the banquet. He also recommended that Mary attend the next Summer Workshop.
- Many sections have orientations for new board members, new committee chairs. But figuring out when to have an orientation is difficult. Perhaps we could do an orientation/training at the JAM Wednesday lunch for newly appointed people and interested people. Tony suggested having a committee chair breakfast for training and collaboration (like MWEA has one already).

IV. SECRETARY/TREASURER'S REPORT

- Current financial status & budget variances
 - MWEA should be sending the JAM payout in a couple of weeks
- Recommendations for Investment of Surplus Funds
 - Mike Williams with Morgan Stanley joined the meeting to explain the 40% equity and 60% fixed income allocation would be conservative. The last 5 years, the average has been 4%. YTD is down 11%. Any new deposits this year would be invested in fixed income because the stock market is not doing well this year. The money is managed by Morgan Stanley headquarters (not local people).
 - The equity portion is about half mutual funds and half index funds which have a higher management fee.
 - Bob asked if the deposit would go into the same Scholarship Fund that was previously set up or would a new fund be set up? Mike explained that they could put it altogether or if different risk tolerance was needed, a separate fund could be created. There would be no additional costs for having separate funds. 314-889-9865 to contact Mike Williams.
 - Consensus was to deposit \$100,000 when the board is ready to vote.

MOTION: To invest \$100,000 with Morgan Stanley in a newly established fund named "Reserves"

Made by: Bob Parks

Seconded by: Randy Moore

Discussion: included making the decision on how to set up the risk allocation at the August 17th meeting.

Vote: No objections, motion passed by unanimous vote.

V. ADMINISTRATIVE MANAGER'S REPORT – Mary Odom

1. Communications Update

- a. The Roster was finalized yesterday and will go to print mid-August
- b. Email communications continue to improve. You can see that our open rate has gone up from 15% last year to 40% this year. The improvement is due to removing subscribers that had never opened an email and asking them to re-subscribe using a personal email address. We are currently at 626 subscribers.
- c. Social Media accounts added 30 new followers last quarter up to 866 from 836 last quarter. LinkedIn has the most followers and the most engagement (the blue line), and is growing the fastest.

2. Board Policy Manual Update

- a. As Raed mentioned, the Board Policies will be transferred to its own stand-alone manual that will be under direct board control (no longer under the Bylaws Committee). This is in compliance with best practices for nonprofit boards and can be updated as needed by the board.
- b. Content coming from the Administrative Guidelines:
 - Reimbursement of expenses for speakers (no changes)
 - Investment of surplus funds (changes approved 5/6/22)
 - Monitoring of financial affairs
 - Travel reimbursement for section volunteers (approved 5/6/22)
- c. New content approved in 2020-21:
 - Code of Conduct/Conflict of Interest
 - Whistleblower Policy
 - Document Retention Policy
- d. Once the Administrative Guidelines are approved by the Board, then the Board Policy Manual will automatically become a stand-alone document. The board will be able to add, edit, or otherwise change the policies as needed. To be in compliance with the Sarbanes Oxley Act, we have put in place all of the necessary policies.

July 27-29	AWWA Summer Workshop, Denver CO
July 28	MO-AWWA Strategic Planning, TBD
July 29	MO-AWWA Board of Trustees Quarterly Meeting, Columbia
Aug 1-3	Transformative Issues Symposium, Cincinnati OH
Aug 10 at noon	MO-AWWA Board of Trustees Monthly Virtual Meeting
Sep 11-14	Water Infrastructure Conference, Portland OR
Sep 14 at noon	MO-AWWA Board of Trustees Monthly Virtual Meeting
Oct 12 at noon	MO-AWWA Board of Trustees Monthly Virtual Meeting
Oct 18 at 2:00	Section Services Webinar: Topic TBA
Oct 23-25	AWWA Council Summit, Denver CO

Nov 4	MO-AWWA Board of Trustees Quarterly Meeting, Columbia
Nov 4	<i>Show Me Magazine</i> Deadline
Nov 13-17	Water Quality Technology Conference, Cincinnati, OH
Nov 15 at 2:00	Section Services Webinar: Topic TBA
Dec 5 week	Member Appreciation Events across the state
Dec 14 at noon	MO-AWWA Board of Trustees Monthly Virtual Meeting
Jan 13, 2023	MO-AWWA Board of Trustees Quarterly Meeting, Columbia
Jan 13, 2023	Show Me Deadline
Jan ?, 2023	AWWA membership Summit
Feb 8 at noon	MO-AWWA Board of Trustees Monthly Virtual Meeting
Feb ?, 2023	AWWA/WEF YP Summit
Mar 8, 2023	MO-AWWA Board of Trustees Monthly Virtual Meeting
Mar 26-29, 2023	MWEA/MO-AWWA Joint Annual Meeting, Margaritaville

VI. COMMITTEE REPORTS

Director Randy Moore:

Fuller Award- Drew Hess- no report

Membership Engagement- Natalie Dees

Gave a report on 2 ballgame events and new members from a recent campaign. Need to reach out to new members for the member appreciation events in December.

National Nominations- Tony O'Malley, no report

Water Industry Coordinating Council- Mark Bross

The WICC has not been very active over the past few months. Our participating groups in the recent past are:

- Missouri Public Utility Alliance
- Missouri Rural Water Associations
- St. Louis Water
- Kansas City Water
- American Water
- City Utilities-Springfield
- City of Independence Water

Two main topics dominated our past discussions:

1. Source Water Protection under the 2018 Farm Bill and the EPA's new Funding Integration Tool for Source Water (FITS).
2. Proposed Lead and Copper Rule – discussed concerns and implementation timelines. Not much further discussion on this topic.

We last met on January 13, 2022. We will schedule a meeting for late summer to touch base on these issues and discuss emerging issues such as PFAS upcoming Missouri DNR rulemakings.

Chair Elect Bob Parks:

Annual Conference Management- Bob Parks/Scott Phillips

- No report

Budget- Bob Parks

- No report

Strategic Planning- Bob Parks/Tony O'Malley

- Strategic Planning has been rescheduled

Water Utility Council- Mike Galluzzo (not present)

- No report. Chair Doyle would like this committee to report at the next meeting.

Vice Chair Tony O'Malley:

Exhibits- Joel Ogle/Ben Freese

- Joel is waiting for a joint planning meeting with MWEA & Margaritaville to figure out space changes for JAM 23.

Technical Program- Tony O'Malley

- Call for papers is active for JAM 23 and closes on October 28, 2022.
- A new professor (Dr. Xiao) at Mizzou has proposed a track on PFAS. Jenny is in favor of pursuing this idea to engage the academic world. Randy suggested that we send Dr. Xiao's abstract to the other 2 universities to drum up interest.

Manufactures/Associates Council- Scott Phillips (not present)

- The committee is meeting on August 19th to plan a couple of events in KC and St. Louis.

Secretary/Treasurer Nick Davis:

Registration- Natalie Dees/Nick Davis

- Our contract with Cvent is up after our 2023 event, so it's a good time to look at other alternatives. We have some credits to use with Cvent during the upcoming year. Joel estimates we might have to pay about \$3,000 this year because of all of the credits.

Site Selection- John Brummer

- No report

Assistant Secretary/Treasurer Corinne Duckworth (not present):

SHOW-ME Magazine- Joel Ogle

- The Fall issue is on track to be published in September.

Public Information- Melissa Carver- no report

Webmaster- Mary Odom

- No new additions to the website.

Past Chair Mike Klender:

Audit- Elizabeth Robertson

- Elizabeth reached out to Molly about past audits, who confirmed that we have never been audited. She confirmed with Williams

Keepers that we need a different firm to perform the audit. Brent Wilson at CBIZ in Kansas City was recommended by KCSAE and Elizabeth reached out. The estimated cost is \$7,500. Our budgeted amount is going to be too low. Natalie has contacts at CBIZ and BKD if Elizabeth wants more information from these companies.

Education- Kevin Wiggins

No report.

Nominating- Mike Klender

- Mike has reached out to utilities for new trustee candidates. He will reach out

3rd Year Trustee Karen Marie Dietze (not present):

Student Activities- Corinne Duckworth

- No report

JR Popalisky Scholarship- Mike O'Connell

- Proposed changes to the JRP Scholarship in the Bylaws were submitted for review and approval by the Board.
- Advertisements for the scholarships will be published in the Fall Show Me magazine.
- We also recommend that the One AWWA Scholarship and the JRP Scholarships are advertised at all educational sessions provided by the Section.

Research- Karen Marie Dietze

- No report

3rd Year Trustee James Okumu:

Bylaws- Kirk Rome for Raed Armouti

- This report was given under the Chair's Report section.

Safety & Emergency Planning- Frank Genovese

- MoWARN was not activated during the past period
- Committee meeting held 7/13/22
 - Discussed supply chain issues – mainly disinfectants – have not received information regarding systems in need of assistance
 - Working with MDNR for send out email in September to water and wastewater systems promoting MoWARN
 - MRWA Bootheel Expo August 23-24 with MoWARN representation
 - Researching possibility for BRIC Grant funding to assist with setting up database for membership and equipment
 - Reaching out to Missouri Public Utility Alliance for membership opportunities

- City of Buckner – new member July 2022 – 3,076 customers
- Annual WARN Meeting – September 14, 2022 in Portland, Oregon (coinciding with AWWA Infrastructure Conference)
- Next committee meeting will be held 10/13/22

Landmarks- Nick Davis

- The Florissant Tank was officially announced as a Landmark Award winner at ACE in San Antonio. I have received the award and am in the process of getting the award engraved. I expect to present it at the tank site in early to mid-September.

2nd Year Trustee Mel Peterein (not present):

Philanthropy- Karen Marie Dietze (not present)

- No report

Water for People- Mel Peterein (not present)

- No report

Water Equation- Jenny Doyle

- No report

Sustainability Initiatives Coordination- Mark Griffin (not present)

- Last year we ZERO applications for the sustainability award. WHY? Almost every utility and company have sustainability related projects and activities. Please consider submitting a project for consideration. The criteria is listed below. Applications are on the Section website. Potable water projects are given priority.

Young Professionals- Matt Sainz

- Drinking Water Week- thank you to Randy for the tour of Tnemec and to Missouri American Water for a tour in Kansas City. The St. Louis Zoo gave a tour and had a happy hour coinciding with the Jungle Boogie event. Cardinal's game and Royals games both had about 20 attendees.

2nd Year Trustee Kevin Wiggins:

Small Systems- Kevin Wiggins

- RCAP training on September 22nd, but that will change. Another one is planned for the Marcelene area. We will use our own trainers instead of using MAP trainers. Kevin would like to recruit a small system and pay for their membership, and bring them to an in person training.

Retirees- Jenny Doyle

- No report

Service Citation Award- George Hausdorf (not present)

- No report

1st Year Trustee Heather Gipp (not present):

Diversity & Inclusion- Heather Gipp (not present)

- KC area Model Water Tower Competition took place last Friday, July 22. There were six contestants. Five prizes were given out and aSteam village matched the prizes. The participants were honored on the field at the KC Royals game that evening, because it was aSTEAM village night at the ballpark. The towers were also displayed in the ballpark. The logos of organizations that sponsored or volunteered for the event were featured on the big screen. Overall a huge success!!!
- We are still working to get something scheduled in St. Louis. My time before maternity leave was very busy, which is a lot of the reason why that hasn't been moving forward as quickly as I'd like. We do have a list of contacts for local schools from Engineer's Club and it does sound like they would be interested in partnering with us for this. Our main goal is to be able to utilize their space to host the competition. The Engineer's Club is currently going through a transition in staff so that is slowing things down a bit as well. We still hope to host a St. Louis area MWTC during this AWWA business year.

Operations Service Awards- Kevin Wiggins

- No report

1st Year Trustee Tim Ganz (not present):

Awards- Scott Phillips (not present)

- I'm shadowing Bob Parks on Local Arrangements for the JAM this year and will be taking over after the 2023 JAM. Between national volunteer roles with AWWA, WEF, and DBIA, and 2 regional DBIA committees in MO and TX, that is truly all I have the capacity for right now.

Drinking Water Week- Bridget Gray (not present)

- The 2022 Drinking Water Week committee awarded prizes to the top three Fifth Grade Student Poster Contest winners. This year's theme was "Water – There When You Need It," and we had over 1,000 submissions from across the state! In addition, Plant Tour and Happy Hour events were held in Kansas City and St. Louis for the first time since 2019. Over in Kansas City, YPs celebrated Drinking Water Week on May 4th with a tour of Tnemec's North Kansas City plant. They witnessed firsthand how paint is prepared, mixed, and quality controlled. Thanks to Randy Moore for helping facilitate the tour! Afterwards, the group enjoyed drinks and snacks at a local North Kansas City brewery called Cinder Block.
- In St. Louis, Missouri American Water graciously hosted MO-AWWA for a tour of its North Plant on May 6th. Here, members

were able to witness firsthand the process Missouri American Water takes when treating our drinking water and learn more about the important role that this valuable resource (and the operators that make it happen) plays in our community. Following the tour YPs were able to wet their whistle at Irma Jeans for a happy hour. Remember—no water, no beer!

Professional Awards- Tony O'Malley-

- No news this time of year for Professional Awards Committee. Very interested in a volunteer that I could transition this Chair to. I am willing to help them.

VII. OLD BUSINESS

- Mike Klender emphasized that these meetings need to require to be in-person

VIII. NEW BUSINESS

- Tim Ganz checked in with MDNR regarding their Lead Service Line Inventory Guidance web-page and have the following update from them (from Jeff Pinson): The LSLI Guidance will be released on 8-4-22. We have an ASDWA/EPA web meeting tomorrow that will discuss the main parts of the guidance, but not all the details. They will have to wait until after the release. EPA has set up a webinar for the LSLI Guidance next week on 8-10-22. Next week we should have had time to review the guidance and listen to EPA, so we will know much more about it by then. As such, we expect to get the LSLI spreadsheet on the web very soon. We need to modify it to match the guidance information. In addition, we have about six documents in the routing for approval process to get placed on the webpage with more to come in the future.

VIII. ADJOURNMENT at 1:30 pm

MOTION: To adjourn

Made by: Tony O'Malley

Seconded by:

Vote was unanimous in favor. Motion passed.

Next Board meeting is November 4, 2022 at Stoney Creek in Columbia, MO.

Respectfully submitted,
Mary Odom, Administrative Manager