



PROUD HOST OF THE 2008 STOCKHOLM JUNIOR WATER PRIZE CONTEST

Dedicated to the Preservation and Enhancement of Florida's Water Environment

Member Association of the Water Environment Federation

PRESIDENT

Kartik Vaith, P.E.
CDM
8659 Baypine Road,
Suite200
Jacksonville, FL 32256
Tele. (904) 731-7109
vaithk@cdm.com

VICE PRESIDENT

Christian Staubus
Pinellas County
Utilities
14 S. Ft. Harrison Ave
Clearwater, FL 33756
Tele. (727) 464-3438
cstaubus@co.pinellas.fl.us

SECRETARY

Fred Rapach
South Florida WMD
1555 Gun Club Road
West Palm Bch, FL
33406
Tele. (561) 682-2283
frapach@sfwmd.com

TREASURER

Pamela Holcomb, P.E.
PBS&J
482 South Keller Road
Orlando, FL 32810
(407) 647-7275
PEHolcomb@pbsj.com

PAST PRESIDENT:

Kenneth Rearden, P.E.
City of West Palm Beach
P.O. Box 3506
West Palm Beach, FL 33402
Tele. (561) 822-1400
krearden@wpb.org

WEF DIRECTORS:

Michael D. Cliburn, P.E.
Boyle Engineering
Corporation
320 E. South St.
Orlando, FL 32801
Tele. (407) 513-8242
mcliburn@boyleengineering.com

Thomas J. Helgeson, P.E.
CH2M Hill, Inc.
4350 W. Cypress St., #600
Tampa, FL 33607
Tele. (813) 874-0777
Tom.helgeson@ch2m.com

FWEA DIRECTORS:

John Giachino
Boyle Engineering
Corporation
320 E. South St.
Orlando, FL 32801
Tele. (407) 513-8243
jgiachino@boyleengineering.com

Don Maurer, P.E.
CDM Inc.
8659 Baypine Rd. #200
Jacksonville, FL 32256
(904) 731-7109
maurerde@cdm.com

Greg Perrine, P.E.
JEA
21 W. Church St.
Jacksonville, FL 32202
(904) 665-7952
perrgl@jea.com

Howard Wegis, P.E.
Lee County Utilities
P.O. Box 398
Fort Myers, FL 33902
(239) 479-8181
wegishs@leegov.com

UTILITY COUNCIL

PRESIDENT:
Henry Hicks, P.E.
City of Ocala
P.O. Box 1270
Ocala, FL 34478
(352) 351-6770
hhicks@ocalafl.org

OPERATIONS COUNCIL REPRESENTATIVE:

Doug Prentiss
Safety Services Inc.
13409 NW 202 Street
Alachua, FL 32615
386-462-3085
dougprentiss@altel.net

EXECUTIVE DIRECTOR:

Thomas L. Lothrop, P.E.
321 Pickering Court
Longwood, FL 32779
Tele. (407) 788-9321
tlothrop@hotmail.com

EXECUTIVE MANAGER:

Holly M. Hanson
P. O. Box 2814
Windermere, FL 34786
Tele. (407) 363-7751
hollyh@fweauc.org

Board of Directors Meeting

July 28, 2006
Orlando, Florida

MINUTES

The regularly scheduled Board of Directors meeting of the Florida Water Environment Association met at the offices of Boyle Engineering, South Street, and Orlando, Florida. Officers in attendance were: Kart Vaith, Chris Staubus, Fred Rapach, Pamela Holcomb, Mike Cliburn, Tom Helgeson, Howard Wegis, John Giachino, Greg Perrine, Don Maurer, Henry Hicks, Nabil Muhaisen, and Brandon Selle. Participating by speakerphone Doug Prentiss, Leisha Pica and Ken Rearden. Guests included Brian Shields, TMDL Committee Chair, and Scott Kelly, JEA. Holly Hanson, Executive Manager acted as reporting secretary.

- I. **Call to Order:** President Vaith called the meeting to order at 9:00 a.m.
- II. **Roll Call:** Fred Rapach called the roll. A quorum was present.
- III. **Minutes:** Minutes of the June 8, 2006 meeting were reviewed. One revision was that Greg Perrine participated by telephone. **Chris Staubus made a motion to accept as presented. Fred Rapach seconded and motion carried.**
- IV. **Financial Report:**
 - A. Pamela Holcomb reviewed the financial situation. Utility Council is revising their financial reporting and will be working with Pam for a more defined report. Fred suggested a further breakdown in the UC report. **Tom Helgeson made a motion to accept as presented. Chris Staubus seconded and motion carried.**
- V. **WEF Director's Report:**
 - A. Tom Helgeson mentioned WEFTEC in Dallas. House of Delegates meeting on Saturday. Nothing new to report on Constitutions and Bylaws received. Mike Cliburn asked for subjects to bring up. Membership initiative was discussed.
 - B. WERF Request – We previously provided funding, but found historically none of the research or studies involving Florida or Florida utilities. Board asked WEF Directors to bring as item of discussion to the House of Delegates meeting in October. Directors will look at the research program, draft a letter to WEF, seeking to involve Florida, and circulate for comment.

VI. Director's Update.

A. John Giachino – Communications Management Director:

- Communications Management: First road show has been completed and copied. Working on a student version. Presentations to be made at the various chapters. Board reviewed slide show and critiqued. Nabil suggested the Committees review it.
- Relationship with Chapman and security measures. Also the Wells Fargo account Pam will check with Chris on.

B. Don Maurer - Education & Technology Director:

- The Speakers Bureau appears to be a vital element. Don has circulated seeking recommendations.
- Water for People: Don Maurer said this is a great way to collaborate with other associations. Scott Kelly made a presentation to the Board promoting joint fund raising for this organization. Steve Warner, W4P Director will work with Scott try to acquire matching funds. Scott said students are interested and possibly could acquire school credits to lead projects. **Tom Helgeson made a motion to allocate \$10,000 as a donation to Water for People and generate interest and support of the FWEA Committee, and creating a self-sustaining fund raising augmented by special opportunities and adopts the business plan. Chris Staubus seconded. Motion passed unanimously.**

C. Greg Perrine – Utility Council, DEP, and Other Organizations:

- Working with FWEA Technical Committees and Utility Council's position on activities was an item of concern. Greg will procure information from DEP and other stakeholders to circulate.
- City of Tampa has agreed to sponsor the Student Design Project for this year's project at FWRC.

D. Howard Wegis - Procedures and Bylaws Director:

- Attending Chapter meetings and planning events.
- Working on revisions to the Policy & Procedures Manual. Draft completed various Sections. Tentative review date associated with September 15th board meeting.

E. Brandon Selle - Manufacturer's and Reps. Council:

Working on the value statement for slide. Developed a draft organizational chart, liaisons importance, and promote it. Seek additional vendor members. Value of the membership is product development, can transform membership and allows membership outside the state. Develop an online line sheet.

F. Nabil Muhaisen – Mutual Organizations:

- Nabil has met with several associations to discuss expansion of interest and increase opportunities to educate the public, increase membership, working with other like-organizations. Watershed management is one subject where this can be utilized. FWPCOA invited FWEA Officers to next meeting. Also Scott asked if we would pursue FL Rural Water Association.

VII. Utility Council Report:

Henry Hicks gave a comprehensive update on UC ongoing activities. See report.

VIII. Operations Council Report: Ken Rearden spoke with Phil Donovan, and Ken recommends that funds be provided for the second place team. Fred Rapach made a motion to allot \$1,500 to send the second place team to WEFTEC, current year only. Tom Helgeson seconded that motion. Motion carried.

IX. Membership Action Update: During the period ending May 31st we presently have 1,522 members. We have 46 new, 169 renewed, 91 delinquents, 133 expired. Welcome letters, pins, and recent FWRJ were sent to New members; please come back, glad you renewed, and value of membership letters were sent to the other groups, as appropriate.

X. Executive Manager's Update: Please see attached report.

- Signed contract with Wyndham for the January '07 Reuse Seminar;
- Made arrangements for 2006 FWEA Reception at WEFTEC at the Hyatt Regency Dallas. Reception will be moved from Sunday to Monday from 5 to 7 p.m. Budget of \$10,000 was approved.
- Requested \$5,600 for additional shirts. **Greg Perrine made the motion to approve, Chris Staubus seconded, and motion carried.**

XI. Other Business:

- WEF's Utility Partnership Program was discussed.
- Need for a Job Bank on the FWEA website was discussed. Chris Staubus, Tom Helgeson and Fred Rapach will act as an Ad Hoc Committee to study need and make recommendations.
- President Vaith asked the Board to consider the positions of the Chairperson of the Manufacturers & Representatives

XII. Adjournment: Tom Helgeson made a motion to adjourn; Greg Perrine seconded, and meeting adjourned at 12:50 p.m.

Respectfully submitted, Holly M. Hanson

Action Items:

	Date	Item	Person(s) Handling	Completion Date
1.	6-8-06	Letter to WEF re. FWEA's performance & initiatives	Helgeson	Ongoing
2.	6-8-06	Planning of FWEA Reception at WEFTEC in Dallas	Hanson	Ongoing
3.	6-8-06	UCF involvement strategy	Giachino	9-15-06
4.	6-8-06	Charter FIT – Giachino Involvement of Utility Council	Giachino	Ongoing
5.	6-8-06	CEUs Multiple states	Maurer	Ongoing
6.	6-8-06	FWPCOA & RWA	Muhaisen/Rearden	Completed
7.	6-8-06	Operations Challenge Multi-Team	Rearden	Completed
8.	6-8-06	Distributing some awards at Local Chapter Level	Perrine	Completed
9.	6-8-06	Fall/Winter Seminar	Maurer/Hanson	Ongoing
10.	6-8-06	Replacement for Leadership Committee-possibly Terri Shoemaker	Vaith	
11.	7-28-06	Cliburn/Helgeson will draft letter WERF request FL projects	Cliburn/Helgeson	
12.	7-28-06	Giachino/Hanson will edit graphics/update website/communications	Giachino/Hanson	
13.	7-28-06	Add new committee – Water for People	Vaith/Hanson	
14.	7-28-06	Publish positions papers by UC and generate more	Hicks	
15.	7-28-06	Coordinate FWPCOA	Muhaisen	
16.	7-28-06	Kart send email info regarding vendor scholarship endowments	Vaith	
17.	7-28-06	Treasury transition from Chapman & Merchant Account	Holcomb/Hanson	
18.	7-28-06	Develop UC Forum at FWRC	Hicks/Vaith	
19.	7-28-06	Committee to review Website Job Bank/Scholarship Vendors Group	Rapach/Staubus /Helgeson	
		MOTIONS		
	7-28-06	Water for People Donation of \$10,000	PASSED	
	7-28-06	Treasurer's Report Approved	PASSED	
	7-28-06	Operations Challenge Team 2 Funding of \$1500 – this year only	PASSED	
	7-28-06	Additional shirt order of \$5,600	PASSED	

MEETING DATES/LOCATIONS:

FWEA Board of Directors Future Meeting Dates:				Utility Council Future Meeting Dates:			
<i>DATE</i>	<i>DAY</i>	<i>TIME</i>	<i>LOCATION</i>	<i>DATE</i>	<i>DAY</i>	<i>TIME</i>	<i>LOCATION</i>
SEP 15	FRI	9:00 am	Tampa, CH2M Hill	SEP 8	FRI	9:00 am	Boca Raton
NOV 9	THUR	9:00 am	Orlando	NOV 3	FRI	9:00 am	Ocala
DEC 15	FRI	9:00 am	? TBA	DEC 8	FRI	9:00 am	Kissimmee
JAN. 17	WED	1:00 pm	Before Reuse Seminar?	JAN. 30 07 ?	FRI	9:00 am	TBA
FEB. 28	WED	1:00 pm	Before Leadership Retreat ?	FEB. 1, 07 ?	THUR	9:00 am	Possible DEP Day– Tallahassee
MAR 1 & 2	Th/FR		Leadership ?	MAR 16, 07	FRI	9:00 am	TBA
APR 15	SUN	9:00 am	FWRC, Orlando	APR 18	WEDS	9:00 am	Annual Meeting & Breakfast
APR 17	TUE	12 pm	Annual Meeting & Luncheon				