

IOWA WATER ENVIRONMENT ASSOCIATION

EXECUTIVE COMMITTEE MEETING

January 6, 2023

The minutes of the Iowa Water Environment Association Executive Committee Meeting held at Fox Strand in Ames on January 6, 2023.

ITEM I: CALL TO ORDER

The meeting was called to order by President Dan Miers, at 10:04 AM, with the following other Executive Committee members present: Curt Kampman, Darin Jacobs, Lyle Krueger, Lauren O'Neil, Jon Koch, John Ringelestein, Patrick Brown, Drew Lammers, Eric Evans, and Jim McElvogue. Other members present were Taylor Hopper, Mark Jones, Jason Loots, Adib Amini, Jason Kenyon, Mike Roth, and Scott Aurit.

ITEM II: APPROVAL OF AGENDA

It was moved by John Ringelestein, and seconded by Darin Jacobs, to approve the agenda. Motion carried.

ITEM III: APPROVAL OF MINUTES

It was moved by John Ringelestein, and seconded by Jon Koch, to approve the minutes of November 18, 2022. Motion carried.

(Due to time restrictions of the Treasurer, Items 5A, 6C, and 6D were discussed next but will be reported as when they appeared on the agenda.)

ITEM IV: COMMITTEE ACTION/DIRECTION REQUESTS

A. Aims & Objectives

Jim McElvogue reported that the committee will be working on adding the Code of Conduct, DEI language, and possibly Constitution & Bylaws amendment procedures. The committee is in need of more volunteers.

B. Annual Meeting

Abstracts are due January 13th but there are only a few submitted as of today. The Secretary will work with Mark Jones to send out a reminder email. The next IAWEA Executive Committee meeting will be held in Waterloo.

C. Awards

No report.

D. Biosolids

Dan Miers reported that they will hold a conference planning meeting on January 10th. The agenda is nearly complete and the conference will be held at the FFA Enrichment Center at DMACC in Ankeny on March 15th.

E. Collection Systems

Curt Kampman reported that they held their last planning meeting on December 1st. The Collection Systems Conference will be moving to the Quality Inn and Suites in Ames in 2023. The conference will be held March 8-10, 2023. The vendor registration is open now and the regular attendee registration will open soon.

F. Education

No report.

G. Exhibitors

No report.

H. Financial Review

No report.

I. Government Affairs

Eric Evans reported that IAWEA is responsible for planning this year's 4-state meeting with EPA. Eric and Jon Koch are requesting people to identify topics to be added to the agenda.

J. Historian

No report.

K. Industrial Pretreatment

No report.

L. Laboratory Practices

No report.

M. Maintenance

No report.

N. Membership

Jason Loots submitted a written report. Some members have asked about Iowa Only renewals. These renewal notices will be sent by email next week. He continues to try to get more information about videos from DMACC about Water/Wastewater careers and training. Jason has also submitted an application to attend WEFMAX in Canada this year. This will be discussed later in the agenda.

O. Newsletter

Jon Koch requested articles be submitted and letters from the officers as well. The due date for the next issue is March 15th.

P. Nominating

Nothing to report at this time.

Q. Operator Certification

No report.

R. Public Relations/Public Education

No report.

S. Research

Mike Roth thanked the Board for their support of the week-long environmental engineering summer program for high school students. The committee will be meeting soon to discuss the RFP for the 2023 Research Grant(s).

T. Safety

President Miers appointed Tim Runde as the new chair for this committee.

U. Small Communities

Matt Wildman reported that the committee will meet January 18th remotely. If anyone wishes to participate, they may contact Matt and he will provide them with a link. The committee has not met for some time, and they will be discussing future endeavors.

V. Water for People

Taylor Hopper reported on the fundraising in 2022. They are beginning to plan for the Silent Auction and golf outing for the 2023 Annual Conference.

W. Website

Mark Jones reported that he encourages everyone to send him updates to the website.

X. Young Professionals

Jason Kenyon has been appointed as the new chair of the YP Committee. He hopes to inspire younger members to become more involved and help them get acclimated to their new careers.

ITEM V: OFFICERS' REPORTS

A. Treasurer's Report

The Treasurer reported that the IAWEA accounts increased about \$16,400 during 2022. The Annual Conference has about \$9,000 in net income pending any outstanding invoices. The Operators/Pretreatment Conference has a net income of about \$11,000 as of today. The Treasurer has transferred a substantial sum from the Money Market account to special CD's. The Money Market is currently earning 1.5% interest. CD#1 is for 13 months and earning 2.7%. CD#2 is for 7 months and earning 4.25%. It was moved by Jon Koch, and seconded by Darin Jacobs, to accept the Treasurer's report. Motion carried.

B. Secretary's Report

The Secretary reported that WEF still has no idea when their new conference registration system will be ready. That means we will have to continue using RegFox for our conference registrations. That also means we will continue to have to use WEF's database for WEF members and RegFox for Iowa Only members. If we were to use WEF for Iowa Only memberships people would be unable to enroll or renew as Iowa Only members when registering for a conference.

C. Delegates' Report

Eric Evans reported that he is in the House of Delegates work group. Their mission is to determine how the House of Delegates as a whole can better serve WEF and MA's. Jon Koch reported that WEF is working on updating their Policies and Procedures Manual and he provided a couple of copies of their proposed modifications. He also reminded everyone of the Water Advocate Program and encouraged anyone with an interest to sign up.

D: Regional Directors

Region 1: Lyle Krueger reported that Region 1 held their annual meeting on October 26th in Manchester with about 155 in attendance. Matt Bullerman of Calmar was selected as the Operator of the year and he was awarded the free WEF membership that was available.

Region 2: Darin Jacobs reported that Region 2 will soon hold a planning meeting for their spring wastewater-focused conference. Prior planning meetings have been cancelled twice due to weather and once due to illness.

Region 3: No report.

Region 4: Tim Gessert emailed to say he couldn't attend but that he had nothing to report.

Region 5: No report.

Region 6: Drew Lammers reported that they will hold a planning meeting next week. Their spring meeting is tentatively scheduled for May 3rd at the Terry Trueblood Recreation Area in Iowa City.

E: Correspondence

Dan Miers reported that IAWEA received a thank you card from the ISU Student Chapter for supporting them with funds for their meetings.

ITEM VI: DISCUSSION/ACTION ITEMS

A. Treasurer Duties and Replacement Ad hoc Committee Report

Patrick Brown reported that he has sent out a draft RFP for an outside provider to provide certain duties of the Treasurer. He invites all interested to provide feedback on the draft. John Ringelestein suggested that the task of preparing reports to the Executive Board be dropped from the proposed services as those are fairly easy and should remain the duty of the Treasurer. John will pass along some other comments he has as well as confirming due dates for some of the tasks. Patrick will try to finalize the draft RFP and bring it back to the Board at the next meeting.

B. Draft Budget

The Treasurer distributed copies of the proposed budget which included a minor increase of about \$7,000 for the environmental engineering summer program. The stipend for the YP Committee was increased from \$300 to \$500. It was moved by John Ringelestein, and seconded by Jon Koch, to approve the 2023 budget as amended. Motion carried.

C. DEI Committee

Adib Amini gave a presentation on the proposal to establish a standing DEI Committee for IAWEA. He provided draft language to include in IAWEA's Manual of Policies and Procedures. The main purpose is to promote diversity, equity, and inclusion within IAWEA and the wastewater industry. Some suggestions about the committee composition and also the Executive Board liaison(s) were made. Scott Aurit provided background on the experience of the Nebraska Water Environment Association and how they went about establishing their DEI Committee. President Miers formally established an ad hoc DEI Committee naming Adib Amini as Chair. Several people volunteered to serve on the committee and Adib was encouraged to recruit more as needed. The DEI Committee's immediate charge was to finalize the Committee definition and scope.

D. Other #1

Adib Amini reported that Iowa Section AWWA would like to participate in the support of the week-long environmental engineering summer program for high school students. Their support would be in addition to the funding already authorized by IAWEA. The consensus was that this would be acceptable.

E. Other #2

The Secretary brought up the subject of WEFMAX attendance. Those authorized to attend were encouraged to spread out their registration to allow IAWEA to be represented at multiple locations. It was moved by Darin Jacobs, and seconded by Jon Koch, to approve Jason Loots attending a WEFMAX. Motion carried. It was moved by Jon Koch, and seconded by Darin Jacobs, to approve Mark Jones attending a WEFMAX in place of the current Secretary. Motion carried.

ITEM VII: CONCENSUS & ASSIGNMENTS

Attendees were reminded to take note of their various assignments.

ITEM VIII: ADJOURNMENT

President Miers declared the meeting adjourned at 12:16 PM.

Respectfully submitted,

Jim McElvogue, IAWEA Secretary