

**NEVADA WATER ENVIRONMENT ASSOCIATION  
MONTHLY EXECUTIVE BOARD MEETING**

**DRAFT Minutes**

Wednesday, December 17, 2008 -11:30 am – 1:00 pm

North – SPB Utility Services  
430 Stoker Avenue #207  
Reno, NV 89503  
775-329-7757

South – MWH  
3010 West Charleston Blvd. Suite 100 - Las Vegas, NV 89102  
Phone (702) 878-8010 - Fax: (702) 878-7833

**Conference Call # 1-866-203-7023 ID# 6579350**

Present

North Gary Hutchison, Stephen Long, Linda Peterson, Michael Drinkwater, Jennifer McMartin, Starlin Jones

South Leslie Long, Jay Peterson, Jill Christiano, John Solvie, Greg Turner, Jake Jacobson, Dave James, Stephanie Stallsmith, Mary Carr Portillo, Tom Rura, Rudy Rincon, Bill Shepherd, Margaret Regan, Angela MacKinnon, Jeff Mills

1. Review and Approval of NWEA Board Meeting Minutes of November 12, 2008  
It was agreed that the November 12<sup>th</sup> minutes be presented at the January meeting.
2. Board Reports – Voting Officers  
Past-President, Leslie Long - Requested that the Conference Committee Chairperson's please try to find Speakers for the conference.

President, Linda Peterson - No Report.

President Elect, David James – Comments under conference section.

WEF Delegate, Rick Warner – No Report.

PWO Representative, Charles Trushel – Recommended canceling Operators Challenge for 2009.

WEF PWO Delegate, Starlin Jones – Informed the Board he may have to step down from PWO Delegate due to cut backs. The Board will look into possible ways to pay travel expenses for WEF Delegates. The Board would like to keep Nevada active at the National Level. This topic will need further discussion at the next meeting. **Action Item**



Secretary, Stephen Long – Preparing for the NDEP Mixer at Old Reds 395 Grill in Carson City on February 19<sup>th</sup>; \$1800 budget.

3. Treasurer's Report – Gary Hutchinson
  - a. Executive Account Balance - \$40,000
  - b. Certification Board - \$17,000
  - c. Reserve Account -\$ 25,000 + interest
  - d. WEF Membership renewals (any money coming in)

Approval of Treasurer's Report – Dave James motioned to accept the report, Stephen Long second, motion carried.

4. Conference Report - NWEA Conference Committee: Jake Jacobson, Leslie Long, Tom Rura, Dave James

Notes from meeting with Maureen “Mo” Robinson at South Point Hotel, Las Vegas, Nevada 11/26/2008.

#### **Room Charges**

- a) Exhibit Hall \$5,000 per bay per day, (Hall C is a bay, Hall D is a bay). Mo will charge ½ of the price; final cost \$5,000 /day for both C and D bays.
- b) Meeting room space will be “comp’d” for Cypress, Joshua, Palm and Redwood rooms; (\$500 per day per room).
- c) Mo will work with the Committee on the meeting room move-in charges.
- d) Hotel Rooms
  - Attrition is waived. (Attrition means if *less* than the 80% contracted room block is filled, we have to pay for that many). Hotel rooms will be “run of the house” at \$80 per day.
  - There will be one hotel room “comp’d” for each 50 rooms booked.
  - There is a possibility that Mo may “comp” up to 10 rooms for conference staff; this has not been confirmed yet.

#### **Food Costs**

- a) Service charge for any food order for less than 50 people. (\$ amount not specified).
- b) Gratuity will be 19%; document tax-exempt status to waive the 7.75% sales tax.

#### **Auxiliary fees**

- a) Internet fees will apply for access in the meeting rooms if needed. There's an on-site representative for Cox communications who handles this. We should contact the Cox representative for pricing
- b) Shipping Charges will be comp'd; NWEA needs to notify Mo as to how many boxes will be shipped to South Point.
  - Vendors will pay a per box cost. Big equipment vendors will directly contact the Decorator.
  - Small vendors can go through the front door with a pop-up on a cart at no charge.

- c) A/V rental cost for in-house screens or we can bring our own at no charge.
- d) Pipe and Drape (decorating). South Point does not supply pipe and drape. Mo will provide a list of decorators to work with.

### **Event Capability**

- a) Mike Maniac who manages the bowling alley is willing to work with NWEA to coordinate a bowling tournament. He indicated there are leagues until 8:30 or 9:00 p.m. on Tuesday, April 14, 2009, so 9:00 p.m. would be the start time.

**B1.** Dr. Dave James reviewed conference schedule and e-mailed it out; work in progress.

**C1.** Issues: travel restrictions and splitting conference location between the North and South. It's been noted that overall conference participation is down 20% to 30 %.

**D1.** Review and finalize contract for the conference in April 2009.

**E1.** Consider a Specialty Conference, 104G Workshops, and Video Conferencing

- a) What do people / organizations want and what they will support
- c) Web based broadcasting at set locations such as Truckee Meadows Water Reclamation Facility Training Center; seating 10 to 40 people. Provide a facility down South (Clark County Facility) with the actual training coming from video conferencing.
- d) Possible Topics: Pump Class, Saving Money, Disinfections, Pharmaceuticals, BNR Treatment/Activated Sludge, Reuse, Endocrine Disrupters, CUE and Certification/NDEP updates.
- e) Special training for Grades III and IV Treatment, Maintenance, Collection and Laboratory Certifications.

**F1.** Special Meeting on January 5<sup>th</sup> at 10:00 a.m. to discuss the April 2009 Conference; notes to follow.

## 5. NWEA Operations Committee Reports

### Certification Board

Jennifer McMartin and John Solvie would like the NWEA to continue offering the State Certification Testing during the conference and advance training for Grades 3 and 4 level certifications. Jennifer suggested that Thank You letters be sent to all who help support the Certification Program. The Board agreed and a letter will be drafted. Discussed and requested approval to amend policy requirements for licensing regarding "gray area" for reciprocity and other minimum requirements for CEU's and training. Linda Peterson made a motion and Gary Hutchinson second, motion carried to approve CEU policy amendment. Exam reviews will be discussed at a future meeting.

Bill Shepherd's position on the Certification Board has expired. Dave James made a motion to extend Bill Shepherd's position as Chair until June 30<sup>th</sup>, 2009, pending a formal election under Bylaw requirements. Gary Hutchinson second, motion carried.

### Association of Boards of Certification

John Solvie reported that ABC's Bylaw amendments were overwhelmingly passed by the membership. This will reduce the size of ABC's Board of Directors from 29 to 13 starting in 2010. Everything is on track for ABC's Annual Conference next month in La Quinta, CA. ABC's conference registrations are currently down 31% from this same time last year.

- Constitution & Bylaws, Dave James – no report.

### 6. Services to Members and the Public - Communications

Publications, Mark Briggs – no report

- Website, Suey Huey – no report but check out the new Website, *it rocks*.

### Membership Development

- Northern NV, Stephen Long – Membership, no report
- Southern NV, Thomas Rura – no report
- Young Professionals - Northern NV, Candice Siwarga – no report
- Southern NV, Hannah Wilner, Angela MacKinnon - trying to get a Student Chapter started at UNLV.

### Professional Development and Continuing Education

- Tri-State Conference - Bruce Dacko, Eric Leveque, Dave Ruegge and Jake Jacobson. Jake gave the report: The first Board meeting was held; Tri-state is going to be held Tuesday, September 22<sup>nd</sup> thru Thursday, September 24<sup>th</sup>. There's a possibility that Tri-state might have to change dates in the future; the new dates will make it easier to book the program someplace else. Cost for attendees is \$75.00 and \$650.00 for vendors. This is the 25<sup>th</sup> Year of Tri-state and we're hoping to have a big party the first night. A \$20,000.00 check from Tri-state will be coming soon.
- Circuit Rider, Linda Peterson/Starlin Jones - No report
- College of Southern Nevada, Bill Shepherd – Continuing the program; classes are available; one summer class will be offered.
- Professional Development, Northern NV, John Buzzone – No report
- Southern Nevada, Margaret Regan – thanked John Solvie for the information on the future Web cast training WEF will be holding. MWH will be offering Wastewater Treatment Plant Hydraulics for Professional Development Hours on January 14<sup>th</sup>. Check with MWH for list of future classes. Cost \$155.00 per site.

### Public and K-12 Outreach

- Public Education, Northern Nevada, Dave Bruketta, Candice Siwarga – No report
- Southern Nevada, Maria Stosich – Jill Christiano looked at old video/DVD and prepared a list of schools for review.
- Stockholm Junior Water Prize, Maria Stosich, Jill Christiano – No report
- Water for People, Vacant Chair.

### Topical Committees

- Safety Committee, Rudy Rincon – No report

- Collections Committee, Stephanie Stallsmith, Kent Vian, Jake Jacobson, and Tom Rura – Use Safety Chair as a fill-in slot during conference. Have 8 classes for Collection Section of the conference. Include: Combination Truck Hydro Jetting, Condition Assessment, Rehab Tech, Odor Control, Force Main, Lift station, Customer Complaints and SSO Response; full load.
- Nonpoint Source Committee, Angela MacKinnon and Candice Siwarga – trying to find a presentation; possibility a presentation from NDEP or Storm Water Monitoring Program; Clark County Water Management Plan is in Phase III and could be talked about.
- Reuse Committee, Gary Grinnell, Holly McNaught, Mary Carr Portillo
  - a) Reuse Nevada .....Northern Nevada, Dewayne Smith – Would like a Reuse Section to be added to the conference; will need further discussions.  
 .....Southern Nevada, Mary Carr Portillo – same
  - b) Water Reuse Association, Michael Drinkwater – along with the EDC and Pharmaceuticals issues the industries have to deal with, public outreach is becoming a very important part of water reuse. Michael feels that the North needs to be closer to the South in how it views this problem; Bill Shepherd will get with Michael for further discussions.
- Cal/Nevada AWWA Liaison, Gary Grinnell – No report.

7. Old Business – None

8. New Business – None

9. Next Meeting Date - Proposed date, Thursday, January 22, 2009

Proposed Locations -           North – SPB Utility Services  
   430 Stoker Avenue, #207  
   Reno, NV 89503  
   775-329-7757

  South – MWH  
   3010 West Charleston Blvd. Suite 100  
   Las Vegas, NV 89102  
   Phone (702) 821-4344

10. Adjourned – 12:50 p.m.

Respectfully Submitted By  
 Stephen Long, Secretary