



Professionals Dedicated To Arizona's Water



Board of Directors Meeting Minutes
May 20, 2022

CALL TO ORDER

The following represents the Board members in attendance at the meeting, which was held in-person and via Teams Meeting:

<u>Board Members:</u>		
President	Mike Worlton	Present
President Elect	Jeanne Jensen	Present
Vice President	Alan Forrest	Present – V
Secretary	Mike Caruso	Present
Treasurer	John Masche	Present (partial) – V
Past President	Brandy “Bandy” Kelso	Absent
AWWA Director	Asia Philbin	Present – V
WEF Delegate	Tom Galeziewski	Present
WEF Delegate (at-large)	Patty Kennedy	Absent
Director	Craig Caggiano	Present
Director	Karla Guerra Camou	Present
Director	Anupa Jain	Present – V
Director	Jason Joynes	Present – V
Director	John Kmiec	Present – V
Director	Lisa Melton	Present
Director	Nashita Naureen	Present
Director	Art Nunez	Present
Director	Lisa Snyders	Present – V
AZ AWWA Trustee (at-large)	Amanda Jones	Absent
AZ AWWA Trustee (at-large)	Andrea Odegard-Begay	Present
<u>Staff:</u>		
Executive Director	Suzanne Durkin-Bighorn	Present
Association Coordinator	Shana Schwarz	Present – V
<u>Guests:</u>		
Sarah Higgins-Hubbard (partial)		
Marsha Miller (partial)		

1. Call to Order

- a. Call to Order / Roll – 10:23am
 - i. Roll was called, a quorum was present.
- b. Presentation of the March Minutes –
 - i. Minor revisions were noted by Tom G and incorporated.
- c. Presentation of the April Minutes – morning & afternoon meetings

Motion by Tom G, second by Andrea to approve the March AZ Water Board Meeting minutes as presented. Motion passed by verbal acclamation.

2. Board Meeting Consent Agenda

- a. Potential to take typical reports & go to consent agenda; would be to have a deadline to post something to the agenda.
- b. But most report outs are not required for approval
- c. Keep consent ... Strategic plan ... supports that doesn't have a debate; already have a board consensus for direction.

3. 2022 Conference Review

- a. Strong turnout – full program and folks did a ton to make it successful (Lisa, Towanda, Lisa, Sarah, among many)
- b. 2250 registrants; 2079 checked in (2/3rds paid).
- c. Challenges – COVID hangover, 2 year layoff, new ideas – mobile sessions, manufacturer's track / scavenger hunt
- d. 300 more registrants than budgeted – 230 booths but a little less than planned; \$810k revenue
- e. Conference 60+% excellent – 35+% good; will attend next year - ~75% yes; >20% maybe
- f. Conference pictures were very good -
<https://agnesartphoto.pixieset.com/azwaterconference2022/>
- g. Food is still something left to be desired
- h. Most people like in-person only ... ~20% said having a hybrid would be desired
- i. Good praise to moderators
- j. 55% of attendees only attend the conferences ... most get all PDHs they need
- k. 66% don't want to get involved w/ AZ Water
- l. Post-conference recording of "best" conference sessions ... offer PDH package to all for summer sessions ... consider asking moderators to nominate a "best" of their track
- m. could do AV for panels as well

4. Washington DC Fly-in Review

- a. Sarah (WEF sponsored YP attendee) presented DC Fly-in; discussion topics – Cybersecurity, PFAS, appropriations, water reuse technologies
- b. Met w/ staff of Stanton, Gallego, Kelly (Joe Russel) & Biggs
- c. AZ Water reps important to be people staffers can look to answer questions

*Items in Executive Session

**Items heard out of order

- i. Alternative water source grants pilot program - \$25M ... attributing Kelly's sign-on to our visit
- d. Lessons learned - Didn't meet with all AZ reps ... communication gap w/ COP person helping set up meetings. Should try and meet w/ offices to follow up for virtual call.

5. Board-Council Liaison Assignment Review

- a. Assignments of Board Director liaisons to Councils
 - i. Advocacy Council – Kmiec, Jain, Melton
 - ii. Environmental Council – Caggiano, Guerra
 - iii. Education Council – Snyders, Naureen
 - iv. Member Involvement Council – Nunez, Camou
 - v. Infrastructure Council – Joynes, Snyders, (TBD)
 - vi. Social Justice – (TBD)
- b. Need more / better succession planning for committee chairs; past chair / president-elect for engagement ... have better engagement as liaison to JEDI
- c. Recognition / engagement for members – haven't recognized outgoing chairs or volunteers ... awards committee? Challenge or kindness coin / pin for recognition for exceptional volunteer service (could do it annually, informally at conference, etc.). Once per year could do volunteer recognition dinner / social; could highlight on website /
- d. Have committee chairs have a list of committee members' who could

6. Retreat Planning Updates

- a. July 22-23, 2022 @ Little America Hotel
- b. Will send the save the date to all council / committee chairs (need assistance from board liaisons)

7. Communication Protocols

- a. Worlton mentioned the need to have more consistency in communications ... both as representatives of AZ Water and with AZ Water staff.
 - i. Includes email / social media communication
- b. AZ Water Operations manual has not been widely circulated to Board (will be done). Desire is for AZ Water Board members to know the Ops manual and give direction to council / committee chairs for protocols.
- c. Previous communication protocol had been identified pre-COVID for formal responses to media requests, etc. – to have the Exec Director identify “right” subject matter expert (SME) and have SME work with a dead president to create the AZ Water statement.
 - i. Desire to include a final step to include current President / Exec Director after draft final statement created.

8. Strategic Plan Update

- a. Marsha Miller presented updated simplified strategic plan
- b. Vision statement added “resilient”
- c. Desire for Board to review and comment; will upload “track changes” version to show how the 5 headings and sub-bullets were split up between them

9. AWWA Delegate Report

- a. AZ AWWA Update
 - i. Fly-in – see #4; desire to identify / sponsor a YP for 2023
 - ii. AZ Water @ ACE22 – host a happy hour and invite AZ attendees
 - iii. Board to review Report materials / supplements from AZ Water Director report from AWWA
 - iv. Jeanne, Clayton, Gretchen, Eric Braun meeting to discuss possibility of Arizona Water Utility Council
- b. AWWA Updates
 - i. Water 2050 – see link
 - ii. Four main sections of AWWA strategic plan updates – see report for in depth look at Member Engagement & Development – 50k member goal
 - iii. ACE22 – San Antonio June 12-15
 - iv. Want AZ Water’s website to change “serves” to “manages” in relationship w/ AZ AWWA

10. WEF Delegate Report

- a. Conference Representatives: Diego Rosso – WEF Board Trustee; Kelsey Hurst – WEF Staff / MA liaison – enjoyed their time
- b. EPA Financial Capabilities Assessment – affordability criteria included
- c. Fly-in discussed above #4
- d. WEFTEC – New Orleans 10/8-12/2022
- e. WEFMAX (Hawaii – Patty, Mike & Nashita attended), SC (Tom, John & Nashita attended), ND, virtual – free for BoD members) – see report
- f. Strategic Plan Update – nearing end of Envision Phase; planning on-going thru July 22
- g. Member Code of Conduct – see Aug 2021 handouts; encourage MA’s to update policies
 - i. Needs to be conspicuous on the AZ Water website
- h. Leadership series – July – DE&I; Aug – Outreach, others TBD
- i. HOD Workgroup – MA Grant 2nd round due 6/24; need Water Advocates; good podcasts available; see report for information & links
- j. Upcoming 2022 events – see report

11. Tri-State Update

- a. Conference 8/9-11/2022 South Point Hotel & Casino in Las Vegas; registration to open in May
- b. Sponsorships / exhibitor (470 booths sold out in 10 minutes) / attendee registration now open
- c. Board meeting 6/3/22
- d. AZ Water Board interested in obtaining list of participating cities

12. Treasurer Report

- a. Fiscally sound; \$1.3M total; \$615k – special activities; \$691k – general purposes
- b. snapshot - \$~165k checking; ~\$241k savings; AZ AWWA \$95k; CC balance \$23k
- c. Vanguard scholarship - \$276k (\$28k loss since 12/31/21); Vanguard general - \$418k (\$27k loss since 12/31/21)

*Items in Executive Session

**Items heard out of order

13. Coordinator Report

- a. Manually updating membership database – 20% increase in members / expired members compared with a year ago
- b. Conference support
- c. Website overhaul – Your Membership continued redesign

14. Executive Director Report

- a. WFP Run for World Water 5K raised ~\$12k (half for WFP)
- b. WEF Grant proposal – to be sent to Tom G for review
- c. Q2 Kachina articles due 4/1
- d. \$500 – Co-sponsor of Northern AZ Hydrological Society – in Flagstaff
 - i. Representative O’Halloran will do a kachina article
- e. 2023 AZ Water Conference & Exhibition will be May 9-11, 2023. Will continue to coordinate with AWWA & WEF to better plan 2024 and beyond dates for future conferences to avoid annual changes to conference dates.
- f. See report for additional items

15. Executive Session

No executive session.

Board Meetings

- a. All Board meetings (with the exception of retreat in July & conference in May) will have in person (mainly at GHD) and virtual element. September planned for Tucson and February for Marana.
- b. Exec Board meeting will remain all virtual; invitations to be sent separately

The meeting to adjourn motioned by Tom Galeziewski, second by Craig Caggiano; minutes were recorded by Mike Caruso.

Action Item Review			
Due Date	Item	Responsible	Status
Deferred	Food and Beverage Policy	Masche	Postponed
Deferred	Utility Forum Committee (UFC) – Solicit Interest	Freed/Thomure	Delayed

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**Items heard out of order