



RMSAWWA October 13, 2011 Officers & Committee Chairs Meeting Summary

Meeting Time/Location:

- October 13, 2011, 4:00 p.m.
- Great Northern, 8101 E Belleview Ave, Ste. E, Denver, CO

Attendees:

Name	Position	Name	Position
Elizabeth Carter	<i>Chair</i>	Steve Frank	<i>Joint Publications Chair</i>
Joe Cowan	<i>Chair -Elect, SECTORS</i>	Jim Ginley	<i>Joint Utility Management Chair</i>
Kevin Bergschneider	<i>Past Chair</i>	Steve Grooters	<i>Water Treatment Committee Vice Chair</i>
Mary Presecan	<i>Vice Chair</i>	Ann Hall	<i>Admin Manager</i>
Sarah Dominick	<i>Treasurer</i>	Dave Hoagland	<i>Action Now Co-Chair</i>
Ryan Walsh	<i>Secretary</i>	Vicki Jones	<i>Joint Education Council Chair</i>
Martin Garcia	<i>Section Director</i>	Craig Kisse	<i>Cheyenne BOPU</i>
Mike Berry	<i>Trustee, JEC</i>	Sean Lieske	<i>CWUC Chair</i>
Melissa Essex Elliott	<i>Trustee</i>	Barb Martin	<i>Small Systems Chair</i>
Tod Phinney	<i>Trustee</i>	Peter McCormick	<i>Water Treatment Chair</i>
Bud Spillman	<i>Trustee</i>	Katy Mouzakis	<i>School of Mines Student Chapter President</i>
Chelsea Billingsley	<i>Joint YP Committee (Communications)</i>	Lela Perkins	<i>Bylaws Chair, Student Chapter Coordinator</i>
Karen Burgi	<i>Awards Chair</i>	David Pershing	<i>Customer Service Chair</i>
Ari Copeland	<i>AWWA Engineer</i>	John Rehring	<i>RMWEA President</i>
Jan Cranor	<i>Action Now Co-Chair</i>	Jeannine Shaw	<i>Conservation Chair</i>
Stephanie Elliott	<i>Membership Chair</i>	Cal Van Zee	<i>Water Distribution Chair</i>
Melanie Fahrenbruch	<i>SECTORS</i>	Michelle Wind	<i>CWUC Vice Chair</i>
Paul Fanning	<i>Communications Chair</i>		

Call to Order and Introductions

- Elizabeth Carter called the meeting to order at 4:12 p.m. It was determined that a quorum of the Board was present.

Approval of September 2011 Meeting Minutes (Ryan Walsh)

- Posted on RMSAWWA Website under Meetings Page

A motion was made by Kevin Bergschneider and a second by Mary Presecan to approve the minutes of the September 19, 2011 RMSAWWA Board Meeting. Carried.

Orientation Presentation (Elizabeth Carter, Joe Cowan, Sarah Dominick, Vicki Jones, Kevin Bergschneider, Paul Fanning) (1.25 hours)



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Director's Report (Martin Garcia)

- Gene Koontz had a great time visiting our section conference, and he would like to thank everyone for hosting him. When his report is available Martin will circulate it to the officers.
- A reminder was made of the upcoming changes in dues and life membership. Individual dues will increase by \$5. Students will see no increase. Larger utility and service providers will see an increase as well. Life membership will go away, except that existing life members will remain life members but will have to pay dues.
- AWWA is rolling out "communities of interest" on their website. The first to come out is conservation, which came out this week. If anyone has suggestions for improvement, please send them to Susan Franceschi. Other communities in the works are customer service and desalination. One or the other should be out by the end of the year.

Treasurer's Report (Sarah Dominick)

- Financial Report

Account	Balance - Sept 8, 2011	Balance - Oct 5, 2011
RMSAWWA Checking	\$116,516	\$98,249
WFP Checking Account	\$37,498	\$37,848
Investment Fund Account	\$137,908	\$125,881
Bond Fund Account	\$156,859	\$156,512
Warner Scholarship	\$61,613	\$55,728
Wells Fargo (Conf Acct)	\$9,997	\$9,997
Wells Fargo (Conf Savings Acct)	\$69,145	\$69,170

- Treasurer provided reason for noteworthy changes in account balances
- AWWA bookstore funds for the Section have been spent for 2011.

Get Into Water Grant Report (Joe Cowan) Postcards are available to those who may be interested in Get Into Water. Jim Ginley provided information on the Supervisory Leadership Certificate Program which is under development. Report attached.

Committee Reports:

Committee	Chair	Report Attached
Action Now	Jan Cranor & Dave Hoagland	Yes
Audit & Finance	Mary Presecan	
Awards	Karen Burgi	
Bylaws	Lela Perkins	
CO Water Utility Council	Sean Lieske	Yes
Communications	Paul Fanning	Yes
Conservation	Jeannine Shaw	Yes
Customer Service	TBD	
Membership	Stephanie Elliott	Yes
Nominating	Kevin Bergschneider	
Water Distribution	Cal Van Zee	Yes
Water Treatment	Peter McCormick	Yes
Joint Conference Management	Dale Butler & Greg Woodward	



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Joint Conference Site Selection	Jill Peterson	Yes
Joint Education Council	Vicki Jones & Mike Berry	Yes
Joint Leadville School	Jim Medlock	
Joint New Mexico Involvement	Bob Paulette	Yes
Joint Publication	Jason Mumm & Steve Frank	Yes
Joint Small Systems	Barb Martin	Yes
Joint Technical Activities	Steve Polson	
Joint Utility Management	Jim Ginley	
Joint Water for People	Emily Allen	
Joint Water Reuse	Matt Hayes	
Joint Young Professionals	Heidi Bauer & Mark Whitlatch	
Student Chapters		

- **Action Now** (Jan Cranor & Dave Hoagland) – October 27th workshop in La Junta. [see attached report]
- **Awards** (Karen Burgi) – Let Karen Burgi know if you are making any changes to awards information for next year. Karen was congratulated for winning the Fuller Award.
- **Bylaws** (Lela Perkins) – The Bylaws have been sent onto AWWA for final approval in January 2012.
- **Colorado Water Utility Council** (Michelle Wind) – Topics of interest at the October meeting were low flow toilet legislation, nutrients, Regulation 100 and waste impoundments. The CWUC Executive Committee unanimously approved the revisions to the bylaws. [see attached report]
- **Communications** (Paul Fanning) – They have a few new members on the committee and they will be looking at the social media piece and working on the joint committee website. [see attached report]
- **Conservation** (Jeannine Shaw) – They are working on finalizing the user agreement with PNWS to purchase materials. Jeannine has been invited by New Mexico Conservation Alliance to attend their meeting in Rio Rancho on November 17 to talk about RMSAWWA Conservation Committee Activities and how they can get involved. [see attached report]
- **Customer Service** (Dave Pershing) – Dave Pershing recently became chair of the committee. They continue to plan for four workshops annually (February, May August and November).
- **Membership** (Stephanie Elliott) – The Facebook page is up and running and she encouraged everyone to be a friend of the page. Photos of recent events have been posted on the page. Please RSVP and plan to attend the member appreciation event on November 3 at the Milwaukee Street Tavern from 5 to 7 p.m. A reminder that all committee chairs and members need to be current with their membership in AWWA. We are participating in a student challenge and need 40 more new student members by the end of the year. [see attached report and flyer]
- **Water Distribution** (Cal Van Zee) – The committee met today and is working on the plans for their December 8th workshop in the Denver area. [see attached report]
- **Water Treatment** (Peter McCormick) – They had 43 attendees at their workshop today. Pete was congratulated on winning the Outstanding Committee Chair Award. [see attached report]



RMSAWWA October 13, 2011 Officers & Committee Chairs Meeting Summary

- **Joint Education** (Vicki Jones, Mike Berry) – Highlighted the Critical Information Packet earlier in the meeting. The surveys conducted in June are on the JEC webpage. [see attached report]
- **Joint Leadville School** – Registration was lower in 2011 but still earned a small profit.
- **Joint Publication** (Steve Frank) – Reminder that lead time for an eBlast is 7 days, lead time for eRumbles is 7 days and *Rumbles* requires a 60 day lead time.
- **Joint Small Systems** (Barb Martin) – The committee is working with Joint Utility Management Committee to put on a 'Keys to Effectively Managing a Small or Medium Utility Workshop' on November 10 in Pueblo.
- **Joint Utility Management** (Jim Ginley) – Working on the Grand Junction Conference, Sectors work on Knowledge Management, developing the Supervisory Leadership certificate program, and working with JSS to host the Keys to Effectively Managing a for Small or Medium Utility Workshop in Pueblo on November 10.
- **Joint Water For People** – Plan to shop at Ten Thousand Villages in Cherry Creek North on November 10 from 5 to 8 p.m.
- **Joint Young Professionals (Chelsea Billingsley)** – A YP tour and happy hour was held last month and was well attended. They will be helping with the 9Cares Colorado Shares Food Drive. A Broncos Football night is planned for Thursday, November 17.

Unfinished Business

- Assessment Update - (Mary Presecan, Elizabeth Carter, Martin Garcia, Jim Ginley, Joe Cowan, Paul Fanning, Melissa Elliott, Kevin Bergschneider) a meeting will be planned within the next two months to discuss how to move forward.
- Grand Junction Water & Wastewater Conference (Mike Berry) – Discussions and positive feedback has continued regarding the details of the Grand Junction Conference in March 2012 and how Grand Junction employees will be charged. Further discussion will take place at the November 4 JGB meeting.
- Organization of ACE2013 Local Host Committee - Kevin Bergschneider and Martin Garcia will be Co-Chairing the Committee. They are organizing and planning for the initial meeting and will be looking for committee members.
- Update on the Education Business Plan and CDPHE Statement of Work (Elizabeth Carter) A summary was distributed and is attached to the minutes.

A motion was made by Joe Cowan and a second by Mike Berry to allow Elizabeth Carter and Sarah Dominick to sign the contract in the amount of \$83,381 with CDPHE for the development of an administrative framework for Colorado's 2015 Public Water System Training Strategy. In addition, RMSAWWA will provide \$7,500 of in-kind cash to support the project during 2012.

- Apogee contract for *Rumbles* is being reviewed and finalized.
- A Survey is being planned for Operators (Elizabeth Carter, Mike Berry)

New Business

- Budget Requests (Sarah Dominick)
 - Budget request forms are due on October 20 to Sarah Dominick & Ann Hall
- Social Media update (Stephanie Elliott) - Facebook address is www.facebook.com/rmsawwa.



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Meeting Summary

- Discussion took place on the Joint Conference Site Selection Committee recommendation for the Loveland site in 2015 and Keystone in 2016. A comment was raised regarding the growing number of attendees and the potential to grow out of venues.

A motion was made by Melissa Elliott and a second by Bud Spillman to approve the updated CWUC Bylaws. Carried.

Announcements and Upcoming Events

- Next meeting is Friday, November 4, 2011 in the Cheesman Room of the Three Stones Building at Denver Water.
- See your meeting schedule in the Section Handbook. Elizabeth Carter will be sending Outlook reminders for the meetings.
- RMSAWWA Membership Appreciation Night, Milwaukee Street Tavern, November 3 5:00 to 7:00 p.m., RSVP by October 28.
- Benefit Shopping Event with Ten Thousand Villages, November 10, 2011 5-8 p.m. at Cherry Creek North
- YP Event - Thursday, November 17, 2011 Broncos Football Night
- 47th Annual Water Resources Conference, November 7-10, 2011, Albuquerque, NM
- Water Quality Technology Conf. & Exposition, November 13 - 17, 2011, Phoenix, AZ
- YP Summit, January 30, 2012, Miami, FL
- WFP Theme Dinner, Friday, March 2, 2012

The meeting was adjourned at 6:15 p.m. by general consent.

Respectfully Submitted,

D. Ryan Walsh



RMSAWWA

October 13, 2011 Officers & Committee Chairs Meeting Summary

Distribution:

John Albert	Sarah Dominick	Emily Huth	John Rehring
Emily Allen	Ryan Duvé	Vicki Jones	Kirk Reimann
Jeremy Anderson	Jamie Eichenberger	Tye Jordan	Sylvia Rottman
Andy Andreatta	Melissa Essex Elliott	Janet Leavitt	Jeannine Shaw
Jason Assouline	Stephanie Elliott	Sean Lieske	Danielle Shipley
Heidi Bauer	Melanie Fahrenbruch	Lee Linden	Sonja Sjoholm-deHaas
Kevin Bergschneider	Paul Fanning	Barb Martin	Andrea Song
Mike Berry	Susan Franceschi	Pete McCormick	Bud Spillman
Angela Bielefeldt	Steve Frank	Jim Medlock	Edyta Stec-Uddin
Kyria Bosma	Terry Franklin	Jim Miller	Jim Tallent
Jonathan Brant	Martin Garcia	Tom Mountfort	Alejandra Tarrell
Karen Burgi	Randy Giffin	Katy Mouzakis	Jennifer Teerlink
Dale Butler	Jim Ginley	Jason Mumm	Cal Van Zee
Natalie Cannon	Josh Goldman	Bob Paulette	Jo Ann Vold
Ken Carlson	Steve Grooters	Lela Perkins	Ryan Walsh
Elizabeth Carter	Ann Hall	Jill Peterson	Mark Whitlatch
Tzahi Cath	Mark Hartman	David Pershing	Greg Woodward
Lee Cesario	Matt Hayes	Tod Phinney	
Emily Coll	David Hoagland	Dave Pier	
Joe Cowan	Kerry Howe	Steve Polson	
Jan Cranor	Frank Huang	Mary Presecan	



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**MOTIONS MADE AT RMSAWWA OFFICERS
AND COMMITTEE CHAIRS MEETING
October, 2011**

ITEM NO.	MOTION	APPROVED
1	Call Meeting to Order	Yes
2	Approval of September 2011 Meeting Minutes	Yes
3	Approve the Joint Conference Site Selection Committee recommendation for the Loveland site in 2015 and Keystone in 2016	Motion not necessary
4	Allow Elizabeth Carter and Sarah Dominick to sign the contract with CDPHE for \$83,381 plus \$7,500 of in kind to develop an administrative framework for training	Yes
5	Approval of updated CWUC Bylaws/Operating Procedures	Yes

**ATTACHMENTS
October, 2011**

ITEM NO.	LIST OF MEETING ATTACHMENTS	PAGES
1	October 2011 Agenda	3
2	Get Into Water Upcoming Changes, Programs, Tools and Research	2
3	Committee Report (from original agenda)	13
4	Membership Appreciation Night flyer	1
5	CWUC Operating Procedures	5
6	RMSAWWA 2012-2014 Education Business Plan Update 10/13/11	1
	Orientation Presentation (available upon request)	

**ACTION ITEMS
October, 2011**

ITEM NO.	LIST OF ACTION ITEMS	DUE DATE
1	Signed Code of Ethics and Conflict of Interest Policy page to Ryan Walsh. All.	ASAP
2	Submit budgets to Sarah Dominick. All RMSAWWA Committees and Joint Committees that must submit budget to RMSAWWA Treasurer.	10/20
3	Apogee contract vote at next JGB meeting	11/4



RMSAWWA

October 13, 2011 Officers & Committee Chairs Meeting Agenda

Meeting Time/Location:

- October 13, 2011, 4:00-6:00 p.m.
- Great Northern, 8101 E Belleview Ave, Ste. E, Denver, CO in the Caboose Room

Call to Order and Introductions

- Quorum
- Agenda Additions

Approval of September 2011 Meeting Minutes (Ryan Walsh)

- Posted on RMSAWWA Website under Meetings Page

Will need a motion and a second to approve the minutes of the September 19, 2011 RMSAWWA Board Meeting.

Orientation Presentation (Elizabeth Carter, Sarah Dominick, Joe Cowan, Mike Berry, Kevin Bergschneider, Paul Fanning) (40 min.)

Director’s Report (Martin Garcia) (5 min.)

Treasurer’s Report (Sarah Dominick) (5 min.)

- Financial Report

Account	Balance - Sept 8, 2011	Balance - Oct 5, 2011
RMSAWWA Checking	\$116,516	\$98,249
WFP Checking Account	\$37,498	\$37,848
Investment Fund Account	\$137,908	\$125,881
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Warner Scholarship	\$61,613	\$55,728
Wells Fargo (Conf Acct)	\$9,997	\$9,997
Wells Fargo (Conf Savings Acct)	\$69,145	\$69,170

- Treasurer to include reason for any noteworthy changes in account balances
- The Section Education Award has \$284 remaining in AWWA bookstore funds until 12/31/11. If interested contact Sarah Dominick.

Get Into Water Grant Report (Joe Cowan) (5 min.) [pages 4-5]

Committee Reports: (20 min.)

Committee	Chair	Report Attached
Action Now	Jan Cranor & Dave Hoagland	Yes - Page 6
Audit & Finance	Mary Presecan	
Awards	Karen Burgi	
Bylaws	Lela Perkins	
CO Water Utility Council	Sean Lieske	Yes - Pages 7-8
Communications	Paul Fanning	Yes - Page 9
Conservation	Jeannine Shaw	Yes - Page 10
Customer Service	TBD	
Membership	Stephanie Elliott	Yes - Pages 11-12



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Nominating	Kevin Bergschneider	
Water Distribution	Cal Van Zee	Yes - Page 13
Water Treatment	Peter McCormick	Yes - Page 14
Joint Conference Management	Dale Butler & Greg Woodward	
Joint Conference Site Selection	Jill Peterson	Yes - Page 15
Joint Education Council	Vicki Jones & Mike Berry	Yes - Page 16
Joint Leadville School	Jim Medlock	
Joint New Mexico Involvement	Bob Paulette	Yes - Page 17
Joint Publication	Jason Mumm & Steve Frank	Yes - Page 18
Joint Small Systems	Barb Martin	Yes - Page 19
Joint Technical Activities	Steve Polson	
Joint Utility Management	Jim Ginley	
Joint Water for People	Emily Allen	
Joint Water Reuse	Matt Hayes	
Joint Young Professionals	Heidi Bauer & Mark Whitlatch	
Student Chapters		

Unfinished Business (10 min.)

- Assessment Update - (Mary Presecan, Elizabeth Carter, Martin Garcia, Jim Ginley, Joe Cowan, Paul Fanning, Melissa Elliott, Kevin Bergschneider)
- Grand Junction Water & Wastewater Conference (Mike Berry)
- Organization of ACE2013 Local Host Committee (Kevin Bergschneider)
- Update on the Education Business Plan and CDPHE Statement of Work (Elizabeth Carter)
- Apogee contract for *Rumbles*
- Surveys being prepared for Operators (Elizabeth Carter, Mike Berry)

New Business (15 min.)

- Budget Requests (Sarah Dominick)
 - Budget request forms are due on October 20 to Sarah Dominick & Ann Hall
- Social Media update (Stephanie Elliott)
- Motion to approve the Joint Conference Site Selection Committee recommendation for the Loveland site in 2015 and Keystone in 2016.
- Motion to approve the updated CWUC Bylaws (Sean Lieske) [pages 20-24]

Announcements and Upcoming Events

- Next meeting is Friday, November 4, 2011 in the Cheesman Room of the Three Stones Building at Denver Water.
- See your meeting schedule in the Section Handbook. Elizabeth Carter will be sending Outlook reminders for the meetings.
- RMSAWWA Membership Appreciation Night, Milwaukee Street Tavern, November 3 5:00 to 7:00 p.m., RSVP by October 28.
- Benefit Shopping Event with Ten Thousand Villages, November 10, 2011 5-8 p.m. at the Cherry Creek Shopping Center store
- YP Event - Thursday, November 17, 2011 Broncos Night Football



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Meeting Agenda

- 47th Annual Water Resources Conference, November 7-10, 2011, Albuquerque, NM
- Water Quality Technology Conf. & Exposition, November 13 – 17, 2011, Phoenix, AZ
- YP Summit, January 30, 2012, Miami, FL
- WFP Theme Dinner, Friday, March 2, 2012

Teleconference will not be available at this meeting.



**Quarterly Newsletter
October, 2011**

<http://www.getintowaterco.org>

UPCOMING POLICY CHANGES, PROGRAMS, TOOLS AND RESEARCH

SEQUENTIAL TESTING POLICY IN THE WORKS: CDPHE FOCUSING ON CHANGES TO REGULATION 100

At the September 20, 2011 Human Resource/Operations Forum held during the RMSAWWA/RMWEA Joint Annual Conference in Loveland, Jackie Whelan from the Colorado Department of Public Health and Environment (CDPHE) presented information about upcoming changes to Regulation 100.

- **Action Item:** To view the presentation, go to: <http://www.getintowaterco.org/for-employers/resource-sharing/>
- **Action Item:** Give your input to the Colorado Water and Wastewater Facility Operator's Certification Board! Their meeting schedule and agendas are available at: <http://www.cdphe.state.co.us/op/ocb/>

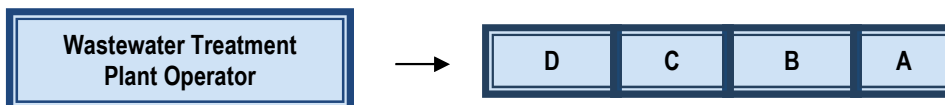
SUPERVISORY LEADERSHIP CERTIFICATE PROGRAM UNDER DEVELOPMENT

On September 20, 2011, the RMSAWWA/RMWEA Joint Utility Management Committee reviewed the program profile for the Supervisory Leadership Certificate Program. Work is underway to finalize the plan and funding.

- **Action Item:** If you are interested in participating on the subcommittee that will develop this program, contact Melanie Fahrenbruch at mel@mjfconsult.com.

CLICKABLE WATER/WASTEWATER CAREER MAP POSTED TO WEBSITE

- **Action Item:** Check out the brand new clickable Career Map and other tools, templates and research for human resource professionals, incumbent workers and prospective employees at: <http://www.getintowaterco.org/for-employers/resource-sharing/>.



SCADA BUSINESS CASE: OIL & GAS INDUSTRY PAYS 41% HIGHER WAGES

The Get Into Water! Project is investigating challenges related to the recruitment and retention employees in SCADA/Instrumentation Control positions. In 2011, Arapahoe/Douglas Works! conducted research on these positions. Data was collected from Colorado and the four counties (Arapahoe, Boulder, Denver, Douglas) for comparison. Four standard occupational codes (SOC's) were used to conduct the research including:

- 17-3023 (electrical and electronic engineering technicians)
- 17-3029 (engineering technicians, except drafters)
- 19-2090 (physical scientists)
- 49-2095 (electrical and electronics repairers, powerhouse, substation and relay)

→ **Action Item:** The SCADA Work Group needs your feedback on their Business Case which has been written to provide human resource professionals and managers valuable information. To view the document, go to: <http://www.getintowaterco.org/for-employers/resource-sharing/>. Send your comments to: mel@mjfconsult.com or Cindy Goodburn at: cgoodburn@englewoodgov.org.

KNOWLEDGE MANAGEMENT (KM) SUBCOMMITTEE CREATING NEW UTILITY ASSESSMENT TOOL

The KM Subcommittee is working on a new KM Assessment Tool for water and wastewater utilities. The group is using several existing tools and research to develop the tool. If you would like to join this group or provide examples of what your utility has accomplished, contact Cindy Goodburn at cgoodburn@englewoodgov.org. The KM Subcommittee is part of the RMSAWWA/RMWEA Joint Utility Management Committee.

AWARDS, KUDOS AND SUCCESSES

DENVER WATER’S KATHY BALU WINS RMSAWWA VOLUNTEER EXCELLENCE AWARD!



On September 20, 2011, RMSAWWA Chair, Kevin Bergschneider presented the RMSAWWA Volunteer Excellence Award to Kathy Balu. Kathy is with Denver Water and has served on the Get Into Water! Industry Advisory Council since August 2009. She was an integral partner in the developing the Implementation Plan for the project which was ultimately funded by the Colorado Department of Labor and Employment. Kathy has served as the chair of the Human Resource Work Group since January 2010. This Work Group has been extremely active and productive over the past two years. Through Kathy’s leadership, they have created 16 job description templates, hosted four HRO Open Forum events, hosted an Executive Forum, created the web-based Colorado Water and Wastewater Career Roadmap, developed a standardized presentation about workforce issues for water and wastewater boards (public officials) and much more.

WATER UTILITY SCIENCE PROGRAM-OFF TO A GREAT START IN DENVER AND BOULDER THIS FALL

Entry-level (Level I/D) training programs for water and wastewater positions are being delivered this Fall in Denver and Boulder. The Water Utility Science Program introduces high school seniors and adults to careers in the water industry and provides Level I/D courses to help prepare students for State of Colorado certification exams. Emily Griffith Technical College has 11 students enrolled; Boulder High School and Boulder Lifelong Learning have 18 students enrolled.

[For more information about Get Into Water! click here.](#)

If you would like to unsubscribe to this newsletter, please reply to this email and write “unsubscribe” in the subject line.

Funded by a grant from the Colorado Department of Labor and Employment and by the American Recovery and Reinvestment Act.



RMSAWWA Committee Report

Committee Name:	Action Now	Committee Chair:	Cranor/Hoagland
Date of Report:	September 30, 2011	Board Liaison:	Joe Cowan
Next Committee Meeting: October 2011			
Activities Since Last Report:			
<p>Due to the RMSAWWA/RMWEA joint conference, Action Now does not sponsor a seminar in September. There were no reportable activities in September.</p>			
Upcoming Activities/Future Plans:			
<p>The next seminar will be held on Thursday October 27th in La Junta, Colorado. Historical 3 year average attendance for the October seminar (Lamar) is 18. The attendance for this seminar when last held in La Junta was 30.</p>			
Does your Committee require Board Action or Involvement? What is it and When?			
<p>No</p>			
Volunteer Needs:			
<p>Does your committee need volunteers? Yes <input type="checkbox"/> or No <input checked="" type="checkbox"/></p> <p>Is the need short-term? Yes <input type="checkbox"/> or No <input type="checkbox"/></p> <p>Is the need long-term? Yes <input type="checkbox"/> or No <input type="checkbox"/></p> <p>Please briefly describe the need?</p>			
<p>Don't forget to update the online RMSAWWA Calendar and your committee's webpage. Send updates to Ann Hall at ann.e.hall@comcast.net.</p>			



RMSAWWA Committee Report

Committee Name:	Colorado Water Utility Council	Committee Chair:	Sean Lieske
Date of Report:	10/6/2011	Board Liaison:	Martin Garcia
Next Committee Meeting: 10/7/2011			
Activities Since Last Report:			
<p>The CWUC held a breakfast meeting during the joint RMSAWWA/RMWEA conference in Loveland. The breakfast was held on Wednesday morning of the conference and was well attended by representatives from around the state. Some of the topics discussed during the meeting include the following:</p> <p>CWUC By-Laws – The revisions proposed by the Executive Committee were unanimously approved by the CWUC members present at the meeting. The revised by-laws have been included as an attachment to this report and the CWUC is asking for concurrence on the revisions from the Section.</p> <p>Regulation 100 – Revisions to Reg 100 were discussed and the latest from the Water Quality Control Division is that they plan to address the revisions in three phases. The first, or current, phase is to modify the regulation to require operators to obtain each level sequentially rather than allow someone to sit for a ‘B’ exam before sitting for the ‘C’. The second phase will be to clean up existing language and to ensure that any inconsistencies are corrected. The third and final phase will be to evaluate the need for more holistic changes, at which time the Division intends to initiate a stakeholder group to address possible revisions. The Division expects the third phase won’t start until mid to late 2012. The CWUC will continue to track and participate as necessary</p> <p>Nutrients – This continues to be a hotly debated topic and one the CWUC continues to follow. The membership agreed to request party status to ensure the water utility perspective, regardless of whether there is consensus, is presented to the Commission during the rule making proceedings. It is hoped that the final proposal issued by the Division will be acceptable to the majority of the water utilities and we will be able to present a unified perspective.</p> <p>Waste Impoundments – The CWUC, in cooperation with the Hazardous Materials and Waste Management Division, has taken the lead on introducing legislation to the Water Resources Review Committee of the State Legislature that would exempt water utilities from the requirement to obtain a Certificate of Designation (CD) for waste impoundments and or waste disposal facilities located on their own property. This is through the efforts of a number of CWUC members, particularly Jim Miller.</p> <p>Conservation – it is likely that a Bill will be introduced in the State Legislature that will require any new toilet sold in the state to meet specific efficiency limits. The Bill would not require existing homes to upgrade; however, the high efficiency toilets would be the only available option in Colorado when purchasing fixtures for new homes, replacement or bathroom remodeling.</p>			
Upcoming Activities/Future Plans:			
<p>The CWUC will continue to play an active role in the stakeholder process for both nutrients and waste impoundments and will continue to track other regulatory developments affecting drinking water utilities as they arise. Such future issues may include new requirements for perchlorate, hexavalent chromium</p>			



RMSAWWA Committee Report

(chrom-6), carcinogenic VOCs (volatile organic compounds), nitrosamines and revisions to the total coliform rule.

The CWUC will also continue to track the implementation of Policy 4 and the development of guidance documents associated with the policy.

Does your Committee require Board Action or Involvement? What is it and When?

Yes, we would like the Section's concurrence on the revisions to the CWUC By-laws.

Volunteer Needs:

Does your committee need volunteers? Yes or No

Is the need short-term? Yes or No

Is the need long-term? Yes or No

Please briefly describe the need?

Don't forget to update the online RMSAWWA Calendar and your committee's webpage.
Send updates to Ann Hall at ann.e.hall@comcast.net.



RMSAWWA Committee Report

Committee Name:	Communications	Committee Chair:	Paul Fanning
Date of Report:	9/29/2011	Board Liaison:	Melissa Elliott
Next Committee Meeting: TBA			
Activities Since Last Report:			
<p>Coordinated several website updates with Ann Hall.</p> <p>Conducted Communications Committee meeting at Joint Annual Conference, garnering several new Committee members – WOO HOO!</p>			
Upcoming Activities/Future Plans:			
<p>Need to schedule Communications Committee meeting to draft 2012 action plan, which may include studying coordinating the new Social Media Policy with the Communications Plan.</p>			
Does your Committee require Board Action or Involvement? What is it and When?			
<p>Not at present</p>			
Volunteer Needs:			
<p>Does your committee need volunteers? Yes <input checked="" type="checkbox"/> or No <input type="checkbox"/></p> <p>Is the need short-term? Yes <input type="checkbox"/> or No <input checked="" type="checkbox"/></p> <p>Is the need long-term? Yes <input checked="" type="checkbox"/> or No <input type="checkbox"/></p> <p>Please briefly describe the need?</p> <p>Need to build the Committee in size and strength, to include members willing and able to move forward with social media as well as to plan and conduct communications training in the section.</p>			
<p>Don't forget to update the online RMSAWWA Calendar and your committee's webpage. Send updates to Ann Hall at ann.e.hall@comcast.net.</p>			



RMSAWWA Committee Report

Committee Name:	Conservation	Committee Chair:	Jeannine Shaw
Date of Report:	10/4/11	Board Liaison:	Melissa Essex-Elliott
Next Committee Meeting: 11/14/11			
Activities Since Last Report:			
<p>Attended Colorado WaterWise Strategic Planning Session to better understand how our group and theirs can better collaborate. They will be taking an active role in the certificate program in 2012 and we will be streamlining.</p> <p>Sponsorship set-up for Colorado Waterwise Workshop (Oct. 14th in Denver). Includes booth at event, logo in workshop materials, and 3 registrations.</p> <p>Committee meeting held @ Aurora Water on Sept 12. Determined upcoming topics for discussion/presentations for Oct-Feb.</p>			
Upcoming Activities/Future Plans:			
<p>Finalizing User Agreement with PNWSAWWA.</p> <p>Invited by New Mexico Water Conservation Alliance to attend their meeting in Rio Rancho on November 17th to talk about RMSAWWA, Conservation Committee activities and how they can get involved.</p> <p>October 10th meeting focused around rebates. Several people doing presentations, followed by a moderated discussion on the topic. Goal is to help utilities better-coordinate and share helpful information with one another.</p>			
Does your Committee require Board Action or Involvement? What is it and When?			
<p>Review the User Agreement so that we can move forward with purchase of PNWS materials. User Agreement will be distributed two weeks before Nov. meeting.</p>			
Volunteer Needs:			
<p>Does your committee need volunteers? Yes <input checked="" type="checkbox"/> or No <input type="checkbox"/></p> <p>Is the need short-term? Yes <input checked="" type="checkbox"/> or No <input type="checkbox"/></p> <p>Is the need long-term? Yes <input type="checkbox"/> or No <input type="checkbox"/></p> <p>Please briefly describe the need?</p> <p>We would also like assistance from someone with an education background to help review some materials for us.</p>			
<p>Don't forget to update the online RMSAWWA Calendar and your committee's webpage. Send updates to Ann Hall at ann.e.hall@comcast.net.</p>			



RMSAWWA Committee Report

Committee Name:	Membership	Committee Chair:	Stephanie Elliott
Date of Report:	10/5/11	Board Liaison:	Kevin Bergsneider
Next Committee Meeting:			
Activities Since Last Report:			
<p>Facebook page up and running (www.facebook.com/rmsawwa)</p> <p>Signed up for AWWA student challenge.</p>			
Upcoming Activities/Future Plans:			
<p>Membership Appreciation Night - November 3, 2011 5 - 7pm at the Milwaukee Street Tavern in Cherry Creek (see attached flyer). Spread the word and RSVP by Oct. 28.</p>			
Does your Committee require Board Action or Involvement? What is it and When?			
<p>Not at this time</p>			
Volunteer Needs:			
<p>Does your committee need volunteers? Yes <input checked="" type="checkbox"/> or No <input type="checkbox"/></p> <p>Is the need short-term? Yes <input type="checkbox"/> or No <input type="checkbox"/></p> <p>Is the need long-term? Yes <input checked="" type="checkbox"/> or No <input type="checkbox"/></p> <p>Please briefly describe the need?</p>			
<p>Don't forget to update the online RMSAWWA Calendar and your committee's webpage. Send updates to Ann Hall at ann.e.hall@comcast.net.</p>			



6th ANNUAL RMSAWWA MEMBERSHIP APPRECIATION NIGHT

IT'S A PARTY... TIME TO CELEBRATE BEING A RMSAWWA MEMBER

WHY: TO SAY THANK YOU!

WHEN: THURSDAY NOVEMBER 3, 2011, 5:00 to 7:00 pm

WHERE: MILWAUKEE STREET TAVERN (IN CHERRY CREEK)
201 Milwaukee St.
Denver, CO 80206. PH: 303-320-4710

PLEASE SEND RSVP EMAIL TO

Membership4RMSAWWA@gmail.com BY: October 28, 2011



**ENJOY RAFFLE PRIZES!
FOOD! DRINKS!
THUNDER BOWLING AND
FRIENDS!**

**HEAD TO THE
MILWAUKEE STREET
TAVERN TO SHARE IN
THE FUN OF BEING A
RMSAWWA MEMBER.**

WHAT: THE RMSAWWA WOULD LIKE TO RECOGNIZE OUR MEMBERS AND SAY THANK YOU. IN HONOR OF OUR APPRECIATION, THE SECTION IS THROWING A MEMBERSHIP APPRECIATION PARTY.





RMSAWWA Committee Report

Committee Name:	Water Distribution	Committee Chair:	Cal Van Zee
Date of Report:	September 30, 2011	Board Liaison:	Joe Cowan
Next Committee Meeting: October 13, 2011			
Activities Since Last Report:			
Continued planning for the workshop scheduled for December 8, 2011, in Denver at the Eagle's Complex.			
Upcoming Activities/Future Plans:			
Operator training workshop on December 8, 2011. Planning for a workshop in April 2012 in Wyoming			
Does your Committee require Board Action or Involvement? What is it and When?			
No			
Volunteer Needs:			
Does your committee need volunteers? Yes X or No <input type="checkbox"/>			
Is the need short-term? Yes <input type="checkbox"/> or No <input type="checkbox"/>			
Is the need long-term? Yes X or No <input type="checkbox"/>			
Please briefly describe the need?			
Replacement of three members who left after job changes. Two have been filled and one is still vacant.			
Don't forget to update the online RMSAWWA Calendar and your committee's webpage. Send updates to Ann Hall at ann.e.hall@comcast.net .			



RMSAWWA Committee Report

Committee Name:	Water Treatment	Committee Chair:	McCormick
Date of Report:	10.5.11	Board Liaison:	Spillman
Next Committee Meeting:		November 17, 2011	
Activities Since Last Report:			
<p>Open Committee Meeting at JAC in Loveland. 9 non-committee members attended, several expressed an interest in joining the committee, all of them have been added to the email list.</p> <p>Final preparation made for Policy/Optimization Workshop on 10.13.11, expecting 30-40 people.</p>			
Upcoming Activities/Future Plans:			
November planning meeting for 2012 committee goals and workshops.			
Does your Committee require Board Action or Involvement? What is it and When?			
No.			
Volunteer Needs:			
<p>Does your committee need volunteers? Yes <input type="checkbox"/> or No <input checked="" type="checkbox"/></p> <p>Is the need short-term? Yes <input type="checkbox"/> or No <input type="checkbox"/></p> <p>Is the need long-term? Yes <input type="checkbox"/> or No <input type="checkbox"/></p> <p>Please briefly describe the need?</p>			
<p>Don't forget to update the online RMSAWWA Calendar and your committee's webpage. Send updates to Ann Hall at ann.e.hall@comcast.net.</p>			



RMSA WWA/RMWEA Joint Committee Report

Committee Name:	Joint Conference Site Selection	Committee Chair:	Jill Peterson
Date of Report:	October 3, 2011	Board Liaison:	Bud Spillman
Next Committee Meeting:	Late October		
Activities Since Last Report:			
<p>As requested by JGB, committee is exploring potential multiple-year contracts for conference sites. On July 13, several committee members met with a Keystone representative to discuss multiple-year contracts. Subsequent to the meeting, Keystone provided a proposal for a multiple-year contract. On July 26, the committee briefly discussed Keystone's proposal. A revised proposal was received on August 5 with the dates adjusted from the first proposal. On August 19, the committee met to discuss the proposal. The committee decided that we need direction from the JGB regarding our next steps. On Sept 21, the committee discussed multi-year contracts with the JGB. Based upon feedback from the JGB, the committee will proceed with 1-year contracts for future years.</p>			
Upcoming Activities/Future Plans:			
<p>The committee met on October 3, 2011 to discuss sites for 2015 and 2016. The committee recommends the conference be held at Loveland in 2015 and in Keystone in 2016. The committee asks the JGB approval to start negotiations with these venues so as to lock in our dates for these years.</p> <p><u>Future Conference Sites:</u> 2011 Conference – Loveland, CO – September 18 to 21 2012 Conference – Copper Mt, CO – September 9 to 12 2013 Conference – Keystone, CO – September 8 to 11 2014 Conference – Albuquerque, NM – September 7 to 10</p>			
Does your Committee require Board Action or Involvement? What is it and When?			
<p>Committee recommends to the JGB that the Joint Annual Conference be held in Loveland in 2015 and in Keystone in 2016. The committee asks the JGB approval to start negotiations with these venues so as to lock in our dates for these years.</p>			
Are you Looking for Additional Committee Members? Or other Support?			
None.			
<p>Don't forget to update the online Calendar and your committee's webpage. Send updates to rmsadmin@rmsawwa.net.</p>			



RMSA WWA/RMWEA Joint Committee Report

Committee Name:	Joint Education Council	Committee Chair:	Vicki Jones
Date of Report:	10/3/11	Board Liaison:	Mike Berry
Next Committee Meeting:	Winter Planning Meeting in 2011		
Activities Since Last Report:			
The New Committee Chair Critical Information Packet was updated for the orientations meetings this month.			
Upcoming Activities/Future Plans:			
Does your Committee require Board Action or Involvement? What is it and When?			
Not at this time - Thanks			
Are you Looking for Additional Committee Members? Or other Support?			
All Committee Chairs, Board members and Officers are invited to participate in Council.			
Don't forget to update the online RMWEA/RMSAWWA Calendar and your committee's webpage. Send updates to Ann Hall at ann.e.hall@comcast.net .			



RMSAWWA/RMWEA Joint Committee Report

Committee Name:	New Mexico Involvement	Committee Chair:	Bob Paulette
Date of Report:	10-5-11	Board Liaison:	Tod Phinney, RMSAWWA Doug Dailey, RMWEA
Next Committee Meeting: 10-6-11			
Activities Since Last Report:			
<p>Requested \$2000 assistance for RiverXchange, a local non-profit which is working with 4th & 5th graders in understanding of water issues in the state. Approved at September Board meeting.</p> <p>9/22/11 – Monthly Professional Development Luncheon – Tod Phinney, “Las Vegas Raw Water Supply”</p> <p>9/24/11 – WfP Wine Tasting Party – at Jennifer Hill’s house; NM Wines/Foods theme</p>			
Upcoming Activities/Future Plans:			
<p>10/27/11 – Monthly PD Luncheon - Emily Kowalchuk, “Selective Fluoride Removal”</p> <p>12/15/11 – WfP Wine tasting Party – scheduled at McCoy’s house</p>			
Does your Committee require Board Action or Involvement? What is it and When?			
no			
Volunteer Needs:			
<p>Does your committee need volunteers? Yes x or No <input checked="" type="checkbox"/></p> <p>Is the need short-term? Yes <input type="checkbox"/> or No x</p> <p>Is the need long-term? Yesx or No <input type="checkbox"/></p> <p>Please briefly describe the need?</p> <p>Participation in NMIC activities</p>			
<p>Don’t forget to update the online RMSAWWA Calendar and your committee’s webpage. Send updates to Ann Hall at ann.e.hall@comcast.net.</p>			



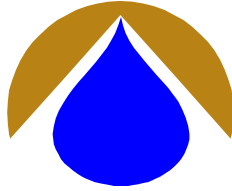
RMSAWWA Committee Report

Committee Name:	Publications	Committee Chair:	Steve Frank
Date of Report:	9-30-11	Board Liaison:	
Next Committee Meeting:			
Activities Since Last Report:			
<p>The Publications Committee held a committee meeting at the annual conference. Mel Sturr (publisher, Apogee) also attended the meeting. We discussed succession planning for the committee chair and <i>Rumbles</i> editor positions. Steve Frank will step up as committee chair. Someone may yet come along and volunteer to be co-chair, but we don't expect that in the immediate future. A successor to Jim Tallent (<i>Rumbles</i> editor) is actively being sought, and committee members are beating the bushes looking for same. A couple of people have expressed interest but haven't yet been moved from the "expressed interest" stage to the "active candidates" stage.</p> <p>One committee procedural change that was approved at the annual conference meeting is ceasing to wrap the magazine in a plastic bag for mailing for all but the July (conference) issue. This eliminates a plastic waste-creation problem two members identified just before the annual meeting.</p>			
Upcoming Activities/Future Plans:			
<p>Committee members will continue to talk to and assess candidates to replace Jim Tallent as editor of <i>Rumbles</i>.</p>			
Does your Committee require Board Action or Involvement? What is it and When?			
<p>It is anticipated that the two-year contract for Apogee to continue as publisher for <i>Rumbles</i> will be approved at the next joint board meeting. The heads of both organizations have both examined it.</p> <p>Also, RMWEA is talking to Apogee about getting help from Apogee on a couple of RMWEA 75th anniversary projects. These projects will be kept separate from <i>Rumbles</i> publication and other joint RMSAWWA and RMWEA activities, though <i>Rumbles</i> and e-<i>Rumbles</i> may be used to help publicize the anniversary celebration effort.</p>			
Volunteer Needs:			
<p>Does your committee need volunteers? Yes XX <input type="checkbox"/> or No <input type="checkbox"/></p> <p>Is the need short-term? Yes <input type="checkbox"/> or No <input type="checkbox"/></p> <p>Is the need long-term? Yes XX <input type="checkbox"/> or No <input type="checkbox"/></p> <p>Please briefly describe the need? (see <i>Rumbles</i> editor need outlined above)</p>			
<p>Don't forget to update the online RMSAWWA Calendar and your committee's webpage. Send updates to Ann Hall at ann.e.hall@comcast.net.</p>			



RMSA WWA/RMWEA Joint Committee Report

Committee Name:	Joint Small Systems	Committee Chair:	Barb Martin
Date of Report:	October 5, 2011	Board Liaison:	Elizabeth Carter
Next Committee Meeting: Mid-October			
Activities Since Last Report:			
<p>We are planning for the upcoming workshop – Effective Utility Management for Small and Medium Utilities to be held in Pueblo on November 10.</p> <p>Beginning planning for 2012 workshops.</p>			
Upcoming Activities/Future Plans:			
Utility management workshop – November 10th			
Does your Committee require Board Action or Involvement? What is it and When?			
Not at this time.			
Are you Looking for Additional Committee Members? Or other Support?			
Yes – we always welcome new members!			
<p>Don't forget to update the online Calendar and your committee's webpage. Send updates to rmsadmin@rmsawwa.net.</p>			



COLORADO WATER UTILITY COUNCIL

COLORADO WATER UTILITY COUNCIL OPERATING PROCEDURES

Section 1 – Recognition of the Colorado Water Utility Council

The purpose of the Colorado Water Utility Council (Council) shall be to develop action programs to initiate, evaluate, respond and comment, within the framework of the Section, and the Association policies, on legislative, regulatory and other matters which directly affect water utilities of Colorado and to encourage provision of better water service to the consuming public. The council shall coordinate, as resources permit, with the Association's Water Utility Council in responding to and implementing the positions and programs of such Council.

Section 2 – Voting Membership

Any water utility that is a member of the AWWA Section in Colorado is eligible to become a voting member of the Council. In addition, a water utility which has its own source of supply and/or treatment facilities in Colorado is eligible to become a voting member of the Council.

Section 3 – Non-Voting Membership

Any organization, such as a consulting firm, law firm, state non-profit, etc., with an interest in drinking water related issues is eligible to become a non-voting member of the Council.

Section 4 – Member Representation

Any individual from a Council member organization is eligible to participate in regularly scheduled Council meetings; however, each voting member organization must designate a representative to serve as the primary contact for their organization during Council proceedings. In addition, each voting member must designate a back-up representative to serve as proxy in the event the primary representative is not available during Council proceedings. The primary contact will be utilized when issuing a ballot in accordance with Section 10, unless the back-up was present during a meeting where a vote was deferred for ballot voting.

Section 5 – Officers & Board of Directors

The officers of the Council shall be a Past Chair, Chair, Vice Chair and Secretary, each of whom shall be elected through voting from the entire voting membership. Only representatives from the voting membership are eligible to become Council Officers, but it may be an individual who is not the primary contact or the proxy.

The Council will also have a six (6) member Board of Directors. Four (4) Directors must be from voting member organizations. The remaining two (2) Directors may be from any member organization. One of the six Directors shall be the Council Liaison (see Section 8). The remaining Directors will be elected through voting from the entire Council representation.

Elections shall be held annually during the month prior to the annual Section Conference.

Section 6 – Terms of Office and Vacancies

The term of the Office of Past Chair shall be one (1) year and he/she shall be eligible to succeed himself/herself only if the most recent Chair is unavailable to serve.

The term of Office of the Chair shall be one (1) year and he/she shall not be eligible to succeed himself/herself after serving one full term. This does not preclude an individual from running again at some point in the future.

The term of Office of the Vice Chair shall be one (1) year and he/she shall not be eligible to succeed himself/herself after serving one full term. The Vice Chair shall automatically succeed to the Chair position.

The term of Office of the Secretary shall be one (1) year and he/she may elect to either succeed himself/herself or succeed to the Vice Chair position. The Secretary may succeed himself/ herself without limit provided he/she elects to remain in the Secretary position

The term of Office of the Directors shall be two (2) years on a staggered basis and they shall not be eligible to succeed themselves; however, this does not preclude an individual from running again at some point in the future. In the first election of Directors, the terms shall be fixed at one (1) and two (2) years respectively.

The terms of newly elected officers and directors shall begin, and those of their predecessors shall end, at the conclusion of the Section's Annual Meeting/Conference.

In the event the Chair is unable to complete his/her term, the Vice Chair shall fill the position of Chair until the next Annual Meeting of the Rocky Mountain Section. At the next Council meeting a new Vice Chair shall be elected to fill the unexpired term of this office. Vacancies occurring in other offices shall be filled by appointment of the Chair for the unexpired term and all such appointees shall be eligible for election at the next scheduled election to a full term in office.

Nominations for Officers and Directors can be issued by any member and any member is eligible to nominate themselves.

Section 7 – Executive Committee

There shall be an Executive Committee of the council composed of the Officers and the Board of Directors. The Executive Committee shall be empowered to act for and on behalf of the Council by a two thirds vote of the members of the Executive Committee present and voting on all matters affecting the Council.

When legislative or regulatory matters arise without sufficient notice and a member of the Executive committee of the Council feels that it is in the best interests of the Council to take action immediately, the Chair may poll the Executive Committee by telephone for their vote in matters affecting the Council. The telephone ballots shall be confirmed at the next regular meeting of the Executive committee and so recorded in the Minutes of that meeting.

Section 8 – Council Liaison

An officer/trustee of the Section appointed by the Governing Board of the Section shall be an ex-officio member of the Council and shall serve as the liaison representative of the Board of Trustees of the Section.

Section 9 - Voting

Each voting member organization shall have one (1) vote. Only those designated as the primary or proxy representative of a voting member organization may vote during council proceedings. A majority of the voting membership of the Council shall constitute a quorum, unless the meeting is announced by letter or email one (1) week in advance. In this event, a quorum is formed by those voting members present. An affirmative vote of a majority of those voting members present and voting at any Council meeting shall be required to authorize action on any matter.

For matters that require individuals to discuss the issue with their utility management, a ballot will be cast in accordance with Section 10 of these bylaws. The ballot will be cast within one (1) business day with responses due within three (3) business days following issuance of the ballot.

Section 10 –Ballots

Voting Council members may be asked to respond by ballot when a decision is needed on a Council position or proposed Council action and the question cannot be deferred until the next scheduled Council meeting. Each ballot shall contain a summary of the issue to be voted on, any attachments necessary to allow voting members to examine the issue in depth, a response date and provision for a three-option (yes, no, abstain) answer. Ballots may be cast through phone, letter, e-mail, internet survey tools or other advanced technology methods,

An affirmative vote of a two-thirds majority of the voting membership shall be required for passage of an issue voted on through ballot. For an issue raised during a specific meeting and deferred for ballot voting, an affirmative vote of a majority of those voting members present during the meeting shall be required to authorize action on the matter.

Comments on an issue raised in a letter ballot will be welcomed, but will not be substituted for an answer.

In all votes of Council, the Council shall publish those members in the minority of an issue who request to be listed as being in opposition or abstaining when releasing the results of voting. In the absence of such requests, any representations of the council position shall indicate the vote count if required by any dissenting voter.

Section 11 – Meetings

The Council shall hold at least one (1) meeting each year that coincides with the Annual meeting of the Section. Other meetings may be held upon call of the Chair at such times and places as may be specified.

Section 12 – Committees

The Chair shall be empowered to appoint such standing and Ad Hoc Committees as in his/her opinion may be required to properly conduct the business of the Council. Both voting and non-voting members are eligible for appointment to committees.

Section 13 - Policy for Establishing Council Position

The Colorado Water Utilities Council will follow the policies and procedures outlined below for purposes of determining the Council's position on legislation, regulation, or policies affecting the membership and of communicating those positions.

1. Matters of concern may be referred to established or Ad Hoc Committees for evaluation.
 - A. The Committee Chair will be appointed as needed by the Council Chair. Committee chairs will oversee the assigned functions of the committee and maintain communication with the members and with the Council.
 - B. Whenever a committee is going to evaluate legislation or regulation for the Council, a member of the committee will be named to lead the committee for that issue, taking responsibility for calling meetings and putting positions in writing for the Council to consider.
 - C. Positions of committees shall be taken to the membership for approval or, if timing does not allow that, to the Executive Committee.
 - D. In no case shall written positions of the Council be distributed without review by the Executive Committee.

2. Positions on issues may be taken by the Council following a vote by the membership in accordance with the operating procedures.
 - A. When a motion is made to take a position, the motion shall include the position and the person or persons who will present the position to the legislature or rule-making authority.
 - B. Members may not formally present the position of the council unless specifically authorized to do so.
 - C. Anyone authorized to speak for the Council should clearly state that they are speaking for the Council. Members speaking on their own behalf should clearly indicate that they are speaking on their own behalf and not on behalf of the Council.
 - D. When members disagree with a Council position, it is their responsibility to ask the Council to specifically mention that they are not in agreement or to present the vote tally on that issue.
3. The Secretary shall maintain a record of the written positions taken and the vote tallies for each position and provide copies to members at their request.

Section 14 – Special Funds

If, in the opinion of the Council, legislative or regulatory matters arise, which require expenditures beyond funds available to the council, the Council, with the concurrence of the Officers of the Section, shall be authorized to solicit funds from Utility Members of the Section specifically to respond to the matters in question.

Section 15 – Reports

The Chair shall present a report on Council activities to the Section Chair during monthly Section meetings and at the Annual Section Business Meeting.

Section 16 – Policies and Procedures

The Council may adopt such policies and procedures, not inconsistent with these Operating Procedures, as deemed appropriate. Such policies may be recommended by the Executive Committee or by a member.

**RMSAWWA 2012-2014 EDUCATION BUSINESS PLAN UPDATE
OCTOBER 13, 2011**

RMSAWWA is committed to strengthening their capacity to meet the future needs of its members. The primary purpose in preparing this three-year Education Business Plan is to ensure that the section is prepared from both a financial and human capital standpoint to meet the new and existing challenges facing water utilities in the region.

Timeline

TASK	DUE DATE
Draft #1 to Education Business Plan (EBP) Task Force	Aug 12
Comments on Draft #1 due to MJF	Aug 19
Draft #2 to EBP Task Force	Aug 26
Task Force Meeting to review Draft #2	Sept 7
Draft #3 to EBP Task Force	Sept 12
Update to Board	Oct 13
Revisions; Build Budget; Committee Input	October
Draft #4 to EBP Task Force	Nov 2
Update to Board	Nov 4
Task Force Meeting to review Draft #4	Nov 9
Revisions	November
Draft #5 to Board/Approval	Dec 2
Implementation	2012

Long-Term Strategies

Strategy 1: Contribute to the goals of the CDPHE 2015 Training Strategy

Strategy 2: Be the leaders in outcomes-based education and training

Strategy 3: Develop a program to train our trainers on adult learning

Strategy 4: Develop a predictable education schedule

Strategy 5: Investigate how to keep training sustainable

Strategy 6: Develop means to evaluate the effectiveness of training

Strategy 7: Expand training using a combination of paid and volunteer trainers delivering packaged curriculum

Strategy 8: Maintain current education programs and ensure programs break even or become profitable.

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