

Approved

**MWWCA Executive Board Meeting  
Friday, October 21, 2011  
Maine Municipal Association  
Augusta, ME**

**MINUTES**

**Attendance:** Paul Rodriguez, Al Jellison, André Brousseau, Mary Waring, Chuck Applebee, June Mooney, Aubrey Strause, Dan Welch, Mac Richardson, Jeff McBurnie, Travis Peaslee, Darold Wooley, Brian Kavanah, David Anderson, Joan Kiszely.

**Guest:** Rick Gaeth (City of Gardiner, ME).

**Absent:** Tom Wiley, Alex Buechner, Steve Lane, John Leslie, Doug Howard, Dan Bisson, Chris Higgins.

**Call to Order:** President Paul Rodriguez called the meeting to order at 9:15 a.m.

**Correspondence Folder:** President Paul Rodriguez distributed the correspondence folder.

**Approval of Minutes:** Motion made by Jeff McBurnie, seconded by Mary Waring, all approved the minutes of July 29, 2011 with minor revisions. 1 abstained

**Treasurer's Report:** Al Jellison reported on the June, July and August financial report. He noted that everything was in order. He noted that he is working on getting the Legislative breakfast straightened out. He questioned the Jr. Stockholm account. There was a brief discussion in regards to the August financial report on the legislative line item. Al reported that there were two people from the Spring Conference that still owe money. Motion made by Jeff McBurnie, seconded by Mac Richardson, all approved the June, July and August financial report.

Al Jellison reported on the MWWCA Money Market Account at Key Bank. Motion made by Jeff McBurnie, seconded by Mac Richardson, all approved to take the money out of the Money Market Account at Key Bank and move it to where Al feels it should be moved to in the best interest of the organization.

**DEP Representative: Brian Kavanah distributed the following written COMMITTEE REPORT:**

**DEP Update for MWWCA Meeting 10/21/11**

Submitted by:

**Brian Kavanah, Director-Division of Water Quality Management (DWQM)**

[brian.w.kavanah@maine.gov](mailto:brian.w.kavanah@maine.gov) 287-7700

**MEPDES/WDL Fee System Revisions**

On October 11, DEP staff met with representatives of MWWCA, MRWA and Maine Pulp and Paper Association to discuss proposed revisions to the MEPDES/WDL fee system. The DEP is planning on

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### **DEP Representative: Brian Kavanah distributed the following written COMMITTEE REPORT:**

proposing revisions to the current fee system to eliminate fee increases in certain permits due to recently derived toxics limits, to ensure greater annual fee predictability for dischargers, and to simplify implementation of the fee system for DEP staff. The proposed revisions are revenue neutral and dischargers would on average pay the same as they are currently paying. This is not a fee increase. The proposal was well received by stakeholders and suggestions for improvements to the proposal have been incorporated by the DEP. The DEP plans to have this bill introduced this session.

#### **Toxics Rulemaking Update**

The public hearing for Chapters 530 and 584 will be November 1, 2011 at the DEP Response Building in Augusta. The rulemaking is being done in response to LD 515 that made revisions to the inorganic arsenic criteria, and other issues related to the toxics program. A hearing on Chapter 419 to revise the biosolids standard for arsenic will also be conducted on this day. The hearing starts at 9:00 AM.

#### **DEP Management Staffing Update**

- Pattie Aho was appointed as Commissioner on September 28.
- The Deputy Commissioner position is currently vacant.
- Mike Mullen (long time staff member in the Division of Land Resource Regulation) was appointed as Director for the Bureau of Land and Water Quality on October 12.
- Heather Parent was appointed as Director of Policy on October 11. Heather is an attorney most recently at Eaton Peabody in Bangor.
- Jim Dusch (former DEP Director of Policy) is the new Director of the DEP Southern Maine Regional Office as of October 11.

#### **Vacant DWQM Positions**

There is currently 1 vacant position for DWQM staff.

1. Assistant Environmental Engineer for SRF program (vacant since 2/25/11). Interviews currently being conducted. Hope to hire within a few weeks.

#### **Federal SRF Legislation**

On October 11, House T & I Ranking Member Rahall (D-WV) was joined by Reps. Bishop (D-NY), LaTourette (R-OH), and Petri (R-WI) in introducing H.R. 3145, the *Water Quality Protection and Job Creation Act of 2011*. The bill sets forth a job creation plan that calls for \$13.8B investment in SRFs over five years. In addition to the SRF investment, the bill authorizes the following two supplemental funding options: 1) \$250M in grants over 5 years for alternative water sources projects under Clean Water Act (CWA) § 220; and 2) \$2.5B over 5 years for sewer overflow control grants under CWA § 221. The bill's proponents assert that it will create thousands of domestic jobs, reduce costs associated with infrastructure construction and maintenance, and promote energy and water efficiency improvements to POTWs that will ultimately reduce long-term operation and maintenance costs.

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**NEWEA State Director:** Chuck Applebee distributed the following report and reviewed it with the board.

### **NEWEA Representative: Chuck M. Applebee distributed the following written COMMITTEE REPORT:**

I attended the NEWEA Executive Committee meeting in Lowell, MA at the NEIWPICC office on September 29, 2011. I will be attending the Executive Committee meeting on November 16, 2011 at the NEWEA office.

A proposal continues to move forward to change the responsibilities of State Directors and Directors At Large within NEWEA. The goal is to position State Directors for future roles in NEWEA with Directors At Large assuming the roles of committee support; more to come in the near future.

I have submitted a report for the Fall NEWEA Journal; thank you for everyone's support in helping with pictures and descriptions of Maine Wastewater events.

The NEWEA Nominations Committee has recommended Brad Moore as Vice President for 2012. Congratulations to Brad and Maine continues to have strong representation within NEWEA's organization. President Elect Dan Bisson is positioned to become NEWEA's President in the upcoming year. Multiple MWWCA serve in positions on the NEWEA Executive Committee.

I participated in the Awards Committee meeting which is working on the awards for the annual meeting in Boston March of 2012. Several Maine Wastewater Control Association members will be receiving awards at the upcoming conference.

NEWEA continues to work arrangements for the 2012 Washington, DC Fly-In. There is a NEWEA GAC meeting scheduled to discuss the Washington Fly-In, as well as other GAC topics on Nov. 15, 2011. NEWEA's goal is to increase the number of representatives traveling to Washington, DC.

NEWEA will again participate in the cost of the Legislative Breakfast at \$500 per state. Again, Maine was looked to as a model.

Operator Exchange Program — John Golino from the Lisbon Wastewater Plant is scheduling a date to visit Connecticut.

I continue to work with Dave Carfo and Kevin Cini to arrange for a Connecticut Operator to visit Maine.

I participated in a NEWEA phone conference to promote the Operator Exchange Program and cost sharing to the member states. There is \$300 available to the state organizations for host a visiting operator. As time progresses over the next year, I will keep MWWCA Executive Committee up to speed on NEWEA issues and opportunities including the increased efforts on Storm Water, changing State Directors roles, assistance for Government Affairs events and new arising efforts.

I appreciate the opportunity to serve as the Maine Director for NEWEA and MWWCA.

Charles M. Applebee

**Approved**

**Old Business:**

**Social Media Representative: Aubrey Strause distributed the following written COMMITTEE REPORT:**

**SOCIAL MEDIA POLICY (FINAL, October 21, 2011)**

In order to protect the professional reputations of MWWCA and affiliated organizations, and for the protection of its members, the following policy has been established to define the organization's approach to the Twitter social media platform.

Hereafter, the word "Feed" shall refer to the unique Twitter page dedicated to MWWCA members and its accepted Followers. The word "Tweet" shall refer to a statement or link of 140 characters (or fewer) that is posted on the MWWCA Twitter Feed.

The objectives of the Social Media Policy are as follows:

- Define the objectives of the MWWCA Twitter feed;
- Define which MWWCA members are authorized to administer the MWWCA Twitter Feed;
- Define the checks and balances to be used by MWWCA members authorized to administer the Twitter feed;
- Describe the content and topics acceptable (and not acceptable) for Tweets;
- Outline guidelines for interacting with other Twitter users;
- Establish a Privacy Statement and Disclaimer to appear on the MWWCA Twitter feed

At this time, MWWCA does not intend to use Facebook or any other social media platform. If and when the Executive Committee votes to initiate a Facebook page or use another social media platform, this Social Media Policy shall be re-evaluated and updated, as necessary.

**Objectives**

The objective of the MWWCA Twitter Feed is to inform members, affiliate groups, and regulatory agencies about resources that MWWCA can provide to its members, information pertinent to the industry, and the activities of members.

The Twitter feed will supplement and complement the information MWWCA publishes on its website ([www.mwwca.org](http://www.mwwca.org)), in its quarterly newsletter (Maine WasteWater News), and that is made available at its conferences and events.

The benefits of the dynamic Twitter feed include:

- Letting MWWCA Followers know about important events, training, regulations, and conferences that may be of interest, and providing links to those.
- Linking MWWCA Followers to information about MWWCA that is published by other sources.
- Providing current, accurate information in a timely manner to a wide audience.
- Communicating with those members that use mobile devices.

**Members Authorized to Administer the MWWCA Twitter Feed**

## Approved

### **Social Media Representative: Aubrey Strause distributed the following written COMMITTEE REPORT:**

The following MWWCA members shall share a log-in to the MWWCA Twitter feed.

- The MWWCA President
- The Chair of the Communications Committee and/or the Chair's designee
- Members of the Social Media Ad-Hoc Committee

These members shall be considered authorized to administer the MWWCA Twitter feed, and have the responsibility to do so in compliance with the limitations included in this Policy.

### **Checks and Balances**

Authorized administrators of the MWWCA Twitter Feed shall use e-mail to solicit approval from other authorized members prior to posting a specific Tweet. No Tweet shall be added to the Feed without the agreement of *at least two* other authorized administrators.

If authorized administrators cannot agree on the appropriateness of a proposed Tweet, the content shall be presented to the Executive Committee in writing at the next scheduled meeting. The Executive Committee Shall vote to accept or reject the proposed Tweet.

Authorized administrators of the MWWCA Twitter Feed shall discuss on a monthly basis, as needed, in person or by e-mail, any comments, compliments, and/or criticisms received on materials added to the MWWCA Twitter Feed. These discussions shall be used to revise the Social Media Policy over time.

### **Content and Topics Acceptable for Updates and Posts**

MWWCA will tweet information on the following:

- Updates from Maine DEP, NEWEA, and WEF
- New or proposed regulatory changes (federal or regional) related to water quality and wastewater
- Attendance by MWWCA members at conferences or meetings
- Summary from legislative trips to Washington, DC
- Dates and times of monthly Executive Committee meeting, with link to the agenda
- Link to minutes from Executive Committee meeting
- Announcement of Spring Conference and Fall Convention dates and locations
- Requests for speakers and moderators at events.
- Changes to members of the MWWCA Executive Committee
- Presentations done by MWWCA members
- Project updates (construction start; facility startup) of MWWCA member facilities
- Requests for assistance (emergency generators, portable pumps, etc...) from MWWCA member facilities
- Awards or honors given to MWWCA members
- New Member announcement
- Announcement of promotions, new hires, retirement, etc...
- Licenses and certifications received by MWWCA Members
- Links to MWWCA in the media

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### **Social Media Representative: Aubrey Strause distributed the following written COMMITTEE REPORT:**

- Updates to the MWWCA website
- Abstract deadlines for conferences

The following content will not be permitted:

- Statements that express political, social, religious, or other similar beliefs or opinions.
- Statements that are racist, sexist, inflammatory, discriminatory, offensive, or otherwise inappropriate.
- Statements that imply or state endorsement of a product, person, equipment, or for-profit entity.
- Advertisements for any product, person, equipment, or for-profit entity.
- Any other content that is determined to be inappropriate by vote of the Executive Committee.

### **Guidelines for Interacting with other Twitter Users**

Members authorized to administer the MWWCA Twitter Feed have sole responsibility for accepting and/or rejecting requests from other Twitter users to Follow the MWWCA Feed, and for Following other Twitter users. Acceptable Followers and Feeds to Follow may include, but are not limited to, the following:

- Member organizations and individual Members;
- Local, State, and Federal regulatory agencies;
- National Organizations, such as WEF;
- State or Regional Organizations, such as NEWEA, JETCC, Friends of Casco Bay, Maine Water Utilities Association, Maine Rural Water Association; and
- Member Associations in other states.

Authorized administrators of the MWWCA Twitter Feed shall discuss on a monthly basis, as needed, in person or by e-mail, any comments, compliments, and/or criticisms received on materials added to the MWWCA Twitter Feed. These discussions shall be used to revise the Social Media Policy over time.

### **Privacy statement and Disclaimer**

The following Privacy Statement shall appear on the MWWCA Twitter Feed:

“Followers shall be aware that Twitter is a public space on the internet and all interaction is publicly viewable and searchable over time. If you want to keep your Twitter channel private, you can protect your updates. For further assistance go to <http://help.twitter.com> Your user identity or email address is not recorded unless you choose to provide it or include it in your Tweet. Your email address will only be used for the purpose for which you provide it. Please also note [Twitter’s Privacy Policy](#).”

The following Disclaimer shall appear on the MWWCA Twitter Feed:

“The way in which MWWCA manages its Twitter feed will be influenced by the participation of our Followers, and their responses to our feed. If MWWCA is following you on Twitter, and you’d rather we didn’t, please let us know and we’ll stop.

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### **Social Media Representative: Aubrey Strause distributed the following written COMMITTEE REPORT:**

MWWCA will attempt to maintain the currency and accuracy of information published on our Twitter feed, but the information included in links is subject to change. It is advisable that users conduct independent research and evaluation before acting on information MWWCA posts to our Twitter feed.

Links to external websites and sources of information are provided as a convenience to users. While we aim to provide information and resources that are useful to our followers, the content and management of such sites are not under the control of MWWCA. The inclusion of any link on MWWCA's Twitter feed is provided for the information of users, and does not imply endorsement of that website, agency, service or person. MWWCA is not responsible for the content or reliability of links, or for any loss or inconvenience arising from their use.

MWWCA will not directly reply to any messages or posts. Official correspondence should be addressed to:

Maine Wastewater Control Association  
c/o Maine Municipal Association  
60 Community Drive  
Augusta, ME 04330  
Phone: (207) 623-8428

**Social Media Policy:** The Board reviewed Aubrey Strause's proposed Social Media policy. The Board would like the Ad Hoc Committee removed and have the Communications Committee added and to begin the Policy by saying that MWWCA has created a Twitter feed. Motion made by Mary Waring, seconded by Dan Welch, all approved to enact the Social Media policy with the edits updated.

**Policy for Invoicing for MWWCA Events:** Al Jellison gave a brief summary on this policy. Mac Richardson moved to except the edits and move it to a vote, seconded by Dan Welch, all approved. Motion made by Mary Waring, seconded by Mac Richardson, all approved the policy for invoicing for MWWCA Events.

**Sponsorships to engage the Maine Delegation of the U.S. Congress:** Motion made by David Anderson, seconded by Al Jellison all approved the amended policy. Motion made by David Anderson, seconded by Al Jellison, all approved the draft policy for sponsorships to engage the Maine Delegation as amended.

Geo Data Mapping: Doug Howard was absent.

### **New Business – Committee Reports:**

**Approved**

**Government Affairs Committee:**

**Government Affairs Committee Representative: David Anderson distributed the following written COMMITTEE REPORT:**

**MWWCA Government Affairs Committee  
Report for October 21, 2011 Exec Meeting**

Public hearing Bond Bills October 24 2:00 Appropriations Committee

LD 359 for DSRF match sponsored by Rep. Flood

LD 741 \$30 million for water and wastewater projects sponsored by Sen. Alfond

I will provide testimony in support of both bills

DEP Rule Making Hearings – November 1, 2011

9:00 Chap. 530 – Use of amount set aside for future growth to avoid RP

Use of mass based limits

9:30 Chap. 584 – Changing cancer risk for arsenic for ambient water quality limits

Increases human health criteria by factor of 100

10:00 Chap. 419 – Increases screening concentration for arsenic in biosolids to 34 mg/kg

We have coordinated testimony on the arsenic issues with Pierce Atwood.

Briefing on LD 781 – November 3, 2011 9:00 AM

Status of discussions between the Association of Nonwoven Fabrics Industry (INDA) and municipal wastewater treatment facility operators re: flushable consumer products

Legislative Advocate – Drew Gilmore has resigned to take a full time position as Town Manager in Sabbatus. The officers had a conference call and discussed the situation. No final decision has been made but these were the outcomes of the discussion:

What are our main objectives/outcomes for our advocate?

1. ‘Ear to the ground’...what’s coming up?
  - a. This effort is supported by Shirley’s efforts.
2. Understanding the players, politics, and help us find good partners in the legislature to support our efforts.
3. Outreach to educate, inform, and influence.

Path Forward

1. Review Drew’s contract and look at key roles and responsibilities.
2. Use a combination of volunteers and Dave (+ others) taking the lead.
3. Reach out to Pierce Attwood to inform. (Paul)

**Laboratory:** June Mooney noted that the State of Maine has a new Certification person and she is Kelly Perkins.

**Approved**

**Membership:** Chris Higgins was absent.

**Pretreatment:** Tom Wiley was absent, but submitted a report for distribution.

**Pretreatment Committee Representative: Tom Wiley distributed the following written COMMITTEE REPORT:**



**MWWCA Pretreatment Committee  
Report to Executive Committee  
For October 21, 2011**

**Statewide SIU list-** We were able to finalize the list for all pretreatment programs in the state. It is for pretreatment coordinators to contact others who may share a common type of facility. There is no industrial contact information listed. This is not a vendor list but only a tool for other coordinators.

**Pretreatment Excellence Award-**We did get one nominee. It was decided to present the award in the spring to allow time for site visits to occur. There was some confusion between this award and the Industrial Award. This award is for facilities which are direct dischargers and participate in an industrial pretreatment program.

For the Industrial Award, both direct and indirect dischargers are eligible, yet the Industrial Award is more geared towards the overall environmental and safety structure.

**Upcoming Tri State Pretreatment Conference-** Many of our committee members will be gathering in Chelmsford, MA next week for the 13<sup>th</sup> Annual Tri State Conference. This is a regional program sponsored by EPA for the purposes of bringing the different facilities together for training and education. Among the sessions will be:

- Regional and State Pretreatment Program Updates
- Proper Disposal of Unused Medication and Pharmaceuticals
- Recent Arsenic Legislation and Impact on Local Limits
- Dental Amalgam Rulemaking Update
- Airport De Icing Rulemaking Update
- Confined Space Training
- Local Limits Training
- Pretreatment 101
- Enforcement Response Plans and Legal Authority
- Recent EPA Criminal Cases
- Dealing with Landfill Leachate

## Approved

### **Pretreatment Committee Representative: Tom Wiley distributed the following written COMMITTEE REPORT:**

FOG (Fats, Oils and Grease) Programs  
Commercial Laboratory Issues and Services

Next MWWCA Pretreatment Committee Meeting- November 17<sup>th</sup>, 2011 at GAUD

### **Personnel Advancement Committee:**

### **Personnel Advancement Committee Representative: Aubrey Strause distributed the following written COMMITTEE REPORT:**

#### **MWWCA Executive Committee Meeting: October 21, 2011**

*(Submitted by Aubrey Strause)*

#### MWWCA Fall 2011 Convention

The fall convention went off without a hitch (lack of coffee, notwithstanding). The event had an attendance of 171 people from all corners of the state, and beyond.

The highest-ranked technical sessions, in general, were as follows:

- BioMag: Meeting ENR Limits Without Tertiary Treatment
- Nitrogen Criteria: Why It Shouldn't Scare You
- Maine DEP Update
- Snowfluent!

Attendees who submitted forms gave high marks to Ralph Merullo, the speaker from Chesterton, who did presentations at two sessions. Comments on some other speakers were 'not engaging', 'jumped around' or, 'stop reading the screen'. In general, attendees were pleased with quality and variety of the presenters and topics.

Comments for future consideration include the following:

- Concrete inspection and evaluation should expand to cover more.
- Wastewater Math for Process Control should include more basic math, including formulas and examples.
- PLC/VFD/Control should include more wastewater-specific applications.
- Electrical 101 should be more basic, defining terms and concepts better.
- The Panel Discussion on the Health of Maine's Coastal Waters should be done again when more panelists are available.

General comments about the facility included that it was remote, food was mediocre, coffee was often not available, and outside noise and activities distracted from speakers. There was a suggestion to move JETCC awards to Friday lunch and to shorten the Thursday program.

Attendance after noon on Friday dropped off substantially. We should discuss this issue again, in terms of fairness to those attending one day only.

## Approved

### **Personnel Advancement Committee Representative: Aubrey Strause distributed the following written COMMITTEE REPORT:**

Vendors noted a decrease in traffic at booths, and some booth locations that were hard to see. Some vendors suggest a new approach in the future to encourage attendees to visit booths.

The MWWCA 2012 Fall Convention will again be at Sugarloaf.

MWWCA will participate in the Maine Water Utilities Association annual meeting on February 7 and 8 at the Holiday Inn by the Bay in Portland. Our Spring Conference date and location has not yet been set.

Aubrey Strause asked the Board if there is an entity to educate future operators. There was a brief discussion on this issue. It was requested that Aubrey contact the Emergency Response Team that assists former employees of Maine manufacturers that close or downsize. MWWCA could provide an informational package to encourage these people to consider the wastewater industry as a career option.

André Brousseau reported that next Wednesday the Young Professionals Ad-Hoc Committee will meet at LAWPCA. He thinks this may be an avenue to get young people into the wastewater field and engage new, young members by showing them what MWWCA is and what we do.

**Convention Committee:** André Brousseau reported the following:

- All outstanding invoices have been mailed out for the Fall Convention.
- The Spring Conference is April 27 in the Bangor area.
- Has a proposal from Sunday River for Ski Day at March 7, 2012, and he is waiting on a proposal from Sugarloaf and Saddleback.
- The Fall Convention for 2013 will be Sept. 13-15<sup>th</sup>.

**Public Relations Committee:** Ryan Wadsworth was absent.

**Safety Committee:** Al Jellison – no report.

**Communications Committee:**

### **Communications Committee Representative: Aubrey Strause distributed the following written COMMITTEE REPORT:**

**MWWCA Executive Committee Meeting: October 21, 2011**

*(Submitted by Aubrey Strause)*

#### **Newsletter**

Mac and Aubrey are seeking new people in your organizations that may be willing to help with this.

So far, for the August newsletter, we have the following:

1. Maine Science Teachers Association Conference
2. On My Soapbox (Mac)
3. Awards from Fall Convention

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### Communications Committee Representative: Aubrey Strause distributed the following written **COMMITTEE REPORT:**

4. Photos from Fall Convention
5. Flushables update
6. Who We Are: Natural Resources Council of Maine
7. Project Corner: Winterport's multiple projects, by Steve Lane
8. Member Profile: *any suggestions? How about a long-term member, even if not very involved?*
9. Force Maine success at WEF

### **Maine Science Teacher Association Meeting**

On October 7, Dustin Price from the York Sewer District participated on MWWCA's behalf at the Maine Science Teacher Association's annual conference in Gardiner, Maine. The objective is to encourage science teachers to include materials about wastewater treatment, water quality, and the water cycle into their lesson plans. Dustin will do an article about this experience for the November MWWCA newsletter.

### **Website Redesign**

The ad hoc website redesign group continues to work toward this effort. Both Steve Lane and Aubrey Strause are meeting with potential designers with a Scope to get a ballpark budget for the work. Those planning-level costs will be included in this year's budget.

### **Social Media**

In July, Aubrey submitted a Draft Social Media Policy for review by the Executive Committee. This Policy would apply to the Twitter feed MWWCA would like to start up in the near future.

One person, Mac Richardson, provided comments on this Policy, and his suggestions have been integrated. The Final Policy is submitted for the Executive Committee's vote, if authorized by the President.

ALS

Mac Richardson reported that the next newsletter deadline would be November 4<sup>th</sup>. Mac Richardson would like to know if he should do an article on acronyms. The Board thought that was a good idea.

**Collection Systems:** Doug Howard was absent.

**Residuals:** John Leslie was absent.

**Operations Challenge:** Alex Buechner was absent. André Brousseau reported that the team placed 9<sup>th</sup> overall out of 26 in their division II teams. The team had a 5<sup>th</sup> in process and an 8<sup>th</sup> in collections. They had a great time and are already making plans on how they can improve next year. He is grateful for their support.

**Industrial Representative:** Dan Welch had no report.

**Awards Committee:** Mary Waring had no report.

Approved

**JETCC Committee Representative: Leeann Hanson distributed the following written COMMITTEE REPORT:**



**Maine Wastewater Control Association Convention  
JETCC Report for October 21, 2011**

**3<sup>rd</sup> Management Candidate School (MCS)**

The third MCS class began at Portland Water District with 19 participants. The current class 11 licensed WW Operators, 8 licensed DW Operators, 2 students who are not licensed yet. Within the count there are 3 students who have both licenses.

This year the February MCS class will be held at MWUA Annual Trade show in Portland. A training track at the conference is being tailored to the MCS students. Within that track are some of the classes that MWWCA is also coordinating for the conference.

JETCC wants to thank MWWCA for accommodating the MCS students at the Sugarloaf convention! A number of MCS students had never attended a convention before and convention participation is a great way to introduce the MCS students to the benefits of the association! At the conclusion of the first year that included both WW & DW operators it turned out most of the topics and presenters focused on general Management/Supervisory topics, however some of the topics that need more of a DW focus will be covered at MWUA in February.

As soon as you know date of next Fall 2012 Convention could you please let Leeann know as NEIWPC has an annual meeting that they wish to schedule around Maine's Fall convention. Tom Groves from NEIWPC, really wants to attend MWWCA next year!

**Preliminary steps Online Training > possible outlet for industry marketing - recruiting**

In Spring 2011 JETCC held a 6-week Basic WW course at USM. Each session was recorded for possibility of creating an on-line version of the training. Follow-up discussion between Leeann, Dick Darling and USM indicate that we are many steps away from creating an on-line training package, but there may be a venue to create an educational webinar / industry marketing tool to reach out to potential new operators, guidance counselors, or job placement professionals. We are seeking interested parties to participate in a committee to further develop this concept.

**Seeking suggestions for Spring 2012 Training Schedule!!!**

**Exam Dates**

The Fall exam is **November 16**. The Application deadline has passed but the next Exam date is **May 16, 2012**. Applications for May exam are due by **March 30**. There are 63 people registered for the November exam

Approved

**JETCC Committee Representative: Leeann Hanson distributed the following written COMMITTEE REPORT:**

*Please contact Leeann directly if you have any ideas, training needs or would like to assist with hosting or teaching a class.*

**JETCC  
PO Box 487  
Scarborough, ME 04070  
253-8020  
www.jetcc.org**

**WEB Developer:** Steve Lane was absent.

**MMA Rep:** Joan Kiszely reported that there is a proposed 1.5% increase to MWWCA Administrative Services Agreement.

**1<sup>st</sup> Vice President Report:** Jeff McBurnie had no report.

**2<sup>nd</sup> Vice President Report:** Travis Peaslee had no report.

**Immediate Past President Report:** André Brousseau reported on the following: Leanne Hanson called and asked André Brousseau if MWWCA could donate 19 MWWCA 45<sup>th</sup> Anniversary water bottles to the new Management School candidates. It was the consensus that we'd donate water bottles to the new Management School candidates.

**Other New Business:** Paul Rodriguez reported on the 2012 Budget Request forms. Joan Kiszely noted she would email out the 2012 Budget Request forms.

**Adjournment:** Motion made by Mac Richardson, seconded by Al Jellison, all approved to adjourn the meeting at 12:25 p.m.