

**PA – AWWA**

**2010 - 2011**

**COMMITTEE DIRECTORY**

**Strategic Plan of the  
Pennsylvania Section  
American Water Works Association  
May 6, 2010**

**Vision Statement**

PA-AWWA will continue to be the authoritative resource on safe water in Pennsylvania.

**Mission Statements**

PA-AWWA is dedicated to providing leadership and resources to the full spectrum of the Pennsylvania water community to provide safe, affordable, and sufficient water. PA-AWWA advances technology, education, science, management, and government policies.

**Goals**

**Goal A – Promote safe water and the protection and responsible use of Pennsylvania's resources.**

1. Objective: Establish a volunteer network of one-on-one contacts between an AWWA member(s) and each legislator and regulator and AWWA member.

Who\*: WUC – Government Relations Advisor, and District Trustees.  
When: October 2010

2. Objective: Provide updates on the progress of Governor's Infrastructure Task Force.

Who: WUC Chair and Government Relations Advisor  
When: Quarterly, beginning in 2010

3. Objective: Develop a list of speakers within each district to address community functions, schools, service clubs, municipalities, etc.

Who: District Trustees  
When: December 2010

4. Objective: Monitor legislative and regulatory activities that affect the water community.

Who: WUC – Government Relations Advisor  
When: Continuously

5. Objective: Review, comment, and promote specific language for proposed legislation and regulations.  
Who: WUC  
When: Continuously

Pennsylvania Section Strategic Planning Session

**Goal B – Create a sustainable organization by aligning staff, volunteer, and member activities, practicing sound management, engaging in strategic partnerships and continually improving the resources and effectiveness of the Association.**

1. Objective: Contact the following organizations to explore opportunities for joint training and meetings: EPA, DEP, PUC, WWOAP, PWEA, PMAA, PRWA, NAWC, universities, colleges, and vo-tech schools.  
Who: Chair, Executive Director and Educational/Technology Council  
Chair  
When: December 2010
2. Objective: Maintain a balanced budget by appropriate financial planning, increasing revenues and implementing cost- saving measures.  
Who: Treasurer and Executive Director  
When: July 2010
3. Objective: Continue to maintain the Partnership for Safe Water and PAWARN Grant Programs and investigate other grant and funding opportunities.  
Who: Executive Director  
When: On-going
4. Objective: Continue to maintain a viable training program for the water community, netting \$50,000  
Who: Educational/Technology Council Chair and Executive Director  
When: On-going
5. Objective: Review annual conference location and contracts to maximize attendance and minimize costs; investigate joint conference opportunities.  
Who: Executive Director and Board  
When: June 2010 (after conference in Lancaster)
6. Objective: Promote technical committee involvement in section activities and develop a minimum of one new section event per year.  
Who: Board and Committee Chairs  
When: May 2010

Pennsylvania Section Strategic Planning Session

**Goal C – Increase and retain membership and promote volunteer participation.**

1. Objective: Increase Membership Committee by 4 new members, to a total of 8 by December 2010.

Who: Membership Committee, and Board  
When: December 2010

2. Objective: Develop a membership plan consistent with AWWA vision and mission statement, establishing an annual membership growth rate of 1% with a minimum retention rate of 90%.

Who: Membership Committee and Executive Director  
When: December 2010

**Goal D – Provide training and exchange knowledge to benefit public health and enhance the capabilities of the water community.**

1. Objective: Increase educational attendance by 10% per year.

Who: Education/Technical Council and Executive Director  
When: December 2010

2. Objective: Respond quickly to new regulations by setting up educational programs within 3 months of the regulations being adopted.

Who: Education/Technical Council and Executive Director  
When: 3-month timeframe, per regulation

3. Objective: Investigate and implement section webcast capability and Professional Engineer PDH delivery capability.

Who: Executive Director and Education/Technical Council.  
When: December 2010

\*Note: "Who" indicates responsible party, not necessarily all those involved

# 2010/2011 PA AWWA SECTION CHAIRS

## 1. Reports to Chair

Education/Technical Council

*Tom Kiely*

Strategic Planning

*Gene Koontz*

Water Utility Council

*Steve Tagert*

Membership

*Jasun Stanton*

## 2. Reports to Chair Elect

Manufacturers & Assoc. Council

*Dave Pyrz*

Conference

*Curt Fontaine, P.E.*

Exhibitors & Host Sub

*Dave Pyrz*

Local Arrangements Sub

*Curt Fontaine, P.E.*

Marketing Sub

*Amy Weidlich*

Technical Session

*Curt Fontaine, P.E.*

## 3. Reports to Vice Chair

Young Professionals

*Adrienne Nikolic*

Water for People

*Bill Kelvington*

## 4. Reports to Past Chair

Abel Wolman Nominating

*Bob Zulick*

Section Officers Nom. Committee

*Bob Zulick*

Fuller Award

*Max Gill*

Operator Award

*Dan Stanadish*

Baxter Award

*Dan Standish*

Special Awards

*Herbert Spencer*

Long Scholarship

*Russ Williams*

## 5. Reports to SE Trustee

Distribution

*Dave Krupiak*

Management & Finance

*Mark Nicely*

## 6. Reports to SC Trustee

Water Technology

*Peter Lusardi*

Information Technology

*Non-functioning*

## 7. Reports to SW Trustee

Diversity

*Amy Weidlich*

## 8. Reports to NE Trustee

Public Relations

*Non-functioning*

Small Systems

*TBD*

## 9. Reports to NC Trustee

Maintenance Management

*William Neary*

Water Resources

*John Yamona*

## 10. Reports to NW Trustee

Security & Emergency

Preparedness

*Dr. Leonard Casson*

Safety

*Non-functioning*

## **CHAIR**

**Reports to: Board**

### **Responsibilities:**

1. Supervise and coordinate affairs of the Section.
2. Administer the policies for the Section, as outlined in the By-Laws and Regulations, or by the Board.
3. Preside at all meetings of the Section and the Board.
4. Appoint all Committees, except as provided in the By-Laws, or directed by the Board.
5. Represent the Section in official capacity, as required.
6. Coordinate activities and communicate with District Officers and Trustees.
7. Promote continued activity of committees reporting to this position.
8. Committees Reporting: Membership, Strategic Planning and Water Utility Council.

### **Reports required:**

1. Report to Board at each Board meeting.
2. Address to Members in each Newsletter.

## **CHAIR-ELECT**

**Reports to: Board**

### **Responsibilities:**

1. Chair of Conference Committee.
2. Advise and counsel in matters related to membership activities.
3. Develop and support program of activities for upcoming year, with Chair.
4. Provide thoughtful consideration of agenda items.
5. Miscellaneous duties as assigned by Chair.
6. Act as Chair in absence of Chair.
7. Promote continued activity of the committees reporting to this position.
8. Committees Reporting: Conference Committee, Educational Sub Committee, Exhibit and Host Sub Committee, Local Arrangements Sub Committee, Marketing Sub Committee and Manufacturers and Associates Council.
9. Chair of Directors Nominating Committee (every third year).

### **Reports required:**

1. Report to Board at each Board Meeting on Conference planning activity of Committees reporting to Chair-Elect and other matters.

## **VICE CHAIR**

**Reports to:** Chair

### **Responsibilities:**

1. Attend all meetings of the Section, giving thoughtful consideration to all agenda items.
2. Become thoroughly familiar with By-Laws, Regulations, Procedure Guidelines and District Operating Procedure.
3. Promote continued activity of Committees reporting to this position.
4. Recommend to the Nominating Committee those Section members deserving consideration as possible nominees for future positions, such as Section Officers, Committee Chairs or award recipients.
5. Member of Conference Committee.
6. Miscellaneous duties assigned at Annual Conference.
7. Committees Reporting: Young Professionals and Water for People Committees.
8. Serve on Directors Nominating Committee (every third year).
9. Chair of Baxter Award and Operators Meritorious Service Award Committees.

### **Reports required:**

1. Report to Board at each Board meeting on activity of Committees reporting to Vice Chair, and other matters.

## **PAST CHAIR**

**Reports to:** Chair

### **Responsibilities:**

1. Coordination of past Board with present.
2. Advise Board and counsel Chair.
3. Provide thoughtful consideration of agenda items.
4. Assist Chair in proper transition of duties and programs.
5. Promote continued activity of Committees reporting to this position.
6. Committees Reporting: Abel Wolman Nominating Committee, George Warren Fuller Award Committee, Operators Meritorious Service Awards Committee, Samuel S. Baxter Award Committee, Special Recognition Awards Committee, Nominating Committee and David A. Long Scholarship Committee.
7. Act as Chair of the Nominating Committee.

### **Reports required:**

1. Report to Board at each Board meeting on current activity of Committees reporting to Past Chair, and other matters.

## **DIRECTOR**

**Reports to:** Chair

### **Responsibilities:**

1. Represent Pennsylvania Section on the National AWWA Board.
2. Represent National AWWA Board on the Pennsylvania Section Board.
3. Coordination of National and Section actions and activities.
4. Report to Board and membership on National AWWA activities.
5. Thoughtful consideration of agenda items.

### **Reports required:**

1. Report to Board at each Board meeting and as necessary on National AWWA activities.

## **TREASURER**

**Reports to:** Chair

### **Responsibilities:**

1. Attend all meetings of the Section Board.
2. Handle all fiscal aspects of Section, including preparation of budget in conjunction with the Executive Director, responsibility for all funds, filing of annual AWWA allotment and fiscal reports.
3. In absence of the Secretary, record Board proceedings and prepare minutes.

Terms shall end every third year.

### **Reports required:**

1. Report to Board at each Board meeting on financial and budget status.
2. Prepare proposed Budget in conjunction with the Executive Director and present to Officers by December 1 preceding the Budget Year.
3. Prepare annual financial statements and present to the Board by March 31 of the following year.
4. Present Audited Annual Financial Statements to members at the Annual Business meeting.

## **SECRETARY**

**Reports to:** Chair

**Note:** Based upon the determination of the Board, the Secretary may be an appointed non-voting member of the Board or may be combined with the Treasurer's position.

### **Responsibilities:**

1. Record proceedings at each Board meeting and prepare minutes.

**Reports required:**

1. Board meeting minutes, which shall be prepared and distributed within three (3) weeks of any Board meeting.
2. Maintain Section's minute's book.

**MAUNFACTURER/ASSOCIATES COUNCIL (MAC)**      **Reports to:** Chair Elect

**Responsibilities:**

1. Chair of the MAC is a member of the Section Board.
2. Organize and coordinate the Section activities for firms supplying materials or service to the water industry in Pennsylvania.
3. Report the special interest of manufacturers, suppliers, engineers and contractors to the Board.
4. Arrange and coordinate the MAC activities at the Annual Conference.
5. Provide and coordinate the exhibits at the Annual Conference.
6. Provide for a "Manufacturer's Forum" at the Annual Conference.

**Reports required:**

1. Report to the Board at each Board meeting on the activities of the MAC.
2. Report to the members at the Annual Business Meeting as to activities and participation by Associate Members. The annual report shall be submitted to the Section Administrator at least three (3) weeks prior to the Annual Meeting.

**WATER UTILITY COUNCIL (WUC)**      **Reports to:** Chair

**Responsibilities:**

1. Chair of WUC is a member of the Section Board.
2. Develop action programs to initiate, evaluate, respond and comment, within the framework of Association and Section policy, on legislative, regulatory and other matters which directly affect water utilities, in order to encourage provision of better drinking water to the consuming public.

**Reports required:**

1. Report to the Board of Directors at each official meeting of that board and present an annual written report at the Annual Meeting of the Pennsylvania Section. The annual report shall be submitted to the Section Administrator at least three (3) weeks prior to the Annual Meeting.

## **DISTRICT TRUSTEES**

**Reports to:** Chair

### **Responsibilities:**

1. Represent District at Section Board meetings and report activities of the District organization.
2. Coordinate Section and District activities.
3. Assist District Officers in planning, organizing and implementing AWWA programs for the benefit of all members.
4. Report to the members at District meetings on the activities and results of Section Board action.
5. Participate on Section committees requiring Trustee participation, including the Operators Meritorious Service Award Committee.
6. Solicit candidates within Districts for Section committees as requested by Section Officers.
7. Ascertain from the District Chairs the dates of their proposed meetings so that meeting conflicts might be avoided.
8. Serve as members on the Education/Technical Council to develop and promote educational programs on the Section and District levels.
9. Committees Reporting:
  - SE Distribution and Management/Finance
  - SC Water Technology and Information Technology
  - SW Education/Technical Council and Diversity
  - NE Public Relations and Small Systems
  - NC Maintenance Management and Water Resources
  - NW Security and Safety

### **Reports required:**

1. Written report to the current Section Chair covering the proposed activities of the District organization for the coming year, including a list of proposed meeting dates and locations immediately following the Annual Conference.
2. Written activity report for the current year to the membership at the Section Annual Conference, to be submitted to the Section Chair at least 30 days prior to the Annual Meeting.
3. Written activity report to the Section Administrator two weeks prior to the meeting for presentation to the Board at each Board meeting.

**ALL COMMITTEES:** With minor exceptions (e.g., limited purpose, award or administrative committees); committees shall meet the Committee Expectations specified on the attached list.

## **CONFERENCE COMMITTEE**

**Reports to:** Chair-Elect

### **Responsibilities:**

1. The Conference Committee shall be responsible for all arrangements for the upcoming Annual Conference. Sub-committees shall be established for the development of an educational program, local arrangements, conference marketing, exhibits and host activity, or other preparers as needed.
2. Inform District Chairs of the upcoming Annual Conference dates, so that all conflicts are avoided.
3. Chaired by Chair-Elect or designee.

### **Reports required:**

1. Reports regularly to the Board on the progress of planning.
2. Written report at mid-year to be presented to the Board by Chair-Elect.

## **SUB-COMMITTEE – TECHNICAL SESSION**

**Reports to:** Chair-Elect

### **Responsibilities:**

1. This Sub-Committee shall be comprised of members of the Conference Committee (or other interested parties) of the Section. Its primary purpose will be to develop the topics and presenters for the educational sessions presented at the Annual Conference. In addition, the Sub-Committee shall suggest topics for presentation by keynote speakers.
2. The chair of this Sub-Committee shall be a member of the Conference Committee.

## **SUB-COMMITTEE-EXHIBITS/HOSTS**

**Reports to:** Chair-Elect

### **Responsibilities:**

1. This Sub-Committee shall be comprised of members of the Manufacturers and Associates Council. Its primary purpose will be to organize the exhibit hall and other activities sponsored by Manufacturers and Associates at the Annual Conference.
2. The chair of this Sub-Committee shall be a member of the Conference Committee.

## **SUB-COMMITTEE-LOCAL ARRANGEMENTS**

**Reports to:** Chair-Elect

### **Responsibilities:**

1. The Local Arrangements Chair shall be responsible for coordinating conference activities with conference hotel personnel, to assure meeting room arrangements, name tags for program speakers, speakers' equipment needs, dining arrangements, flower arrangements for banquet, sign preparation for conference registration and sundry conference items.
2. The chair of this Sub-Committee shall be a member of the Conference Committee.

## **SUB-COMMITTEE-MARKETING**

**Reports to:** Chair-Elect

### **Responsibilities**

1. The purpose of this Sub-Committee shall be to develop marketing materials for the Annual Conference and to assist staff in preparing and distributing such materials to the Membership and other potential Conference attendees. This Sub-Committee shall also advise the other sub-committees on activities which would tend to promote attendance and participation at the Annual Conference.
2. The chair of this Sub-Committee shall be a member of the Conference Committee.

## **DISTRIBUTION COMMITTEE**

**Reports to:** SE Trustee

### **Responsibilities:**

1. To advance and disseminate knowledge concerning the development of power and pumping, transmission and distribution, customer service and metering of water supplies, including design, construction, operations and maintenance of related facilities.
2. The Chair shall represent the Committee on the Educational/Technical Council.

### **Reports required:**

1. Written report to Officer Contact two (2) weeks prior to each Board meeting.
2. At the Annual Conference meetings, submit a written report to the membership covering the year's activities at least three (3) weeks prior to the Conference.

## **DIVERSITY COMMITTEE**

**Reports to:** SW Trustee

### **Responsibilities:**

1. Establish and execute a Diversity Program for the PA Section as outlined in AWWA's "How To" Guides for Sections.
2. The mission of the PA Section's Diversity Committee is to create an inclusive environment in all segments of the PA Section that will support increased diversity in the Section's activities. The main objective of this committee is to increase involvement of minorities and women in all of the Section's programs.
3. The Chair shall represent the committee on the Education/Technical Council.

### **Reports required:**

1. As the Committee develops a Diversity Program, keep the Officer Contact informed of the Committee's activities.
2. Written report to Officer Contact two (2) weeks prior to each Board meeting.
3. Written report to the membership to be submitted three (3) weeks prior to the Annual Conference on the activities of the Committee.

## **EDUCATIONAL/TECHNICAL COUNCIL**

**Reports to:** SW Trustee

### **Responsibilities:**

1. Assist and advise staff in developing guidelines, structure and marketing of Section educational programs other than the Annual Conference.
2. Coordinate the Section's training activities with those of other professional organizations, including the Pennsylvania Department of Environmental Resources.
3. Work with the PA Section AWWA office to coordinate workshops utilizing members as instructors. Members are to be aware of and utilize instructors that are part of the association. By communicating with other committees, workshops should meet the needs of the entire water industry.
4. Work with the PA Section AWWA office to coordinate workshops utilizing trainers that are not necessarily members of the association. The Committee will develop a relationship with outside instructors willing to partner with the Section in holding workshops.

### **Reports required:**

1. Written report to Officer Contact two (2) weeks prior to each Board meeting.
2. Written report to the membership to be submitted three (3) weeks prior to the Annual Conference on the activities of the Committee and seminars sponsored.

## **INFORMATION & TECHNOLOGY COMMITTEE**

**Reports to:** SC Trustee

### **Responsibilities:**

1. Develop a Section web page.
2. Develop programs, materials and other approaches to promote the use of technology by Section members.
3. The Chair shall represent the Committee on the Educational/Technical Council.

### **Reports required:**

1. Written report to Officer Contact two (2) weeks prior to each Board meeting.
2. Written report to the membership to be submitted three (3) weeks prior to the Annual Conference on the activities of the Committee and seminars sponsored.

## **MAINTENANCE MANAGEMENT COMMITTEE**

**Reports to:** NC Trustee

### **Responsibilities:**

1. To advance and disseminate knowledge to improve water utility practices with regard to the maintenance of facilities such as preventive maintenance, asset management, etc.
2. The Chair shall be a member of the Educational/Technical Council.

**Reports required:**

1. Written report to Officer Contact two (2) weeks prior to each Board meeting.
2. Written report to the membership to be submitted three (3) weeks prior to the Annual Conference on the activities of the Committee.

**MANAGEMENT & FINANCE COMMITTEE Reports to: SE Trustee**

**Responsibilities:**

1. To advance and disseminate knowledge tending to improve water utility practices with regard to financing, rate design, management, commercial and accounting procedures, and other related matters.
2. The Chair shall be a member of the Educational/Technical Council.

**Reports required:**

1. Written report to Officer Contact two (2) weeks prior to each Board meeting.
2. Written report to the membership to be submitted three (3) weeks prior to the Annual Conference on the activities to the Committee.

**MEMBERSHIP COMMITTEE**

**Reports to: Chair**

**Responsibilities:**

1. Establish procedures for obtaining new members and to encourage, promote and retain individual, student, organization and utility memberships in the American Water Works Association, throughout the Commonwealth.
2. The Chair shall represent the Committee on the Educational/Technical Council.

**Reports required:**

1. Written report of Officer Contact two (2) weeks prior to each Board meeting.
2. Written report to the membership to be submitted three (3) weeks prior to the Annual Conference on the activities of the Committee and seminars sponsored.

**NOMINATING COMMITTEE**

**Reports to:** Members at  
Annual Business Meeting/  
Past Chair

**Responsibilities:**

1. At least 60 days prior to the Annual Meeting, the Committee shall arrange for the selection of at least one eligible candidate for each office to be filled and shall present these nominations to the Membership.

**Reports required:**

1. Nominations for each office at Annual Conference Business meeting.

**PUBLIC RELATIONS COMMITTEE**

**Reports to:** Chair-Elect

**Responsibilities:**

1. To develop and implement a program whereby the purpose and goals of the water utility industry are communicated to the general public and customers.
2. The Chair shall represent the Committee on the Educational/Technical Council.
3. Prepare the media release announcing the Fuller and Baxter awardees after the Annual Conference.

**Reports required:**

1. Written report to Officer Contact two (2) weeks prior to each Board meeting.
2. Written report to the membership to be submitted three (3) weeks prior to the Annual Conference on the activities of the Committee.

**SAFETY COMMITTEE**

**Reports to:** NW Trustee

**Responsibilities:**

1. Establish procedures for obtaining and disseminating information concerning workplace safety as applied to the water utility industry. Promote and coordinate activities of regional safety schools sponsored by AWWA.
2. Promote participation in the AWWA National Safety Award.
3. The Chair shall be a member of the Educational/Technical Council.

**Reports required:**

1. Written report to Officer Contact two (2) weeks prior to each Board meeting.
2. Written report to the membership to be submitted three (3) weeks prior to the Annual Conference on the activities of the Committee and seminars sponsored.

## **SECURITY & EMERGENCY PREPAREDNESS COMMITTEE**

**Reports to:** NW Trustee

### **Responsibilities:**

1. Developing technical sessions and training courses to communicate critical information to Pennsylvania water utilities and to educate them on protection/detection/response.
2. Encouraging interaction between county, state and federal government agencies and Pennsylvania water utilities regarding threats, recommended safeguards and emergency preparedness and response.
3. Identifying potential opportunities for cooperation, mutual aid and state/regional response capability upgrades that will enhance our ability to respond to a terrorist attack on a Pennsylvania water utility.
4. Communicating recommended practices for water system protection, detection and response to terrorist acts for Pennsylvania water utilities.

### **Reports required:**

1. Written report to Officer Contact two (2) weeks prior to each Board meeting.
2. For the Annual Conference submit a written report to the membership covering the past year of activity three (3) weeks prior to the Conference.

## **SMALL WATER SYSTEMS COMMITTEE**

**Reports to:** NE Trustee

### **Responsibilities:**

1. Design and develop educational, technical transfer and assistance programs to provide assistance to small water systems.
2. The Chair shall be a member of the Educational/Technical Council.

### **Reports required:**

1. Written report to Officer Contact two (2) weeks prior to each Board meeting.
2. Written report to the membership to be submitted three (3) weeks prior to the Annual Conference on the activities of the Committee.

## **STRATEGIC PLANNING COMMITTEE**

**Reports to:** Chair

### **Responsibilities:**

1. Chaired by the Past Chair for a three-year term.
2. Provide recommendations and guidelines for the revision of the Section's Strategic Plan.
3. The Chair shall represent the Committee on the Educational/Technical Council.

**Reports required:**

1. Written report to Officer Contact two (2) weeks prior to each Board meeting.
2. Submit annual report to the Chair for review and submission to the Board.
3. Report to Membership, as required.

**WATER FOR PEOPLE COMMITTEE**

**Reports to:** Vice Chair

**Responsibilities:**

1. Work directly with WFP in Denver to select a project(s) that will provide water and/or sanitation facilities to people in less developed countries.
2. Solicit the members of PA-AWWA to provide funding and/or people to help complete these projects.
3. The Chair shall represent the Committee on the Educational/Technical Council.

**Reports required:**

1. Written report to Officer Contact two (2) weeks prior to each Board meeting.
2. Written report to the membership to be submitted three (3) weeks prior to the Annual Conference on the activities of the Committee and seminars sponsored.

**WATER RESOURCES COMMITTEE**

**Reports to:** NC Trustee

**Responsibilities:**

1. To advance and disseminate knowledge concerning the development, protection, regulation and management of water resources, both surface and ground.
2. The Chair shall be a member of the Educational/Technical Council.

**Reports required:**

1. Written report to Officer Contact two (2) weeks prior to each Board meeting.
2. Written report to the membership to be submitted three (3) weeks prior to the Annual Conference on the activities of the Committee and seminars sponsored.

**WATER TECHNOLOGY COMMITTEE**

**Reports to:** SC Trustee

**Responsibilities:**

1. To advance and disseminate knowledge of the development and improvement of the science and art of water treatment by stimulating research in the physical, chemical, bacteriological and biological analysis of water to advance knowledge of the causes and effects of pollution and methods of treatment, and promoting progress in the design, construction and operation of water treatment plants and distribution systems.
2. The Chair shall represent the Committee on the Educational/Technical Council.

**Reports required:**

1. Written report to Officer Contact two (2) weeks prior to each Board meeting.
2. Written report to the membership to be submitted three (3) weeks prior to the Annual Conference on the activities of the Committee.

**YOUNG PROFESSIONALS COMMITTEE**

**Reports to:** Vice Chair

**Responsibilities:**

1. Continue the ongoing recruitment of prospective Young Professional members (targeted group of those 35 years old and under) to both the Pennsylvania Section of AWWA and the Section's Young Professionals Committee.
2. Serve as a "springboard" to increase the participation of Young Professional members on other Committees within the Pennsylvania Section of AWWA.
3. The Chair shall represent the Committee on the Educational/Technical Council.

**Reports required:**

1. Written report to Officer Contact (2) weeks prior to each Board meeting.
2. Written report to the membership to be submitted three (3) weeks prior to the Annual Conference on the activities of the Committee.

**ABEL WOLMAN NOMINATING COMMITTEE**

**Reports to:** Past Chair

**Purpose of the Award:**

An award of excellence to recognize those whose careers in the water works industry exemplify vision, creativity and excellent professional performance characteristic of Abel Wolman's long and productive career.

**Frequency of the Award:**

One award annually by AWWA or as deserved.

**Eligibility for the Award:**

To qualify for the award, the nominee must be an individual member or a duly appointed representative of an organization member of the American Water Works Association. To be eligible for consideration, the nominee must have established himself/herself in the water works profession through career performance spanning a minimum of 20 years.

The nominee's work must exemplify vision, creativity and excellence and must have had recognizable impact on the professionalism of the industry.

### **Entry Requirements:**

AWWA entry form including a color, portrait-style photograph, a career review, and examples of specific accomplishments. A nomination must be made by a Section or the award committee and it must include letters of endorsement from the following:

- a. The chair of the nominee's AWWA Section.
- b. Three past Fuller Awardees.
- c. A regulatory agency executive.
- d. An active water utility manager outside of the nominee's utility, reorganization or firm.
- e. A member of a consulting firm.

### **Nomination Procedure:**

The entry form and required support material must be sent to the AWWA Executive Director who will transmit it to the award committee for consideration in early October. Nominees may remain under consideration for up to five years. Sections will be notified if their nominee has not been selected within that time. If the candidate is not renominated, his/her name will be dropped from the list. A candidate may be renominated. **Nomination Deadline is October 1.**

### **Responsibilities:**

The award Committee shall use its best judgment in selecting a candidate using materials and information submitted with the entry form. If necessary, the Committee may solicit additional information; however, such information must be in a tangible form.

### **Reports required:**

Report recommended candidate to Section Board prior to October 1.

### **Membership:**

The Committee shall consist of a chair and three members. The second Past Chair of the Association shall serve as chair, and the members shall be the Chair, immediate Past Chair and the past Director.

### **Presentation of the Award:**

The award will be presented at the American Water Works Association Annual Conference and Exposition.

**DAVID A. LONG SCHOLARSHIP COMMITTEE**

**Reports to:** Past Chair

**Responsibilities:**

Solicit qualified scholarship candidates who are pursuing a career in the water industry by contacting colleges and universities within the Commonwealth of Pennsylvania and notifying them of scholarship availability. Review applicants received and make recommendations to the Board based on scholarship criteria.

**GEORGE WARREN FULLER AWARD COMMITTEE**

**Reports to:** Past Chair

**Purpose of this Award:**

The American Water Works Association presents George Warren Fuller Awards annually to the Sections' respective selected members for their distinguished service to the water supply field in commemoration of the sound engineering skill, the brilliant diplomatic talent and the constructive leadership that characterized the life of George Warren Fuller.

**Frequency of the Award:**

Annually, if deserved.

**Eligibility for the Award:**

To qualify for the award, the person must be an individual member or a duly appointed representative of an organization member of the American Water Works Association. Each Section may make annual Fuller Award presentations equal to its number of Directors on the Association Board of Directors.

**Entry Requirements:**

Submission of a completed AWWA entry form by any Section member to the Section Fuller Award Committee.

**Nomination Procedure:**

Any Section member may nominate an individual by submitting the completed entry form to the Section Fuller Award Committee. A "citation" or statement of the basis upon which the recommendation is made must be included. Citations should in general contain 40 words or less and be appropriate for introduction of the awardee at the Section award ceremony and the Fuller Society Breakfast held during the AWWA Annual Conference. Editorial adjustments in citations may be made as deemed necessary.

Nominations shall be submitted to the Section Fuller Award Committee as established by each Section. The Section Fuller Award Committee Chair shall report the awardee to the Executive Director of AWWA by March 10, including the awardee's full name and address and the citation to accompany the award. This information should also be included as part of the official Section meeting report by the Section Secretary.

### **Responsibilities:**

In accordance with the Rules and Regulations established by the awardees as a group, the Committee may select a recipient of their award from nominees and may make such presentation of award at the Annual Banquet of the Annual Conference. (Fuller Award Pin should be secured from the Secretary-Treasurer). The Committee shall also be responsible for the recipient being present at the meeting when announcement is made.

### **Reports required:**

The Committee shall prepare and provide biographical data to the Section Secretary on the recipient sufficient for announcement purposes and a citation for use by visiting AWWA representative (copy of citation to be forwarded by Secretary to the AWWA Executive Director). The Chair of the Section and the Chair of the Public Relations Committee will be advised in advance so that proper media releases can be prepared. The public and general membership, however, shall not be informed of the Committee's selection until it is announced at the Conference.

### **Method of Selecting the Award Recipient:**

The recipients of the George Warren Fuller Awards are selected by the individual Sections of the Association from among their own members in accordance with these criteria. Such selection is presumed to recognize publicly the contribution toward the advancement of water works practice.

Each year the Fuller Award Committee of each Section, upon reviewing the eligible candidates, shall determine if any member(s) of the Section has provided outstanding leadership or has made a significant contribution toward the advancement of the water works practice within the Association and/or the Section such that he/she should receive the award. It is emphasized that the qualifications for the award specify that the services of the candidate must have been over and above those expected of officers and committee members in fulfilling the obligations or duties assigned to them. It is emphasized that the performance of a nominee must be exceptional and extraordinary.

### **Membership:**

The Committee shall consist of five members of the Section and shall be appointed and announced at least six months prior to the Section's annual meeting. All members, if possible, shall be former recipients of the Fuller Award or the Water Utility Man of the Year Award. If this is not possible, Committee members may be chosen from AWWA members who are leaders of the water works industry within the Section.

The Committee shall be set up on a rotating basis with one new member being appointed each year by the Section chair to serve a five-year term and with the senior member designated chair of the Committee. Under this system, each member will become chair in the fifth and final year of his/her service on the Committee and will retire from the Committee when his/her report for that year is given to the Section.

**Presentation of the Award:**

The announcement of the award shall be made a part of the annual meeting of the Section granting it and shall be made by the Association's official representative at the Section meeting or by the presiding official of the Section. The reading of the Committee report should be accompanied by the reading of the citation and as much of the prepared statement concerning the life and works of George Warren Fuller as fits the occasion.

The presentation of an award plaque will be made at the Fuller Award Society Breakfast held during the American Water Works Association Annual Conference and Exposition. If, in special cases, the awardee is unable to attend the annual conference, the presentation of the award plaque may be made at the Section meeting.

Each awardee automatically becomes a member of the George Warren Fuller Award Society of the American Water Works Association. No initiation fees or annual dues are required for membership in this society. The annual meeting of the society is held at the Fuller Award Society Breakfast at the American Water Works Association Annual Conference and Exposition.

**OPERATORS MERITORIOUS SERVICE AWARD COMMITTEE**

Reports to: Past Chair

**Purpose of the Award:**

Recognition of Special performance in one or more of the following:

- a. Continuous compliance with all public health standards in treated drinking water.
- b. Consistent and outstanding contribution to plant maintenance thereby prolonging the useful life of equipment.
- c. The development of new and/or modified equipment or significant process modifications to provide for more efficient and/or effective treatment.
- d. Special efforts in the training of treatment plant operators.
- e. Special acts not directly related to water treatment, but which demonstrate dedication to the public beyond the normal operating responsibilities.
- f. Consistent and outstanding contribution to operation and/or maintenance of distribution lines, pump stations and reservoirs.

**Frequency of the Award:**

No more than one award will normally be given each year per Section. However, larger Sections may give more than one based on one award per thousand Section members or fraction thereof. If there are no meritorious candidates, the Section will not give the award.

**Eligibility of the Award:**

Section members eligible to receive the Operator's Meritorious Service Award shall include any water supply or distribution individual who, during the time period of the meritorious activity, worked in any operations-related capacity.

**Entry Requirements:**

Submit to the Section the full name and address and complete biographical information on each nominee on the entry form provided by AWWA along with supporting data concerning the meritorious service performed by the nominee.

**Nomination Procedure:**

A nomination for the award may be submitted by any AWWA Section member to the Section secretary or Executive Director who will transmit it to the Section Operator's Meritorious Service Award Committee for consideration.

**Award Committee Membership:**

Each Section shall establish an Operator's Meritorious Service Award Committee composed of the District Trustees, as determined by the Section, with at least one with special knowledge of water production, treatment and distribution operations. The Section vice chair shall serve as chair.

**Method of Selecting Award Recipients:**

If warranted, the Committee will select the awardee 60 days prior to the Section's Annual Conference.

**Presentation of the Award:**

The award will be presented at the Section's Annual Conference by the visiting AWWA official representative.

**SAMUEL S. BAXTER AWARD COMMITTEE**

**Reports to:** Past Chair

**Responsibilities:**

In accordance with the Rules and Regulations established by the awardees as a group, the Committee may select from the nominees a recipient of their award and may make such presentation of award at the Annual Banquet of the Annual Conference. (Baxter Award Plaque should be secured from the Secretary-Treasurer).

The Committee shall prepare biographical data on the recipient sufficient for announcement purposes and citation for use by Section Vice Chair. The Committee shall also be responsible for the recipient being present at the meeting the announcement is made. The Chair of the Section and the Chair of the Public Relations Committee will be advised in advance so that proper media releases can be prepared. The public and general membership, however, shall not be informed of the Committee's selection until it is announced at the Conference.

**Committee Membership:**

The Committee shall be appointed by the Section and shall consist of the following: an officer of the Section shall serve as Chair (preferably the Vice Chair); one current Trustee; one Past Chair other than the immediate Past Chair; one Member at Large; and one Past Recipient of the Baxter Award.

**Reports Required:**

Presentation of award at the Annual Conference by Section Vice Chair.

**SPECIAL RECOGNITION AWARDS COMMITTEE**

**Reports to:** Past Chair

**Responsibilities:**

To identify and recommend candidates for special accomplishments and service to the drinking water industry and the Pennsylvania Section.

**Reports required:**

By April 1, recommend awardees to be recognized at the upcoming Annual Conference. Recommendation shall be made to the Section Executive Director.

# BOARD OF DIRECTORS /2010-2011

## **STEVE RILEY**

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**ABEL WOLMAN NOMINATING COMMITTEE  
2010-2011**

**ROBERT ZULICK**

**Chair**

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DAVID A. LONG SCHOLARSHIP COMMITTEE  
2010 – 2011

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South District Trustees, Committee Chairs (Distribution, Management and Finance, Security, Small Systems, Water Technology, Water Resources), Executive Director, DEP representative and one at large member.

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2010-2011

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**SAFETY COMMITTEE / 2010-2011**

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