



**DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY
BOARD OF DIRECTORS
230th MEETING
THURSDAY, APRIL 6, 2017
MINUTES**

Present Directors

Nicholas A. Majett, First Vice Chairman, Prince George's County
Ellen Boardman, District of Columbia
Timothy Firestine, Montgomery County
Rachna Butani Bhatt, District of Columbia
Elisabeth Feldt, Montgomery County
James Patteson, Fairfax County
Howard Gibbs, Alternate for Vacant Principal, District of Columbia

Present Alternate Directors

Adam Ortiz, Prince George's County
Bonnie Kirkland, Montgomery County
Rev. Kendrick E. Curry, District of Columbia
Sarah Motsch, Fairfax County
David Lake, Montgomery County
Anthony Giancola, District of Columbia

DC Water Staff

George S. Hawkins, CEO/General Manager
Henderson J. Brown, General Counsel
Linda R. Manley, Board Secretary

First Vice Chairman Majett called the 230th meeting of the District of Columbia Water and Sewer Authority's Board of Directors to order at 9:33 a.m. Ms. Manley called the roll and a quorum was established.

Approval of the March 2, 2017 Minutes

First Vice Chairman Majett asked for a motion to approve the March 2, 2017 minutes. The motion to approve the March 2, 2017 minutes was moved, seconded, and unanimously approved by the Board of Directors.

Chairman's Overview

First Vice Chairman Majett stated that D.C. Water, a world class operation, had gotten another award, the Best of the Best Award for Water and Environment Projects in the nation. The General Manager will provide details in his remarks.

Human Resources and Labor Relations Committee

Reported by: Ellen Boardman

Ms. Boardman indicated that the Committee met on March 8, 2017. An Executive Session was held. Upon returning to open session, the Committee addressed two business items. The first concerned the request from the Union Presidents for information on the retirement incentives and buyout programs offered in the past. Otho Milbourne, Supervisor of the Human Capital Management Department's Total Rewards, described in detail the programs and incentives offered in 2003 and 2006. Mr. Milbourne also presented the proposed programs that had been presented to the Committee and the Finance Department in 2015 and that had been considered, rejected, and declined for referral to the full Board for consideration.

The second agenda item was the presentation of the Human Capital Management Program (HCM) by Mustafa Dozier, Chief of Staff. A four-part approach to HCM will be implemented in 2017 and consists of onboarding of new employees; Advancing Blue, the performance management process; Enhancing Blue, a maturity model; and the metrics of measuring success. Mr. Dozier also explained the Leadership Development Program entitled Leading Blue.

Ms. Boardman reported that Chair Frome prepared and distributed to the Union Presidents a revised protocol for how the meetings with the unions would go forward at every other Committee meeting. The unions had an opportunity to comment in writing on the issue and the Chair will take them under advisement.

Environmental Quality and Operations Committee

Reported by: James Patteson, Chair

Mr. Patteson stated that the Committee met on Thursday, March 16, 2017. Aklile Tesfaye, Assistant General Manager for Wastewater Treatment, provided an update on the performance of the Blue Plains Advanced Wastewater Treatment Plant. Plant effluent quality was excellent, with 100 percent permit compliance. Mr. Tesfaye indicated that the Blue marketing and sales goals for 2016 were more or less met and the goals for 2017 were significantly ramped up and are optimistically expected to be met.

The Combined Heat and Power Facility's energy production was lower for the reporting month. Two outages were required, one was for a four day boiler performance test and the other was for preventive maintenance work on the electrical grid system.

Mr. Patteson reported that the Committee received an update on emergency response and emergency planning from Jonathan Reeves, Chief of the Office of Emergency Management. The update covered risk assessment work and factors for emergency planning, a nationally accepted standard for conducting risk and vulnerability assessments at water and wastewater utilities, D.C. Water's different emergency response plans and their relationship to District and Federal response plans, and cybersecurity. Mr. Reeves stated that they have implemented a

full Homeland Security Exercise and Evaluation Program and that D.C. Water facilitated 27 training exercises for staff and their partnership agencies.

Three joint use and two non-joint use action items were considered by the Committee and recommended for full Board approval. The items included requests to exercise option year two for a document management services contract, to execute an architectural engineering services agreement, to execute a supplemental agreement for engineering services for upgrades to gravity thickeners, to execute a construction contract to install residential pressure-reducing valves, and to execute a construction contract to replace water mains and associated valves and appurtenances.

Mr. Patteson summarized the update provided on water quality and water services by Charles Kiely, Assistant General Management for Customer Care and Operations. There were three positive tests for total coliform in February but further downstream tests ruled out the presence of bacteria. The laboratory which does the testing of lead and copper monitoring samples was unable to perform the tests because they were working on the Consumer Confidence Report. The testing will resume once this is completed. For the Fire Hydrant Upgrade Program, the Committee decided that reporting would be done on a quarterly basis since out of service hydrants have been continuously around a half percent, well below the mandated level.

The Committee also received a report on water quality programs and operations from Jessica Edwards-Brandt, Director of Water Quality. She described the functions of the Drinking Water Compliance and the Drinking Water Research and Development Branches.

Mr. Kiely reported to the Committee on private development under the name of the Chain Bridge Cooperative and some of the lessons learned. He committed to making recommendations based on their experiences with private development and cooperative housing associations with private hydrants that are served by master meters for combined fire and domestic service lines.

Ms. Feldt wanted clarification regarding lead and copper monitoring tests and the delay in testing by the laboratory which was conducting the Consumer Confidence Report. She wanted an assurance that D.C. Water would not be out of compliance. Mr. Hawkins assured her and reminded everyone that D.C. Water voluntarily does twice yearly reporting even though once a year testing is the regulation. The delay will have no impact on compliance reporting.

Mr. Hawkins reported on a mistake on the fact sheet for the United Plumbing and Mechanical contract. The correct address should be 2900 M Street, Northwest, Washington, D.C. 20007.

General Manager's Report

Reported by: George Hawkins, CEO/General Manager

Mr. Hawkins announced enthusiastically that Bob Hunt was selected to serve as Acting Chief Financial Officer. He has been with D.C. Water since 1999, 18 years. Mr. Hunt is Director of the Finance Office and was instrumental in D.C. Water getting the AAA credit rating, the GB1 rating for the Certified Green Bond, and the Century Bond. The national search will proceed.

The Board was informed by Mr. Hawkins that they will receive a monthly update on Blue Drop in the General Manager's Report.

Mr. Hawkins reported that the Water Week in Washington, D.C., occurs in March and that this year hundreds of water industry professionals from across the country came to the District to discuss water, wastewater, and stormwater with Congress for infrastructure funding.

Mr. Hawkins reported that D.C. Water was instrumental in most of the meetings and Alan Heymann, Chief Marketing Officer, Biju George, Chief Operating Officer, CFO Mark Kim, and he provided input. The slogans Water is Life and Water is Jobs were used on posted signs and in presenting their case for infrastructure funding. D.C. Water's Water Works Program and the efforts spearheaded by the Board are considered one of the leading programs and are receiving a lot of visibility around the country.

Mr. Giancola asked about the availability of the Water Alliance Report and Mr. Hawkins stated it was now available and the link would be forwarded to Board members.

Ms. Boardman who attended the Mayor's State of the District speech noted that the Mayor spoke about the District's new Infrastructure Academy. Ms. Boardman asked Mr. Hawkins if he was planning to participate in the Academy. Mr. Hawkins informed her that he was and that D.C. Water was working in partnership with the Mayor's Office. He, Corey Gray, and Mustaafta Dozier are actively involved. They are looking at D.C. Water's Water Works Program as a model on how to build the Academy.

Mr. Hawkins ended his report by providing details about D.C. Water's Best of the Best of the Best Award from the Engineering News Record for the country's top water and environment project, the Lady Bird Tunneling Project. This was D.C. Water's biggest contract with a new design/build procurement method. He spoke about what an honor it was to win, the fact that the prestigious award was in a class by itself, and the fact that it would be featured on the cover of the magazine. Unlike most of these types of contracts, this one came in on time, underbudget, and hit all women business enterprise targets. However, the engineering work won the award.

Consent Items (Joint Use)

First Vice Chairman Majett asked for a motion to approve joint use contract action items.

Mr. Firestine moved to approve Resolutions No. 17-19 through 17-21, and it was seconded.

The motion to approve Resolutions No. 17-19 through 17-21 was unanimously approved by the members of the Board.

Consent Items (Non-Joint Use)

First Vice Chairman Majett asked for a motion to approve non-joint use action items. Mr. Gibbs moved to approve Resolutions No. 17-22 through 17-24, and it was seconded. The motion to approve Resolutions No. 17-22 through 17-24 was unanimously approved by the District of Columbia members of the Board.

There being no other business or comments, First Vice Chairman Majett adjourned the meeting at 10:17 a.m.


Secretary to the Board of Directors