

Georgia Chapter A&WMA Board Meeting Minutes

January 8, 2021

Present: Mark Aguilar, Shanna Alexander, Hannah Behar, Shira Colsky, Joey Dean, Charlie Denton, Steve Ellingson, Katy Lusky, Elisabeth Munsey, Brett Owen, Kim Sanders, Matt Talbert, Ashley Ward, Keith Ziobron

Absent: Tom Wurzinger

1. **CALL TO ORDER:**

Chair Kim Sanders called the meeting to order and outlined the Agenda for this Board meeting (attached).

Kim Sanders

2. **SECRETARY'S REPORT:**

The Meeting Minutes for December 11th were reviewed and approved.

Shanna
Alexander

3. **TREASURER'S REPORT:**

Katy submitted the following report:

Katy Lusky

Reporting Period: Dec 12, 2020 – Jan 8, 2021

Current Wells Fargo Balance = \$8,916.28

Current PayPal Balance = \$5,412.15

Total Assets = \$14,328.43

Major Debits (WF & PP):

\$190.31 – MemberClicks (Dec)

\$149.90 – Reimbursement to Ashley Ward for 1-year Zoom subscription

\$1,000 – Scholarship (WF – Sarada Sripada)

\$1,000 – Scholarship (PayPal - Christina Kiessling)

Major Credits (WF & PP):

None

**Special Note: Total assets from January 2020 to January 2021 decreased by \$4,395.09.

Other Business:

Annual report is due end of March 2021.

4. **COMMITTEE REPORTS:**

Education/Scholarship:

- Elisabeth mentioned that one of the scholarship winners (Sarada Sripada) had inquired about the mechanics of activating her free student Chapter membership account. Elisabeth questioned whether there was a way to automatically activate student memberships through National.
- Katy suggested that the winners pay for the student membership upfront and then the Chapter reimburses them. Elisabeth presented a worst-case option to acquire the student's attribute information via a Zoom/Teams call that would

Elisabeth
Munsey/Mark
Aguilar

allow her to set up the student membership account and pay for the student membership using her credit card. She will then get reimbursed through the Chapter.

- Steve voiced concerns about having to retrieve personal attribute info from the student and the mechanics of getting the student membership in the system.
- Katy suggested sending an email to National inquiring about an easier way to get scholarship winner accounts activated in the system without the students having to pay the \$35 student membership fee.
- Steve volunteered to reach out to his contact at National on the best way to do this and will report back to the group.

Young Professionals:

- Ashley reported that the “Ugly Sweater” holiday event was a success and that four YPs had participated including a graduate student from Emory University connected through Shanna. Ashley announced that someone had reached out to her asking if they can invite others from their organization for future YP events, which she encouraged. Shira mentioned that she posted the YP event group photo to the website.
- Ashley discussed planning a future hike in the Spring in a centrally located area that would allow for safe meet-up and affordable parking.
- Katy suggested that the Chapter reimburse for parking costs. Kim suggested Sweetwater Creek Park in Douglasville.
- Matt (new co-chair) introduced himself to the group. Matt has been a Chapter member for 2.5 years and is also the YP co-chair at his company (GHD).
- Matt and Ashley have a call scheduled today to discuss future YP events.

Ashley
Ward/Matt
Talbert

Brown Bag:

- The last virtual holiday brown bag was held in December on Covid environmental impacts (CA) followed by the holiday party. Mostly board members and two scholarship winners attended. Shira intends to continue hosting virtual brown bags until further notice.
- Shira presented some ideas for topics and made a call to the group for other topic ideas (with potential speakers attached to it). Shira will prepare this list in the upcoming month and plans to pull from this list throughout the year (contingent upon release of any new regulations). Some ideas for topics include environmental priorities for the Biden/Harris Administration, carbon capture, air pollution modeling, Covid-19 impacts on air pollution (GA or Region 4 specific), sustainable materials, and some topics in remediation.
- Keith (Cardno) introduced himself to the group and scheduled a scoping call with Shira to discuss some of his suggested list of topics and speakers including some environmental attorneys.
- Steve suggested getting an environmental attorney to come in and speak more freely about what is going to happen as part of the proposed transition. This will need to happen in February/March to be most meaningful to the audience and

Shira
Colsky/Keith
Ziobron

will be better presented by an environmental attorney since EPA will likely not have anyone available until late Spring that can speak freely on this topic. Steve mentioned that it will be part of the congressional review act to decide which rules get put on hold versus rescinded.

- Katy added that the new Administration has just 60 days to make these changes and suggested Charlie as a speaker. She also mentioned that in June/July the topic would probably transition to the environmental priorities of the newly appointed EPA Administrator.
- Charlie accepted and stated that BT Law is in the process of compiling a list of environmental regulations that may potentially be the focus under the new Administration.
- Shira is planning to schedule the next brown bag in February and suggested that Charlie tag team with another speaker.
- Steve suggested another topic highlighting the key changes in regulations over the last four years under EPA Administrator Wheeler versus what's coming down the pipelines. Charlie and Steve will partner on developing the content which is expected to gain a lot of traction as a "go-forward" discussion.
- Shira thinks it will still be good to have a go-forward discussion on what the EPA priorities really are as opposed to what's anticipated from the new administration. Steve agreed and suggested having one speaker from EPD and one from EPA on what the timelines are for adhering to some of the new regulations. The speakers would then also have sufficient time to prepare for the engagement.
- Katy suggested that we aim for a Fall regulatory conference in-person with a virtual option. If held in the Spring, Katy recommended that we consider lowering the cost since some of our assets from the conference sponsors come from booth setups.

Membership:

- Steve provided the membership update report and explained its objectives for the benefit of the new Chapter members. **[See Membership Update Report attached].**
- Steve noted that the numbers reported are based on when the database report gets pulled (earlier part of each month) and how it is presented by National. Some of the renewal information is not exact. Steve noted that the renewal information is not exact and that according to the trend analysis (see last page of Membership Update Report) our membership trend is generally scaling upward.
- Steve announced that the membership winner was Shanna. The group congratulated Shanna on her membership recruitment efforts and presented her with a monetary reward. Shanna announced that she would like to donate her winnings back to the Chapter.
- Steve reminded everyone that February is typically our largest membership renewal month of the year and so he will be sending out notices to capture expiring memberships. Steve suggested that the group continue to craft ideas on how to keep memberships active.

Steve
Ellingson

Database/Website:

Charlie
Denton

- Kim mentioned the new Chapter website and encouraged new members to check-out the web content.
- Charlie requested assistance from new members to help with maneuvering the website. Charlie is looking for some “next generation” trainees and reminded folks to add the new weblink to every Chapter related correspondence to increase the number of website visits.

Newsletter/Publication:

Hannah
Behar/Brett
Owen

- Brett (Shaw) introduced himself and shared his interests. Brett works with Joey and has been a member for several years.
- Hannah (EarthCon) also introduced herself to the group. Hannah was recruited by Shanna and is new to GA and environmental consulting.
- Steve volunteered to assist with the newsletter as Brett and Hannah takes it to the next level. Steve noted that he expects that Brett/Hannah will make the newsletter more sophisticated. Steve explained that the newsletter will go out periodically and will need to follow the A&WMA style guide regarding graphics, font, color, etc. Steve will send a copy of the guide to Hannah and Brett. Steve mentioned the idea of inviting companies to sponsor our newsletter and give them a promotional/marketing opportunity. Steve volunteered to be a part of the kick-off meeting between Brett and Hannah on the newsletter to help map out the path forward and offer guidance on how to best structure and organize the newsletter.
- Steve inquired whether the software we have has the capability to track info like how many people visit the website, how many people read the newsletter, how much time visitors spend maneuvering the new website, do people even open the newsletter email once it's sent, etc. The mechanics of the newsletter will be discussed during the kickoff meeting.
- Katy questioned whether the Board should charge for this year's newsletter since right now there are no 2021 corporate sponsorships and suggested just advertising for sponsorship opportunities in the first newsletter and previewing for the Fall reg conference. Katy presented a tiered sponsorship approach where the first newsletter would be an advertisement for a corporate sponsorship opportunity. The first-tier option would be where sponsors can gain recognition on the Chapter website, newsletter, and conference. The second-tier option would be a sponsor for the conference only.

5. OLD BUSINESS:

- Kim mentioned that the last month has been spent revising the existing Chapter Bylaws and that a final draft was completed. The Bylaws review group consisted of Charlie, Shanna, Katy, Steve, and Kim. A copy of the updated Southern Section (SS) Bylaws shared by Anna Chapelle was also circulated to the group prior to the meeting.

- Charlie summarized the overarching changes made to the existing Bylaws in terms of membership status. These included elimination of the use of the term “Associate” member since every member now has to be a member of National, clarification on how the Chapter functions from a leadership standpoint (how the executive, board officers, and membership work), updates to the committee structure, and additional clarifications. Steve had provided feedback on the comparisons between the Chapter and SS Bylaws. Charlie provided a suggested process for finalizing the Bylaws. He would circulate a “clean” draft to the Board for review over the next few weeks with an arbitrary deadline and a goal to have the Board vote to approve the Bylaws at the February BOD conference call/meeting. Once approved, the Bylaws will be forwarded to Chapter Membership for formal approval. Charlie is open to ideas on the process but finalizing the content of the Bylaws is of highest priority.

6. NEW BUSINESS:

- Kim suggested putting together a committee for planning the Fall regulatory conference. The committee will convene at a separate from the BOD meeting. Kim is looking for people with experience with planning a virtual conference. A reminder will be sent out prior to the next meeting.
- Kim’s SS term has expired and need a replacement by the February meeting. This person will attend the SS meetings and report back to the Chapter. Kim will stay on the SS committee but can’t serve in two roles so looking to integrate others.
- Charlie nominated Shanna for this role. Kim mentioned that she will be attending the SS meeting on Tuesday and will share the formal SS Director responsibilities with the group.

NEXT MEETING:

February 12, 2021 via Zoom video conferencing – 10:00 am Eastern (Meeting adjourned at 11:02 AM)



Agenda

A&WMA GA Chapter - Executive Board Meeting

January 8, 2021; 10:00 a.m. Eastern

Join Zoom Meeting:

<https://us02web.zoom.us/j/85987012800?pwd=Qk9JR1dQYmNhb2NOQm5UWEZVZ1drQT09>

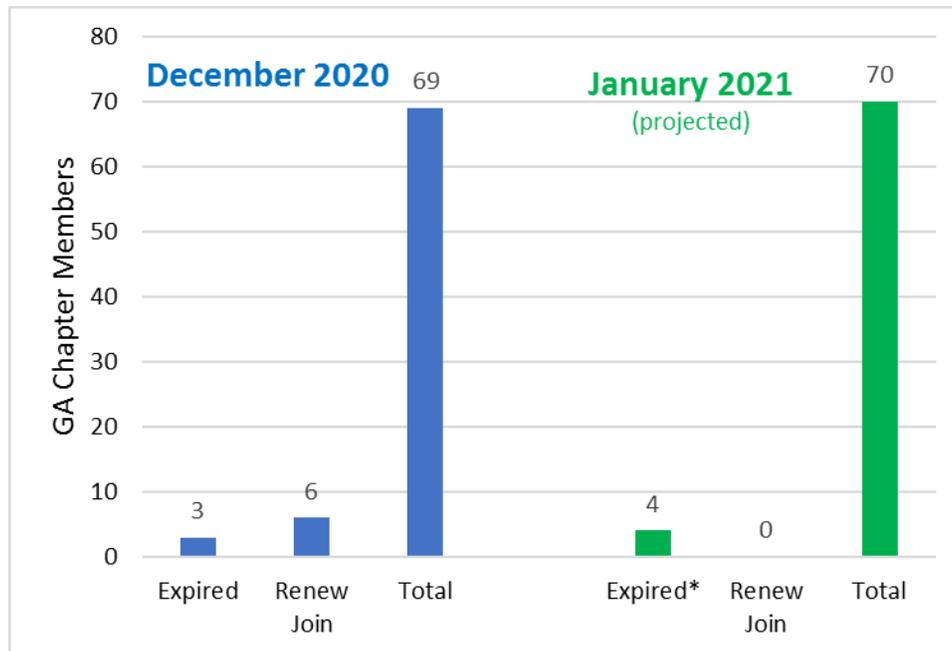
Meeting ID: 859 8701 2800, **Passcode:** 716446#

One-touch: <tel:+1-301-715-8592> | [859 8701 2800#](tel:+1-301-715-8592)

1. CALL to ORDER:	Kim Sanders
2. SECRETARY'S REPORT: Approve December 11 th meeting minutes, post to website.	Shanna Alexander
3. TREASURER'S REPORT: Current balances Upcoming expenses	Katy Lusky
4. COMMITTEE REPORTS:	
<u>Scholarship</u> New co-chair intro & status update	Elisabeth Munsey/ Mark Aguilar
<u>Young Professionals</u> New co-chair intro & future YP Spring event	Ashley Ward/Matt Talbert
<u>Brown Bag/Program</u> New co-chair intro, holiday brown bag update & future topics	Shira Colsky/Keith Ziobron
<u>Membership</u> Membership update/contest	Steve Ellingson
<u>Database/Website</u> Status update	Charlie Denton
<u>Newsletter/Publications</u> Introductions	Hannah Behar/ Brett Owen
5. OLD BUSINESS	
<ul style="list-style-type: none">• Status of Revisions to Bylaws• Southern Section Director – Open Position• 2021 Spring Reg Conference Pre-Planning	
6. NEW BUSINESS	
<ul style="list-style-type: none">• Committee plans/ideas for 2021	
7. NEXT MEETING	February 12, 2021 - 10:00 am EST
8. ADJOURN	

Monthly Membership Update
January 7, 2021
Steve Ellingson, Principal, Vatten Associates
Steve.Ellingson@VattenAssociates.com

Current Status of Expired, Renewals/New Joiners and Total Members



* = Projected to expire

Activities in Previous Month (October)

- Participated in December 11, 2020, Executive Board Meeting
- Review and comment on draft bylaw revisions.
- Membership Contest added **four** new members:
 - Membership contest flyer posted to website and sent to membership November 18th
 - Joey Dean enrolled **one** new member in November
 - Shanna Alexander enrolled **two** new members in October
 - Elisabeth Munsey enrolled **one** new member in December

Proposed Activities (January)

- Contact via email to **four** current members that are projected to have their membership expire in January. Remind them to renew their membership.
- Send “welcome” email to **six** people that joined/rejoined their A&WMA membership.

**Detailed Information
on
Membership Expirations & Join/Renewals**

A&WMA ID*	Membership Expiration Date (projected)	
<i>Expire in December (n = 3)</i>		
1256245	12/31/2020	
1174975	12/31/2020	
1244795	12/31/2020	
<i>Projected to Expire in January (n = 4)</i>		
1202430	1/31/2021	
1254583	1/31/2021	
1256343	1/31/2021	
1256350	1/31/2021	
<i>Projected to Expire in February (n = 11)</i>		
8233	2/28/2021	
1254550	2/28/2021	
1253976	2/28/2021	
1254716	2/28/2021	
1254761	2/28/2021	
1256393	2/28/2021	
1256401	2/28/2021	
1256430	2/28/2021	
1256443	2/28/2021	
1256512	2/28/2021	
1251895	2/28/2021	
A&WMA ID*	Most Recent Join/Renew Date	
<i>Joined/renewed in December (n = 6)</i>		
1254365	12/3/20	
1252442	12/3/20	
1257597	12/11/20	
1228757	12/15/20	
1254349	12/18/20	
1257610	12/22/20	

* = To maintain membership privacy, person's A&WMA ID Number is used.

For detailed information on these projected expirations and/or renewals/new members; contact Steve Ellingson

