The meeting was called to order by Chair Shaun Youravich at 10:52 a.m., EST. at Hardin County #2 in Elizabethtown, Kentucky.

Those in attendance included:
Shaun Youravich, Chair
Dave Enzweiler, Vice Chair
Julie Duncan, Treasurer
Lori Simpson, Secretary
Lisa Detherage, Member Services Director
Roy Gray, Eastern Chapter (absent)
Lloyd Keyser, Eastern Chapter (absent)
Robin Strader, Central Chapter
Kevin Shaw, Central Chapter (absent)
Jacob Billingsly, Central Chapter
David Goodrum, Central Chapter – Vice-Chair
Brian Bourne, North Central Chapter
Stewart North, North Central Chapter (absent)
Chris Spriggs, Western Chapter
Alan Todd, Western Chapter
Susan Knuckles, Proxy for the Eastern Chapter

Old Minutes:

- The meeting minutes from the November 2014 were distributed and reviewed.

  Motion was made by Chris Spriggs to approve the November 2014 meeting minutes, second by Alan Todd. All in favor, motion carried.

Treasurer’s Report:

- Lloyd asked about a charge at our last meeting, Julie researched it and found that she had entered it twice in quicken.
- The Paypal fee will adjust each month automatically depending on amount in the account at the time.
- Julie has switched from Quicken to Quickbooks. All of the electronic data was lost during the transition and is being rekeyed into Quickbooks.
- The chapters will need to submit reports on a quarterly basis. Julie will be getting each chapter a new spreadsheet effective 2015.
- Draft budget was reviewed and it looks great! Good job, Julie!
Motion was made by Chris Spriggs to approve the Treasurer’s Report, second by Susan Knuckles. All in favor, motion carried.

Member Services Report:

- Chris Rockwell is our new programmer with the LWG and informed us that our security software was out of date. During the updates the functionality of the website was lost and a virus was discovered. The site is now back up and running.

  Motion was made by Alan Todd to approve the Member Services Report, second by Chris Spriggs. All in favor, motion carried.

Old Business:

- Still waiting on scanning from some Chapters.
- Lisa sent out a blast email soliciting nominees for the 2015 Vice Chair election. Lisa and Shaun have followed up with all nominees with no success. Robin Strader is the Central Chapter nominee and Alan Todd was recommended. Alan said he would think about it and get back with Shaun. Lisa advised that to have the ballots go out mid-March as previously discussed, the copy has to be to Paducah Printing by February 27th. Ballots will be sent to all 2014 members and must be postmarked by March 31 to be counted.
- The SOP for Records Retention was reviewed by the Board. Updates will be made and voted on at the next meeting.

New Business:

- Lisa was contacted by the Director of the Division of Water who requested a new KWWOA representative since Ed Fortner is no longer on the State Board. During this discussion, he mentioned that concerns have been raised regarding the quality of operator training and the need for facility specific training. He advised that there would be a conference call of a WW Advisory Board Subcommittee who would be exploring this and a so called operator shortage. Kevin, Lisa and Alan participated along with reps from KRWA, KMUA, WEA, and DCA. During the next WW Advisory Board it was learned that the initial training issue was raised by the Kentucky Engineering Group (Professional Engineers association) and then KMUA and KRWA raised the issue of an operator shortage after polling their members. During the meeting, DCA presented information that the number of operators has actually increased since the mid-90’s and that the operator-in-training class is meant to help facilities with staff shortages. DCA believes that the intent of all this discussion is to get the requirement for Class IV wastewater
operators reduced. In talking with the new DCA director, he felt it is somewhat due as well to there being new leadership at DCA and DOW and that outside entities often see this as an opportunity to raise old issues. There has not been any other contact/discussion since the WW Advisory Board Meeting.

- Alan Todd will represent KWWOA on the DOW Wastewater Advisory Committee. Kevin Shaw will continue as our Water Rep.

Committee Reports

Awards:
- Tours will be completed at the beginning of March.

KLA Program:
- Checking account balance is $2443.04.
- Field Only Certification training has been very successful. More training dates have been scheduled: March 30-31, 2015 - Henderson, KY, April 30- May 1, 2015 - Bowling Green, KY, May 28 & 29, 2015 - Pikeville, KY. Supplies/training costs $200.00 per person.
- Robin has asked if someone from each chapter could help her with this training. Chapters will be responsible to cover Robin’s travel expenses.

Conference Committee:
- Essential Details’ proposal is in hand. The Excel Pipe and Drape, Casino and Tent contracts are in place. Registrations are coming in and are on par with last year.
- Jim Collins with Brenntag assisted again this year with Industrial series and at some point we should consider him for the Eugene Nicholas award.
- The program is essentially done with the exception of the Safety series. It will not be submitted in time for review two months out.

Technical Committee:

Lisa, Alan Todd and Chris Spriggs met with LWG to discuss the proposals submitted for the website upgrade. Given the recent issues with the site programming and capability of the new project lead at LWG, the Committee feels it is best to stay with LWG at this point and accept the proposals as submitted.

*Motion was made by Robin Strader to contract with LWG for $19,576.00 to upgrade our website to Drupal 7 because they will soon cease to support our current platform. Also included in the price is a new mobile app which will increase access for our phone/tablet users and a bar code system which will*
allow vendors to capture attendee information and document training earned second by Brian Bourne. All in favor, motion carried.

Open for Discussion:
- Lisa asked for guidance on the Conferences we will attend in 2015 and it was suggested that we remain with the same ones from 2014.
- Next meeting is on May 11, 2015, 1:00am CST at Kentucky Dam State Resort Park.

Motion to adjourn at 2:33 pm EST made by Chris Spriggs, second by Robin Strader. All in favor, motion carried.