

Western Pacific Subsection of the Hawaii Section of AWWA General Meeting Minutes of October 10, 2014

Meeting Location: Guam Waterworks Authority (GWA) Main Conference Room

Time: 10:00 AM

Minutes Prepared by: Joey Cheng, Subsection Secretary, Brown and Caldwell (BC)

Attendees: 28 (Including 16 AWWA Voting Members)

Distribution: AWWA-HIWPS General Distribution List

Summary of Discussion and Actions

- Meeting began with introduction of the *ad hoc* Startup committee, followed by the attendees introducing themselves.
- Nominations received by e-mail were passed out to voting members and then nominations were called for from the floor. One additional nomination was made from the floor. Voting instructions were given from the Subsection by-laws.
- Ballots were cast and counted by Geigy Salayon and Ann Borja. The announced results were:
 - **Paul Kemp** as Chair
 - **Geigy Salayon** as Co-Chair
 - **Joey Cheng** as Secretary
 - **Nicole Quan** as Treasurer
 - **Bill Gilman** and **Ken Rekdahl** as Trustees
- The elected officers were then sworn in by the GWA Interim General Manager, Tom Cruz.
- **Meeting as Formal Subsection was opened** by the Chair who called for general discussion.
- A Subsection Mission Statement was selected based on Article II of the Subsection by-laws with the addition of the designated service area from Article IV as follows:

“The purpose of this Subsection shall be the advancement and dissemination of knowledge concerning the improvement of practice in the design, construction, operation and management of water works and all related activities, and supporting skill based training and an open exchange of experiences throughout Guam, the Commonwealth of the Mariana Islands, the Republic of Palau, and the Federated States of Micronesia.”
- Discussion was held on upcoming events and conferences. The following individuals volunteered to be the Planning Committee in addition to the Secretary (Joey Cheng) and Chair (Paul Kemp):
 - Miguel Bordallo
 - Sam Taylor
 - Vangie Lujan
 - Bill Gilman



- Discussion was held on having a Pipe Tapping Team for upcoming conferences. Tony Chargualaf volunteered to work to assemble a Team and support group.
- Discussion was held on the ways to reach out to the Subsection service area to expand members, participation and sponsorship.
- Sam Taylor suggested that the Subsection could reach out to Mike Lee (Region 9 EPA) for points of contact. He volunteered to make this contact for the Subsection.
- Discussion was held on social media such as a Subsection Website or Facebook Page. It was decided to further explore these and other alternatives. Ken Rekdahl volunteered to work with Vangie Lujan as a Social Media/Outreach Committee.
- Pete Diaz and Miguel Bordallo asked Paul Kemp to make a presentation in an upcoming Guam SAME and GSPE luncheon to promote AWWA-HIWPS. Paul agreed to do so.
- Discussion was held on the Subsection as a non-profit organization, since upcoming conferences and meetings would likely require sponsorship and conference fees.
- General and Board meetings can probably be held in various local member's company conference rooms, with various members making meeting arrangements.
- Meeting adjourned with group photos.

Action Items

The following are a list of actions as a result of the meeting discussion:

1. Send out photos and write-up for AWWA Hawaii Section newsletter
Assigned Person(s): Paul K and Joey C
Response Required: Completed
2. Complete and submit Revenue and Tax non-profit forms
Assigned Person(s): Ann B and Paul K
Status: End of October
3. Prepare and send out planning committees meeting schedule
Assigned Person(s): Paul K and Joey C
Response Required: End of the week of Oct 13rd
4. Send email from Social Media Committees for website and social media approach
Assigned Person(s): Ken R and Vangie L.
Response Required: End of October
5. Contact Region 9 EPA for regional Points of Contact
Assigned Person(s): Sam Taylor
Response Required: End of October



6. Provide update on Social Media approach
Assigned Person(s): Ken R and Vangie L.
Response Required: End of November
7. Setup and provide update on the Pipe Tapping Committee
Assigned Person(s): Tony C
Response Required: End of November

Meeting photos



Group Photo; General Meeting of AWWA-HIWPS on October 10, 2014



AWWA-HIWPS Board of Directors with Tom Cruz, GWA Interim General Manager
(L-R) Tom Cruz, (GWA GM), Bill Gilman (Trustee), Geigy Salayon (vice Chair), Paul Kemp (Chair)
Joey Cheng (Secretary) and Ken Rekdahl (Trustee). [Not present, Nicole Quan, (Treasurer).]