



May 2018 Member Outreach Requests

There were no requests to the GLWA Administration for the month of May. Attached is the executive summary from each work group meeting held in the month of May that highlight the topics covered and the action items that stemmed from the meeting.



EXECUTIVE SUMMARY

GROUP NAME: Communications Work Group

ATTENDEES: 16 Participants

MEETING DATE: May 10, 2018

MEETING TOPICS:

- Discuss Hot Topics and Concerns
- Discuss the Goals and Strategy for the Work Group
- Review GLWA Public Affairs Updates
- Review GLWA Water Operations Updates

REQUESTS TO GLWA ADMINISTRATION:

- None

ACTION ITEMS:

- Water Operations will review the Schoolcraft 48" main break for future communications guidelines to determine when GLWA may take on a communication role rather than a member community.
- Water Operations will follow up on GLWA's emergency preparedness table top exercise to determine if it is at a stage where it can be shared with members.
- Water Operations will provide an update to the membership on the LCR status.
- Bridgeport Consulting will develop a strategy to increase member participation in outreach activities.
- Bridgeport Consulting will work with GLWA Public Affairs to pursue media training for members.
- Outreach team will contact any communities that do not have a representative registered for one of the MDEQ Consecutive Sampling Workshops.



EXECUTIVE SUMMARY

GROUP NAME: Analytical Work Group

ATTENDEES: 48 Participants

MEETING DATE: May 15, 2018

MEETING TOPICS:

- Provided key updates on **ongoing initiatives and emerging issues:**
 - DTE will attend the June 21 One Water Partnership meeting.
 - Member input regarding peak demand and systems savings will be collected at the Sept. AWG meeting.
 - An update on the Lake Huron Water Treatment Plant metering will be provided at the Nov. AWG meeting.
 - DWSD is not able to share the legal opinion it received regarding lead service line replacement due to attorney/client privilege.
 - DWSD meter testing data is available in the Units of Service Phase 1 report.
- Delivered information about GLWA **pressure compliance**.
- Built a shared understanding of the status of **Units of Service:**
 - GLWA CEO Sue McCormick and City of Dearborn DPW Director Jim Murray announced that GLWA and Dearborn have reached an agreement (contingent on approval by their respective legislative bodies):
 1. Phase 1 data will be used for FY 2019 charges, inclusive of the 20% adjustment factor that is applied to all non-model contract customers
 2. As a path to master metering, two District Metered Areas (DMAs) will be established
 3. The parties will enter into a contract by 12/31/18; DMA data will inform the contract values
 - Dearborn will receive a credit or charge for the delta between Phase 1 and what is found with the DMAs
 - Dearborn's contract will include the benefits that model contracts have (i.e., a decreased adjustment factor as applicable)
- Presented information on the progress made to date regarding 14 Mile and Downriver **contingency planning**.
- Shared learnings from the **Water Storage Best Practices Workshop**, and provided suggestions for future workshop design.

REQUESTS TO GLWA ADMINISTRATION:

- None.

DECISIONS:

- None.

ACTION ITEMS:

- Brittany Galisdorfer will collect answers to all questions posed regarding Units of Service and provide them as part of the meeting summary.
- At a future meeting GLWA will review the details of the 14 Mile monitoring.



EXECUTIVE SUMMARY

GROUP NAME: Wastewater Best Practices

ATTENDEES: 21 Participants

MEETING DATE: May 16, 2018

MEETING TOPICS:

- Provided updates on **action items** from the previous meeting:
 - Oakland County Water Resources Commission (OCWRC) will not be hosting a PAA Pilot at this time.
 - GLWA Research & Innovation will share information at a later date about road salt and sodium hypochlorite.
 - Continuing education credits will be pursued for future work group meetings that have significant educational components.
- Shared information about **events** since the last Wastewater Best Practices (WWBP) Work Group meeting on March 21, 2018.
- Presented information and collected feedback on the preliminary and high-level **master plan** proposals for grit removal and regional operating plan.
- Agreed upon a schedule for members to share **sampling** strategies, procedures, protocols, and lessons learned at WWBP Work Group meetings.
- Outlined key objectives and next steps for inviting **sodium hypochlorite vendors** to a future WWBP Work Group meeting.

REQUESTS TO GLWA ADMINISTRATION:

- None.

DECISIONS:

- None.

ACTION ITEMS:

- Carl Johnson will attend the remaining 2018 WWBP work group meetings to provide updates on the master plan and to continue to solicit input; additional, interim meetings may be scheduled as needed to obtain feedback in between standing WWBP work group meetings.
- Members will bring to the next WWBP work group meeting (August 16) data on their annual and peak (using the April event) sodium hypochlorite use; they will also check with their procurements to see whether they can share their contracts with sodium hypochlorite vendors, and bring either the service level agreements (i.e. turnaround times) stated in their contracts or the contracts themselves.
- Chris Nastally will provide the template CSO discharge sign once it is final and will investigate whether GLWA may be willing/able to produce signs for members.



EXECUTIVE SUMMARY

GROUP NAME: AM/CIP Work Group

ATTENDEES: 36 Participants

MEETING DATE: May 22, 2018

MEETING TOPICS:

- Welcome Sam Smalley, DWSD Asset Manager, as the new member sponsor for the AM/CIP Work Group.
- Review and confirm the AM/CIP Go Forward Recommendations for the Work Group.
- Review GLWA's Capital Project Delivery Update.
- Review various methods of Collaborative Project Delivery.

REQUESTS TO GLWA ADMINISTRATION:

- None

DECISIONS:

- None

ACTION ITEMS:

- AM/CIP Work Group planning team (Lori Byron, Madison Merzlyakov, Jody Caldwell and Sam Smalley) will revise the Work Group Mission Statement based on the AM/CIP group's feedback.
- AM/CIP Work Group planning team to form a committee made of GLWA team members and member volunteers to develop a white paper to improve the CIP scope development process.



EXECUTIVE SUMMARY

GROUP NAME: Charges Work Group

ATTENDEES: 47 Participants

MEETING DATE: May 24, 2018

MEETING TOPICS:

- Provided an overview of the GLWA/DWSD **Memorandum of Understanding term sheet**, which provides clarity on matters that were intentionally left open at the time of bifurcation until there was better information:
 - No impact on Fiscal Year (FY) 2019 charges for members other than DWSD.
 - There are some impacts to the proposed budget and revenue requirement for DWSD.
 - The result is a largely non-cash transaction, with GLWA incurring a special item charge of \$94.3 million.
 - Despite the special item, the MOU provides other long-term benefits for both parties, which are expected to largely negate the impact over time.
- Delivered information about GLWA's **FY 2017 audited financial report**.
- Shared a **long-term financial forecast** with two scenarios to provide information to assist evaluation of GLWA financial policies.
- Presented key updates on **ongoing initiatives and emerging issues**.
 - The Contract Alignment Process is underway and going well.
 - GLWA negotiated model contracts with Gibraltar and Inkster, who were previously served by old contracts.
 - Units of Service Phase I is complete; Phase II details are being determined.
 - New data points will inform the Cost Allocation Project.
 - Charges Stability Initiative: sewer charges will be established at 100% of the FY 2019 budget assigned to the customer-specific cost pools.
 - Procurement underwent a reorganization and is working to increase vendor participation in its Small Business Initiative.
 - June 19 and 28 GLWA will host a Wastewater Charges National Symposium.

REQUESTS TO GLWA ADMINISTRATION:

- None.

DECISIONS:

- None.

ACTION ITEMS:

- At the next Charges Work Group meeting, Nicolette Bateson will provide:
 - An overview of the relationship between GLWA and DWSD, including the flow of funds, and
 - A refresher on Highland Park.
- Nicolette Bateson will provide members a financial summary to help clarify the MOU transaction.