



Office of the Chief Executive

735 Randolph Street, Suite 1900

Detroit, Michigan 48226

January 23, 2019

The Honorable
Board of Directors
Great Lakes Water Authority

Dear Chairman Baker and Directors:

Regarding: CEO's Report – January 2019

Happy New Year! Although it was only a few weeks ago that I delivered my December report to you but as you can see, progress at GLWA did not stop with the holiday season. Earlier this month, we formally submitted our proposed 5-year financial plan including our biennial budget to the GLWA Board of Directors for your review.

At tonight's meeting we are submitting our proposed Capital Improvement Plan, and our proposed schedule of charges for the 2019-20 Fiscal Year to the Board of Directors for your review. These submissions mark the formal start of the Board's review. However, much review and dialogue of preliminary drafts has already been performed with Board Subcommittees, Member-Partners, and GLWA's internal staff have already been performed to ensure that the documents submitted tonight are directionally aligned with the needs of the utility and the communities we serve. I look forward to continuing these discussions in the weeks to come, but I do want to start the new year by saying thank you to GLWA's many partners and stakeholders for all they contribute to this process.

Tonight, is also important because it marks our first community meeting of 2019. It is more than appropriate that we will review GLWA's brand strategy at tonight's meeting. I want to start the new year by saying thank you to Mayor Matakas, the Allen Park City Council and all those from this community that have welcomed us to your beautiful facility.

PLANNING SERVICES

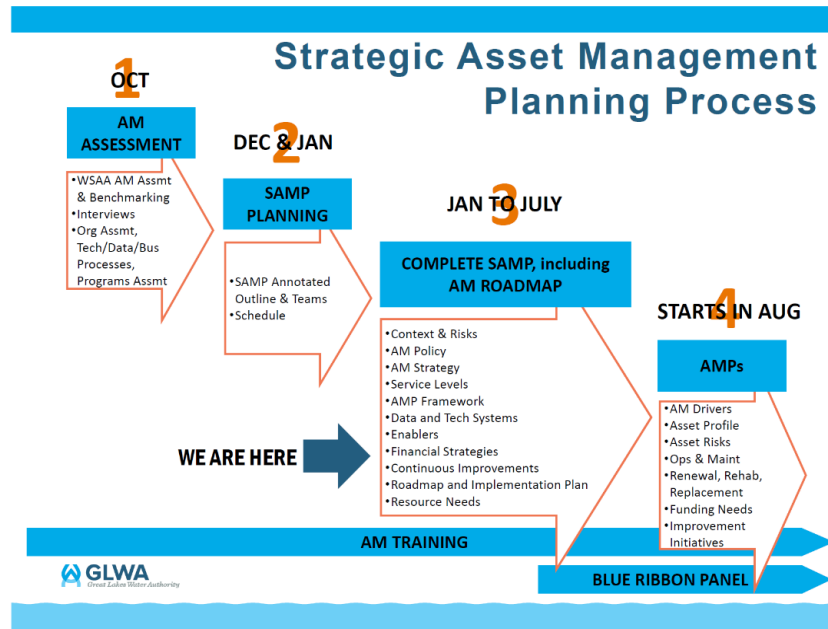
Asset Management

The Strategic Asset Management Plan (SAMP) was kicked off at a WebEx meeting held on January 10, 2019. Six teams have been established that are responsible for the content and development of various aspects of the plan.

The six teams are:

- A. SAMP Framework
- B. Asset Management Drivers, Service Levels & Policy
- C. Asset Management Financial Strategies
- D. Asset Profile, Data, Technology
- E. Asset Management Plan Framework
- F. Change Management, Performance and Implementation

Each team has an executive sponsor and many subject matter experts that will help to shape GLWA's asset management strategy across the organization. The plan is expected to be published in fall of 2019. Following the SAMP, GLWA will be moving directly into developing individual Asset Management Plans for systems and business unit throughout GLWA.

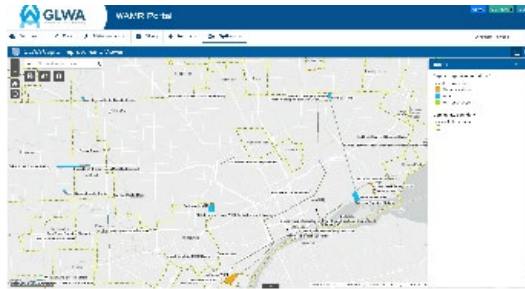


CIP Group

The 2020 – 2024 Capital Improvement Plan, Preliminary Draft 2 was released on December 18, 2018 at both the AM/CIP Committee Work Group meeting and the GLWA CIP Committee meeting. A presentation to the GLWA Board will occur on January 23, 2019. Although the plan has not been formally approved at this time, GLWA has added the updated CIP data to the GIS viewer located within the Greater Detroit Regional Sanitary Sewer system (GDRSS) and the Water Automated Meter Reading (WAMR) portals.

PLANNING SERVICES (continued)

The viewer contains the same project data that is presented in the 2020-2024 Capital Improvement Plan, Preliminary Draft 2, however this data is organized geographically. Member Partners that would like access to this viewer and currently do not have access to either the GDRSS or the WAMR portals, please email wamr@glwater.org or gdrss@glwater.org to request access.



Negotiations for the Capital Program Manager continue to move forward with AECOM. It's anticipated that final negotiations will wrap up this month with an expected presentation to the Operations and Resources Committee in February.

Systems Planning Group

The Water Analytical Work Group (AWG) came to consensus regarding the FY2020 Units of Service for the City of Dearborn, the City of Detroit and Highland Park at a special AWG meeting that was held on December 11, 2018. The values that were presented at the November 29, 2018 Charges Rollout-Out meeting did not change for the City of Dearborn (max day, peak hour, non-revenue water) and Highland Park (max day, peak hour, total volume). The values for the City of Detroit will change based on the consensus achieved to modify a calculation related to one of the District Meter Areas (DMA). The work group is now focused on planning for the new year and spent substantial time at the January 15, 2019 meeting setting priorities for 2019.

The Asset Management and CIP Work Group held its last meeting of 2018 on December 18, 2018. The meeting focused on the second preliminary draft of the FY2020-2024 Capital Improvement Plan. Feedback was solicited regarding the process of the CIP rollout and the document itself. Overall, the group was encouraged to see continuous improvement in both the rollout process and the document. Jody Caldwell reviewed the noteworthy changes from the first draft to the second and shared the comments and questions that were received. Nicolette Bateson shared a high-level overview of the CIP Financial Plan (Section III) and its highlights. Andrew Sosnoski provided a Construction Work in Progress (CWIP) update, sharing the new and improved format of the CWIP report.

The One Water Co-Chairs are kicking off the new year with a meeting in January to plan for 2019 and to welcome the new co-chairs that were elected at the December 13, 2018 One Water Partnership Meeting. Carrie Cox (Oakland County Water Resources Commissioner's Office) and Bill Turner (Brownstown Township) were elected to represent Oakland and Wayne County respectively.

PLANNING SERVICES (continued)

The group is excited to welcome the newcomers and to lay out the goals for 2019.



Bill Turner

Carrie Cox

Systems Planning Group

December Member Outreach Meeting Attendance	
Meeting	# Attended
Water Management Best Practices Work Group (12/5)	10
Public Education Work Group (12/6)	13
Wastewater Analytics Task Force (12/7)	24
Water Analytical Work Group (12/11)	29
One Water Partnership (12/13)	80
Wastewater Master Plan Steering Team (12/14)	33
Asset Management & CIP Work Group (12/18)	39

The Wastewater Master Plan (WWMP) finished the year with a flurry of activity, including completion of two technical memos, which are currently under review by GLWA:

- ☐ Technical Memo #1 – West Side Model Integration
- ☐ Technical Memo #3 – WRRF Models

The WWMP Team held a collaboration meeting with watershed groups and discussed the concept of a regional water quality monitoring program.

PLANNING SERVICES (continued)

Watershed groups included Friends of the Rouge, Alliance of Rouge Communities, Clinton River Watershed Council and SEMCOG. Other collaboration activities include working with the Detroit Riverfront Conservancy (DRC) on planning for West Riverfront Park, and meetings with MDOT regarding upcoming projects. In 2019, the WWMP Team will focus on completing the Regional Sewer Collection System model and using the model to review alternatives for a long-term plan.



Photo courtesy of the DRC

System Analytics and Meter Operations Group (SA&MO)



The System Analytics and Meter Operations Group reached a milestone with its consultant Black & Veatch when the water units of service for non-master metered customers for the FY2020 charges was completed and consensus among Member Partners was achieved.

Two team members from the System Analytics and Meter Operations Group (SA&MO) traveled to Florida to attend and present at the Water Research Foundation’s (WRF) Automated Meter Infrastructure (AMI) Meter Data Analysis Conference. The presentation will be included in the upcoming WRF AMI Meter Data Analysis Project.

The SA&MO group recently kicked off the “Wholesale Water Meter Pit Rehabilitation and Meter Replacement” project. In this project, we have replaced a large meter in St. Clair Shores. This work was completed collaboratively with St. Clair Shores and their replacement of their PRV which is in the same vault. This effort required significant coordination between our respective staff members and the contractors. The meters to be replaced in the first year of the contract are being evaluated by the contractor.

The Group has received positive feedback from Member Partners since rolling out the modernized Wholesale Automatic Meter Reading (WAMR) Portal. We welcomed users from Southgate, Lincoln Park, Berlin Township, Belleville and Hennessey Engineers to GLWA’s Central Services Facility to take part in WAMR training and take a tour of the Systems Control Center. Member Partner representatives from Farmington Hills and Inkster are scheduled to participate in WAMR training which was scheduled on January 17, 2019.

WASTEWATER OPERATING SERVICES

Wastewater Operations Group

Water Resource Recovery Facility (WRRF) operations were in compliance with the Water Quality Standards for the month of December 2018.

Team members were trained on operating the new River Rouge Disinfection Facility.

Maintenance Group

As the Utility of the Future, it is important for the WRRF to maintain a professional appearance throughout the facility. As part of this effort, the facility will improve site safety, aesthetics, and inventory management. In support of this initiative, the team is working on eliminating the storage containers that are distributed throughout the site. The shipping containers are in various conditions, and mostly used for inefficient equipment storage. The Facilities Team in collaboration with the Materials and Logistics Team are working to inventory and dispose of all the unsightly containers. Appropriately stored items will be transferred to warehouses, and all other items will be scrapped or disposed of. The target goal is the removal of at least two containers a month. When the containers are emptied, they will be removed and disposed of for the scrap value.



Old storage containers in the Secondary Process area.

WASTEWATER OPERATING SERVICES (continued)

Process Control Center (PCC) Group

The PCC Group completed a system acceptance test of Aeration Basin 2 as part of the ongoing construction project to rehabilitate and improve operation of the facilities activated sludge process. Progress is being made in tying the controls of the existing Disinfection Facility with the new River Rouge Disinfection Facility. PCC continues to support the control system needs of nine CSO facilities and WRRF.

Laboratory Group

PFAS (Per-fluoroalkyl substances) sampling of WRRF effluent was conducted for the first quarter of this year.

Industrial Waste Control (IWC) Group

The IWC Group is scheduled to be completely moved out of the Livernois Center building by January 18th and relocated in the Administrative building at the WRRF in order to make way for the Gordie Howe International Bridge.

The IWC Group continues to work diligently to identify sources of PFAS compounds in response to MDEQ's directive on PFAS. The following are the most recent developments:

- To comply with the identification of source requirement, IWC has received sample results for 133 users, with an additional 15 pending completion. These 15 include the landfills (deferred by the State) and intermittent dischargers. Sampling will be completed by March 2019.
- Forty-three facilities (an increase of ten from last month) have been classified as Significant Sources of PFAS compounds and in violation of the pass-through prohibition. As such, they were notified of this classification and the need to develop and implement a Best Management Plan to reduce and eliminate PFAS compounds from their discharge.

Engineering & Construction Groups

Design Engineering

The Design Engineering Team is nearing completion of design efforts for relocation of the Analytical Lab to the WRRF. Included in this project is the various laboratory facilities required to perform the needed analyses, including meeting rooms, support areas for additional personnel, and HVAC upgrades to the WRRF Administrative Building required to optimize energy efficiency.

Additional ongoing projects are:

- Replacement of existing gas detection equipment at Pump Station No.2
- Dewatering Roof Replacement at Complex II

WASTEWATER OPERATING SERVICES (continued)

The Design Engineering Team also continues to provide engineering assistance to the Operations and Maintenance Teams as required.

Construction Engineering Group

The improvement project ‘Modifications to Incinerator Sludge Feed Systems in Complex II at WRRF’ is currently underway, with a project final completion date of January 30, 2021. The scope of the project includes complete reconstruction of the dewatered sludge belt conveyors damaged during the Spring 2016 fire event. Additionally, the existing incinerator feed screw hoppers are being replaced with newer systems which will allow for more precise feed control of the dewatered sludge cake into the individual incinerator units.

Other project components, such as replacement of the sixth floor medium-voltage substation, motor control centers, painting, and light fixture replacements are progressing on schedule. Nearly all light fixtures will be updated to high efficiency LED units.



New belt conveyor ‘E’, structural stainless steel, and re-coated Complex II basement walls, ceiling, and process piping

WASTEWATER OPERATING SERVICES (continued)

Construction of the Rehabilitation of Rectangular Primary Clarifiers project, Aeration System Improvements project, and Rouge River Outfall Disinfection project are progressing.

CSO Control Program Team

Repairs are currently underway to fix the leaks and structural issues mentioned in the December 2018 report at the St. Aubin Outfall. The schedule for completion is tentatively the middle of January for the leak and void filling repairs and the middle of February for structural repairs. The Infiltration in this outfall was in excess of 1 MGD, and now it has been eliminated. For the solution, we worked with Havener Tech on an expanding polymer technology to stop the leaks and fill the voids in collaboration with Inland Waters and NTH on CON-149. See the photos below of Havener Tech sealing a leak and polymer coming out where it was leaking to seal the leak.



GLWA received four proposals for the CS-299 CSO Facilities Assessment Project. Evaluation of the proposals is underway. This project is planned to proceed July 1, 2019, and we feel we are on target to meet or beat that expected start time. Furthermore, we received ten proposals for Job Order Contracting in December 2018, and these are also currently under evaluation.

The CSO Team has awarded the roof replacement project at Puritan-Fenkell to Royal Roofing. The CSO Team is currently working to award contracts for replacement of makeup air units (MAUs) for the Baby Creek Facility and electrical improvements for the Leib Facility. Construction plans for the Seven Mile CSO include shunt clean out, instrumentation replacement, roof replacement, and miscellaneous site improvements and are anticipated to occur staggered over the next twelve months. A hydraulic study is anticipated to begin for the Puritan-Fenkell and Seven Mile CSO Facilities district in the first quarter of 2019. This study is aimed at reviewing the system in that area and the hydraulics of the basins and evaluating the existing configuration and possible future configuration to achieve better operational capabilities. The CSO Team is actively planning and working to execute many other small design projects which are laser-focused at resolving specific issues at each CSO Facility.

WASTEWATER OPERATING SERVICES (continued)

These improvements include drainage improvements, chemical feed system improvements, improved operational flexibility, HVAC improvements, reliability centered maintenance studies, and other opportunities as they arise.

While we are focused at making improvements to the CSO Facilities, we are also working to improve maintenance activities at each of the CSO Facilities. Currently, we are working with the WRRF Local Asset Management Team to develop solicitations for electric and hydraulic actuator maintenance, aboveground storage tank (AST) inspection/repair, and switchgear and motor control center (MCC) maintenance. For other maintenance projects we are setting up training sessions with manufacturers to train our own GLWA team members to perform the maintenance and repairs on their own. Aside from maintenance, the CSO Team has also been working closely with the WRRF Engineering Team to develop a Task Order Engineering Services (TOES) contract solicitation for the WRRF and CSO groups. We anticipate these solicitations to be advertised in the first quarter of 2019.

WATER OPERATIONS

Water Works Park Treatment Plant

It is a pleasure to announce that the Operations Laboratory at Water Works Park (WWP), which is continuously certified by the Michigan Department of Environmental Quality (MDEQ), is now designated as the site for the Lab Practical Exam. This exam is required for all GLWA plant water technicians and chemists. Few laboratories in the State of Michigan have this designation and distinct honor.

Water Operations has successfully completed another season of Hypochlorination at the Belle Isle Intake. Each year in mid-November, the reduction of the zebra mussel population is achieved with the combination of low temperature and the application of sodium hypochlorite at the intake structure for ten (10) to twelve (12) days. This year, we started the project on November 19, 2018 and it ran until December 2, 2018. Sodium hypochlorite was applied at the intake to achieve free chlorine residuals at the Low Lift and Raw Water Booster Stations of .9 – 1.1 mg/l. No taste or odor problems have been observed during this process. The goal was to reduce the accumulation of zebra mussels within the interior of the intake pipes, which can lead to a reduction of flow to Water Works Park, Springwells, and North East Water Treatment Plants.

WATER OPERATIONS (continued)

Systems Control Center

Adams Road Pump Benchmarking Results

Pumping cost is a major component for GLWA water supply operations. It is critical to benchmark the pumps time to time to understand the operating and maintenance costs related to water supply. Benchmarking can benefit with not only the energy reduction but with equipment reliability and maintenance savings.

Optimal Pump Selection Assessment for Adams Pumping Station^(a)						
Pump ID	L1^(b)	L2	L3	L4	R1^(c)	R2^(c)
Calendar Hours (5/1 to 12/10/18)	5354	5354	5354	5354	5354	5354
Pump Run Time (hrs.)	4498	1297	315	524	193	186
Volume Pumped (MG)	2,122	829	194	313	100	112
Energy Used (kWh)	1,505,372	671,341	162,524	303,333	149,942	160,175
Average Pump Efficiency (%)	64.4%	73.3%	73.3%	62.9%	77.7%	76.4%
Average Throttle Valve Position (%)	N.A.	83.3%	74.1%	77.3%	35.6%	42.5%
Energy Loss Due to Throttling (kWh)	N.A.	40,110	14,705	18,191	37,448	34,730
Throttling Energy Loss Percentage (%)	N.A.	6.0%	9.0%	6.0%	25.0%	21.7%
Overall Pumping Unit Efficiency (%)	64.4%	67.3%	64.3%	56.9%	52.7%	54.7%
Unit Energy Cost (\$/MG)	\$67.40	\$76.89	\$79.41	\$92.07	\$142.67	\$136.27
Optimal Pump Selection Order	1	2	3	4	No. 2 for Reservoir Pumping	No. 1 for Reservoir Pumping
(a) The assessment is based on the ADM pumping dashboard calculations for a period from 5/1/2018 to 12/10/2018.						
(b) Pump L1 is a variable frequency pump. It run at average speed of about 86% its full speed during the assessment period.						
(c) Pumps R1 and R2 are reservoir pumps that suction water from the 10-MG reservoir with an average water level of 17.6 feet during the assessment period.						

WATER OPERATIONS (continued)

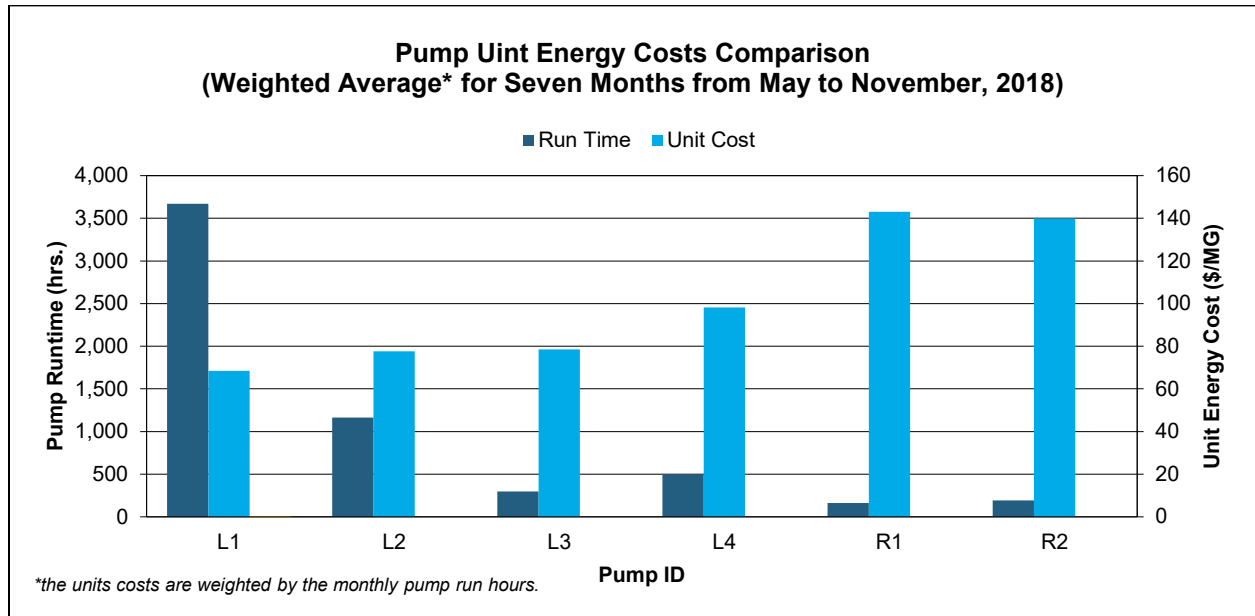


Figure 1. Adams Road Pump Benchmarking Results

Northwest Interceptor – Emergency Rehabilitation

Based on the observed conditions, the Northwest Interceptor (NWI) between Tireman Avenue and Warren Avenue was divided into ten reaches. Reach 2 is in poor condition. Reach 7 and Reach 9 are in extremely poor condition. Conditions at Reach 2 generally consist of longitudinal cracking, diagonal cracking, circumferential cracking and egging of the pipe resulting in up to 6-inches out of roundness. Conditions at Reach 7 and 9 generally consist of circumferential, longitudinal, and diagonal cracking (up to 6" wide), cracks offset up to 5 inches, and sections of broken pipe and sections of possible missing invert. The interceptor also appears to have settled up to 12-inches in Reach 7 and Reach 9.



Observations made during the December 13, 2018 inspection indicate that there has been significant loss of ground through the NWI and there is potential for significant voids around the NWI.

WATER OPERATIONS (continued)

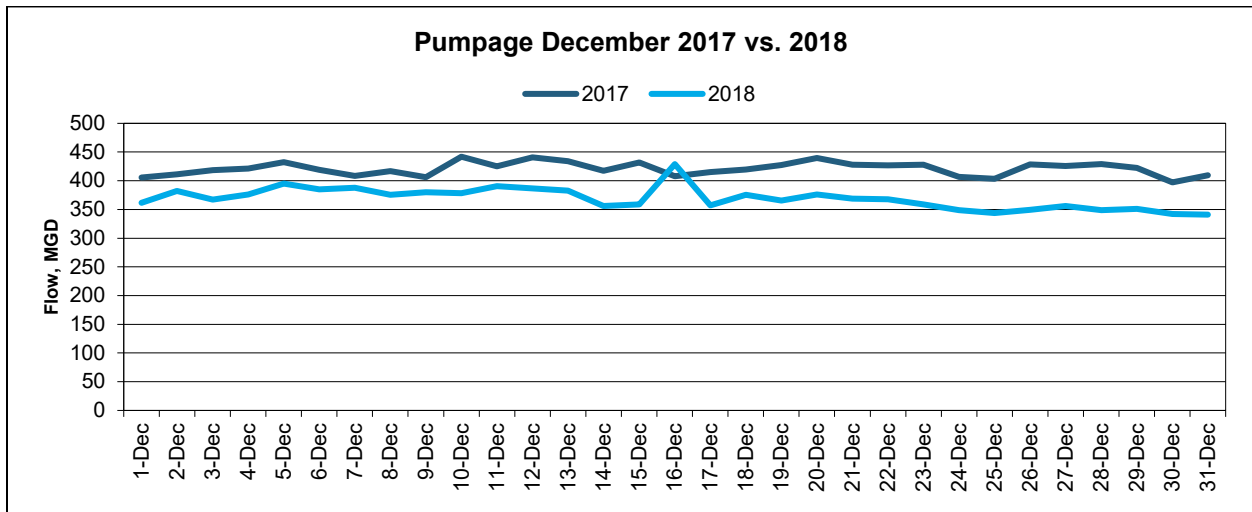
The following emergency actions are recommended as soon as possible to provide emergency stabilization of the interceptor and protection of the public:

- Emergency Interceptor Support Program
- Emergency Dewatering Program
- Begin construction of the Bypass Pumping Shaft as shown on NWI Rehabilitation drawings dated September 28, 2018.
- Close the western half of Pierson Street in the vicinity of Reach 7 through Reach 9 and limit traffic on the remaining portion in Reach 7 and Reach 9 to “Cars Only”.

Systems Control Center

December 2018 Pumpage

December 2018 pumpage was 12.3% lower than December 2017



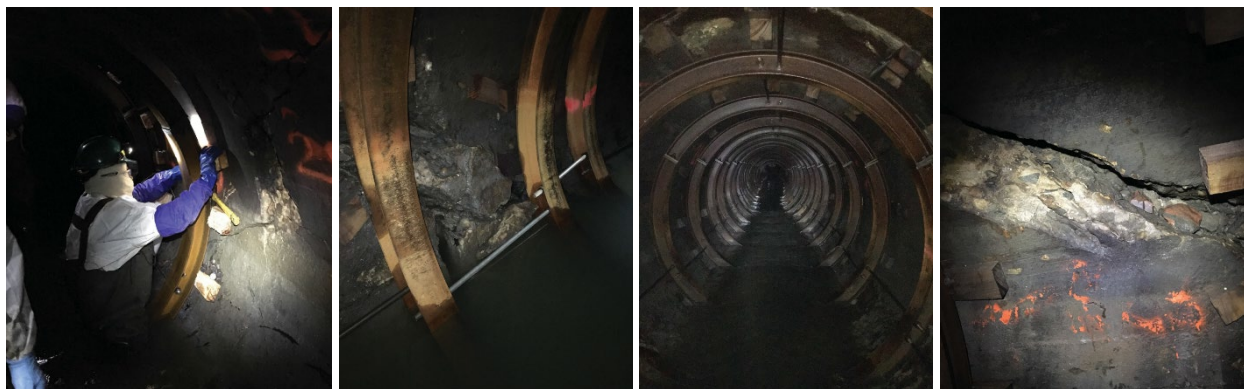
Northwest Interceptor at Warren Emergency Repairs Update

Contract No. GLWA-CON-149 “Emergency Sewer Repair” • CIP# 260201

GLWA contractor has installed ribs in the deteriorated Northwest Interceptor area north of Warren Avenue. GLWA has obtained Part 41 permit from the Michigan Department of Environmental Quality (MDEQ) to perform the rehabilitation of this section on an expedited basis.

WATER OPERATIONS (continued)

The following pictures show the rib installation and some of the defect areas.



Energy, Research & Innovation

The abstract “*Real-Time Market-Based Control Algorithm Decreases Combined Sewer Overflows in a Portion of the Great Lakes Water Authorities Collection System*” submitted by Branko Kerkez, Greg Ewing (both University of Michigan) and Wendy Barrott (GLWA, Research & Innovation), was selected for the Michigan Water Environment Association’s (MWEA) annual conference next year. The presentation will be held as part of the session on collection systems on Monday, June 24, 2019.

Research & Innovation (R&I)

R&I participated in partner update calls on two ongoing projects GLWA is supporting: The recently initiated Water Research Foundation (WRF) project #4907 “Leading Water and Wastewater Utility Innovation” will hold five workshops. Workshop 4 – “Innovation Strategy and Challenge Development” will be hosted by GLWA in Detroit during the month of October 2019.

At the last University partners meeting, R&I provided requests for proposals to research biosolids nutrient availability, PFAS and microplastics. Research proposals had been received and were discussed in an initial call with Michigan State University (MSU) whose interdisciplinary team from the engineering and soil sciences submitted a proposal to study nutrient and PFAS mobility upon application of GLWA biosolids. The MSU team provided a strong proposal and is uniquely qualified to conduct this research on behalf of GLWA. Based on the discussion a revised proposal will be submitted.

With support from GLWA, three professors from this team were awarded a grant from the Corn Marketing Program of Michigan. Their proposal on “Transport, Fate, and Plant Availability Index of Phosphorus in Crop Land” uses a modeling approach to investigate soil phosphorus sorption dynamics which aligns well with the GLWA initiated project.

WATER OPERATIONS (continued)

Engineering

Active Project Spotlight

Project Name: Springwells Reservoir Fill Line		
GLWA Project Manager: Erich Klun	Contractor: Ric Man Detroit Inc	Contract Number: CON-253
Project Start Date: 4/20/2018	Project Completion Date: 7/19/2019	Contract Amount: \$ 4,270,500.00
Invoiced to Date: \$448,126.67	Balance Remaining: \$3,822,373.33	Last invoice Date: 10/31/2018
Current Work in Progress	Installing concrete form panels on the North and South side of the Valve Vaults. 42” splice bars have been extended to the East and West wall vertically into the Valve Vault roof. All Forms have been covered with frost blankets	
Project Schedule (% Complete)	25% Completion	
Project Projections	Walls are scheduled to be poured the week of January 7 th – weather permitting. Pipe is schedule for delivery the week of January 14 th	
Problems, Issues & Resolutions	None at this time	



Installing bulkhead with water stop



Braced Valve Vault Wall

INFORMATION TECHNOLOGY

The Information Technology Security and Risk team is looking at options for implementing two-factor authentication, for remote VPN access to the GLWA network. This will greatly increase the security of the GLWA network, by requiring not only a user name and password, but also a one-time generated code, each time a user connects remotely to the network via VPN. We are tentatively planning to implement two-factor authentication for VPN remote access in the second quarter of 2019.

The Information Technology Business Productivity Applications team has worked to activate the Microsoft Software Assurance Home Use discount program for GLWA employees. Under the Home Use Program, GLWA employees who are users of Microsoft applications at work (e.g. Office Enterprise) may acquire a licensed copy of the corresponding Home Use Program software to install and use on a personal home computer for a significantly discounted rate. Information on how to take advantage of the discounted pricing is posted on the Organizational Development GLWA Employee Discounts page.

The Information Technology Enterprise Asset Management Systems team has completed the BS&A-WAM GL Accounts Interface project, which establishes an interface between GLWA's financial software, BS&A and WAM's GL Account values. This interface will synchronize the general ledger accounts between the two systems so that valid accounts are consistently referenced for work order, requisition and inventory processes within WAM.

The Information Technology Enterprise Asset Management Systems team has completed a separation and update of DWSD and GLWA MISS DIG 811 accounts within Oracle WAM and the mobile work management application, Service Link (refer to inset).

New MISS DIG 811 field completion for GLWA utility locating crews using mobile workforce management app

Currently, the PMO is managing 24 active projects and is processing nine project requests.

PUBLIC AFFAIRS GROUP

The 10th edition of GLWA’s quarterly magazine written by team members for our team members was published in December. The cover story featured Southwest Water Treatment Plant Manager Ron Hayes, (pictured right) who shared how he inspires and motivates this team. The cover of the magazine highlights the new five-foot display that showcases GLWA’s service area, as well as glass plaques for each team member at Southwest who holds an operator’s license. Ron built the display himself! The magazine also introduces GLWA Water Technician Louis Hinman through the regular “5 Questions” feature.



GLWA’s team members continue to support our community outreach efforts. This past holiday season, GLWA teamed up with The Children’s Center (TCC) for a second year to support their Holiday Shop Program. The Holiday Shop provides parents from southeast Michigan an opportunity to shop for free for Christmas gifts and winter items to give their children. GLWA team members collected toys, winter clothes, basic necessity items, books and educational items for children ages 0-18. Through our collective efforts, 18 bins of donations were delivered to TCC (which were generously delivered by our Fleet and Facilities team), along with a monetary donation of \$200.00 and a variety of gift cards. This year, 52 team members served as volunteers during TCC’s Holiday Shop program. This is an increase of 14 volunteers from last year! Volunteers helped to decorate TCC’s “Winter Wonderland,” served as personal shoppers, gift wrappers and elves. The Public Affairs Team would like to thank everyone for their efforts; whether you purchased a gift, volunteered your time, shared a memory or simply donated online – your effort helped to make a child’s Christmas magical this year!

SECURITY AND INTEGRITY

During the month of December, the Security and Integrity Group has finalized the Water Buffalo Project. This project assists in transporting emergency water to communities during a water emergency event. The group has completed the Michigan Critical Incident Management System (MI CIMS) training for all Security and Integrity new hires.

The Hazmat Unit has coordinated and completed a total of 195 hours of training during the month.

Security and Integrity continues its planning for table top exercises with Dearborn, Detroit and Wayne County Emergency Management with the exercises will be held in 2019. In addition, the Group is continuing to review the Emergency Response Plan for an update due in May 2019.

The group also conducted a secondary Systems Control Center Emergency Response drill.

ORGANIZATIONAL DEVELOPMENT

Apprenticeship and Talent Pipeline Programs

GLWA started 2019 with the launch of a second Apprenticeship Program for Maintenance Technicians. Forty (40) candidates completed eight weeks of Pre-Apprenticeship training at Focus: HOPE and seven (7) were selected to be trained through a three (3) year- ten (10) month apprenticeship program that will provide on-the-job training and education at no cost to the apprentices. Apprentices will attend classes at Henry Ford College to earn their Maintenance Technician Certification, as well as work full-time at a GLWA facility. Two (2) of the seven were internal team members, Damon Johnson and Demario Barker who applied for the opportunity, completed the training at Focus: HOPE in the evenings after work.

During on-the-job training, Apprentices will rotate locations every six months and work one-on-one with a GLWA Journey Worker/Mentor in order to learn as much as possible about the entire water treatment system. Per our approved Standards of Apprentices, a Journey worker is defined as a worker who has attained a level of skills, abilities and competencies recognized within an industry as mastery of the skills and competencies required for the occupation. The Maintenance Technician Apprentices will learn the various operations within the Authority's system such as the installation, maintenance and repair of water lines and fixtures, installing and repairing water meters, and decommissioning meters. Upon successful completion of the apprenticeship program, individuals will have obtained a Maintenance Technician certification from Henry Ford College, and a Department of Labor Journey Worker card in addition to their employment with GLWA.

Organizational Wellness will be conducting a survey to identify most effective sources for recruitment, and to encourage GLWA team members to refer qualified candidate in their own network. 5.3% of GLWA hires were from Employee Referrals. Referrals allow us to tap into our greatest asset – our team members.

Benefits & Wellness

2019 Open Enrollment resulted in 985 team member enrollments processed. One of the most popular benefits offered was the Heritage Vision buy-up plan elected by 247 team members.

CVS Caremark successfully bid to maintain our Pharmacy Benefits account beginning FY 2019. GLWA received a \$129,690.38 reimbursement check as a result of the audit for the 2016-2018 plan years by Caremark and AEPC/Remedy Analytics.

ORGANIZATIONAL DEVELOPMENT (continued)

Staffing

Since the last CEO report, December 2018, no new contractors have become GLWA team members. The table below provides a breakdown of GLWA Team Members to date:

Total Staffing - Regular FTEs	985
Number of Hires - 2019 YTD	17
Total Number of Contractors (FTEs)	122

Training

Between January 1, 2018, and December 31, 2018, GLWA:

- Provided over 32,201 hours of training and development.
- Provided training and development to 5707 GLWA team members (more than two courses per team member).
- Facilitated 181 courses, in Safety, Water Operations, Wastewater Operations, and Technology.

LEGAL

General Counsel's January Report is an attachment to the Chief Executive Officer's Report.

Respectfully submitted,



Sue F. McCormick
Chief Executive Officer

SFM/dlr



Office of the General Counsel

735 Randolph Street, Suite 1900
Detroit, Michigan 48226

Office of the General Counsel – January, 2019

- ***NPDES Permit Renewal and ACO Dismissal:*** The Office continues to support this initiative and has retained an expert to assist in this endeavor. The Office prepared and submitted the renewal application for the Permit and materials on financial capability. GLWA received the draft Permit and provided comments to the MDEQ.
- ***Legislative Updates:*** The Office continues to support HB 4806 which contains amendments to the exception to governmental immunity, regarding liability for sewer back up claims. GLWA continues to cooperate with member partners on the Lead and Copper Rules as well and attend webinars on the subject.
- ***Gordie Howe International Bridge:*** The IWC program has vacated 303 Livernois and relocated to WWRF, however, GLWA's reimbursable relocation costs remain an open item.
- ***Water Contract Reopener Negotiations:*** The model water contract prescribes specified periods at which the parties are encouraged to renegotiate the contract max day and peak hour values. At the December One Water Partnership meeting, the customer membership voted to move all contracts to the same reopener schedule. Beginning in March 2018, GLWA embarked on negotiations with 55 customers over an 8-month period to effectuate this request. All contract amendments have been approved by the member partners but for one, the City of Flat Rock. The City is attempting to secure a letter from Ford that will commit Ford to managing its flows during the summer peak. The parties hope to have the letter in hand by January 18. Without the letter, the City's contract will not be amended.
- ***Water Contract Negotiations:*** The Office continues discussions with the City of Dearborn on a model contract. The Cities of Trenton and Grosse Ile Township have agreed to the model contract.
- ***Environmental and Workplace Safety Compliance:*** The Office continues to work with the COO and team leaders from both the water and sewer systems to comply with regulations and to respond to any alleged violations. The Office is also assisting on GLWA's property remediation efforts.
- ***Record Retention Policy:*** The Office is drafting a record retention policy for GLWA.
- ***Industrial Pretreatment Program:*** The Office continued to work with the Industrial Waste Control ("IWC") Group and external stakeholders on finalizing and implementing an updated IPP and overseeing the current program. The Office is also coordinating the transfer of a portion of GLWA's IPP to the Oakland County Water Resource Commissioner ("OCWRC").
- ***Member Outreach:*** The Office continues to be an active participant in Member Outreach sessions.

- **Main Relocations:** The Office continues to support water operations in its discussions with community stakeholders regarding water main relocations.
- **Third Feed to WRRF:** The Office continues to work with DTE and Conrail to identify the most cost-effective method to construct and operate a third feed to WRRF. Conrail and GLWA signed the purchase agreement and are scheduling a closing date. GLWA has orders granting possession of all easements necessary for the project.
- **Civil Litigation:** The Office continues to vigorously defend actions against GLWA, including recently filed class action lawsuit regarding IWC charges. GLWA continues to pursue its action against Highland Park for the collection of unpaid water and sewer invoices. Recently, Highland Park filed an amended complaint against GLWA. In the past month, GLWA was named in three lawsuits.
- **Labor Relations:** The Office continues to provide legal advice to Organizational Development on labor relations and employment matters.
- **Restrictive Covenant:** The Office assisted in the negotiations of a restrictive covenant for a riverfront development in Detroit.
- **Arbitration:** The Office filed a notice for arbitration pursuant to the Leases.
- **Northeast Pump Station:** GLWA and OMIDDD are negotiating an amendment to the services contract to allow OMIDDD to fund maintenance, repairs and capital improvements to the facility.
- **Water Main Breaks:** GLWA is investigating water main break claims within member-partners distribution systems. On December 20, 2018, settlement offers were made to the City of Southgate (partial payment; claimed \$39,733.19, offered \$22,225.24), Village of South Rockwood (payment in full for \$2,868.71) and City of Taylor (payment in full for \$18,865.32). The City of Taylor acknowledged receipt of the offer and indicated they would seek appropriate signatures. The Village of South Rockwood's Council approved the Settlement and Release Agreement as requested. The South Rockwood Agreement will appear on the GLWA Board's agenda for February 13, 2019.
- **Procurement:** The Office continues to assist GLWA's Procurement Team negotiate contracts, change orders and amendments and interpret contractual provisions. The Office is also assisting with the Procurement Policy and Procedures and updating GLWA's template contracts.
- **Seminars Attended:** Michigan Defense Trial Counsel Meeting; 2018 Annual Ethics Meeting and Defense Research Institute Training regarding litigation and insurance matters.

- **Past Month's Statistics:**

Contracts reviewed as to form:	31
Contracts drafted or revised:	24
Subpoenas/Information requests received:	4
Subpoenas/Information responded to:	4