Office of the Chief Executive
735 Randolph Street, Suite 1900
Detroit, Michigan 48226

September 23, 2020

The Honorable
Board of Directors
Great Lakes Water Authority

Dear Chairperson Walker-Griffea and Directors:

Regarding: CEO's Report – September 23, 2020

Last week the United States Environmental Protection Agency (EPA) announced an intent to issue updated Financial Capability Assessment Guidance (2020 FCA) and requested comments on that proposed guidance. Under the Clean Water Act (CWA), this guidance is used to assist in determining a community's ability to finance required improvements to its wastewater system, and a schedule for implementing such improvements required by a community's NPDES (National Pollutant Discharge Elimination System) permit or negotiated Consent Order.

The EPA's action in considering updated guidance is important for two reasons; the last guidance was issued over 20 years ago in 1997 and was based solely on a community's median household income. The proposed guidance offers additional flexibilities to communities and would supply templates and calculations that communities can use when assessing their financial capability to implement control measures such as Combined Sewer Overflow prevention facilities (CSOs), plant upgrades, storm water controls or other system upgrades necessary to meet a community's NPDES and CWA obligations.

The proposed 2020 FCA broadens the 1997 guidance by setting forth two alternatives for assessing financial capability that a community may choose to employ. The first alternative adopts the residential indicator ("RI") and the financial capability indicator ("FCI") from the 1997 FCA Guidance and adds two new metrics to address how the lowest household incomes and poverty prevalence in a service area can be considered. Additional information such as a community's total water costs (i.e., costs for wastewater, storm water, and drinking water infrastructure investment) may also be submitted and will be considered when negotiating the length of an implementation schedule for a municipality's CWA obligations. The second alternative utilizes dynamic financial and rate models that evaluate the impacts of debt service on customer bills. EPA asserts that these new tools should help standardize and advance the progress made in understanding and considering a community's financial capability.

GLWA is in the process of reviewing the proposed guidance with the intent to review the provisions with our member-partners and to supply comments to the EPA. We look forward to keeping you updated on this important issue.

Just as the EPA is focusing on affordability, GLWA has also examined these issues in the wake of the COVID-19 pandemic. As you know, we have deferred implementation of our Fiscal Year 2020-21 charge increase through the end of the first quarter of the fiscal year, September 30, 2020. Today we will begin a conversation with our Board on a possible continuation of this deferral and other measures we can take in the months to come to continue our efforts to assist the communities we serve in responding to pressures associated with the COVID-19 pandemic while continuing to provide water of unquestionable quality to them.

Congratulations to GLWA's wastewater operations group on receiving the NACWA (National Association of Clean Water Utilities) Silver Award. The NACWA silver award is given to water utilities that have 5 or fewer NPDES violations. This is the first time GLWA has applied for and received this award. We are especially honored as this award was earned during a team of historic wet weather and elevated water levels for the system.

Finally, I was honored last week to be inducted into the Michigan Water Utility Hall of Fame by the American Water Works Association (AWWA), Michigan Section. I am honored to have had this opportunity to serve our service sector and grateful for this recognition.

PLANNING SERVICES

Asset Management (AMG)

As part of the asset management planning work being performed by the Asset Management Group in partnership with our consultant, Jacobs, the Wastewater Asset Management Plan continues to progress successfully. Planning and scheduling efforts are underway to hold process area workshops to evaluate data collected during the condition assessment, address preventative maintenance optimization, and to develop recommendations for the overall plan. In addition, GLWA is currently performing quality control and assurance on interceptor data and developing the risk framework that will be used in the Jacobs horizontal asset tool. This tool will ultimately provide the interceptor risk platform. The overall plan is scheduled to be complete later this fall.

GLWA is currently developing the annual amendment to the Strategic Asset Management Plan (SAMP). The SAMP is intended to be a "living document." It must be valid in the current context of the organization and appropriate to GLWA's contemporary external environment of stakeholders and drivers. Consequently, it will be updated annually concurrent with the development of the capital improvement plan and budget and will be reviewed and revised to address any inconsistencies found within the document. Refinements to reflect changes in the asset portfolio, clarifications to the risk framework, and updates to data management and technology used will be noted.

Capital Improvement Planning (CIP)

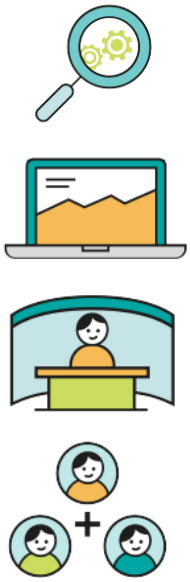
The CIP group in conjunction with the AECOM team have been conducting business process improvement recommendation workshops. Workshops were scheduled with each individual GLWA business unit that contribute to the CIP lifecycle.

PLANNING SERVICES (continued)

To date the team has met at least once with all the business units that contribute to the progression of the CIP lifecycle. The first of our change management recommendations is planned for implementation by the end of September.

Systems Planning

As the summer draws to a close, the Member Outreach Team is gearing up for an action-packed fall season. The next few months will consist of the 2020 Scorecard, an AURA webinar, a One Water Partnership Meeting and the first Technology Approval Group (TAG) workshop. The Communication and Education Work Group held their third quarterly meeting on August 13, 2020. The work group focused their time on learning about the updates to the Water Residential Assistance Program (WRAP), as well as learning about GLWA's Surface Water Intake Protection Plan (SWIPP). The roundtable portion of the meeting consisted of members sharing their organization's return to work plan progress and lessons learned.



August 19, 2020 marked the kickoff orientation session of Member Outreach's latest initiative, the Technology Approval Group, also known as "TAG". GLWA's Energy, Research, and Innovation Team, alongside the Member Outreach Team, are partnering with Isle Utilities to bring a technology vetting initiative called the Technology Approval Group (TAG) Program to Member Communities and GLWA Team Members. The TAG is intended to address specific identified needs and challenges identified by member partners and GLWA team member and enable communities and GLWA to evaluate emerging technologies, identify pilot opportunities and engage in collaborative research through a series of workshops and a technology portal. Missed the orientation? Click here to check out the presentation and email outreach@glwater.org to get connected. There are three themed workshops scheduled, as noted below. Each workshop will consist of presentations and a chance for members' questions and answers. TAG is strictly for Member Communities and GLWA Team Members.

- Workshop 1: October 22, 2020 (Water-focused)
- Workshop 2: January 26, 2021 (Wastewater-focused)
- Workshop 3: April 29, 2021 (Combined)

The Water Management Best Practices group spent their meeting on August 26, 2020 focused on two items that have been long-standing topics of interest: GLWA's Regional Training Academy and the Scorecard. Members heard from GLWA's Training Manager, Deierdre Weir, about the recent improvements to the One Water Institute (OWI) and had a chance to review an initial draft of the 2020 Scorecard, an initiative this group began back in 2017.

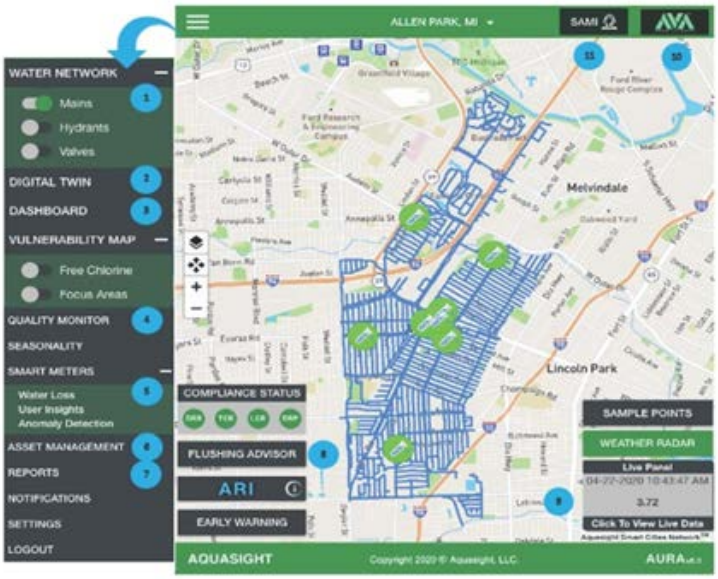
PLANNING SERVICES (continued)

The group wrapped up their meeting by discussing technology in the workplace, and what elements of technology might live on within their own organizations when the pandemic is over.

The Watershed Hub Work Group met on September 2, 2020. The meeting began with a brief update from Dan Gold on GLWA's upgrades to the beta-version of the GIS mapper including the addition of new data and filtering capabilities. This segued into a presentation from Katie Grantham of SEMCOG on their recently launched Restoration Story Map, which is one of the newly added data sets. This was followed by a presentation from Sherri Gee of GLWA on the CSO Long Term Control Plan (LTCP) and how it ties to the WWMP and an overview of the WWMP's Annual Collection System and MS4 Best Practices Survey.

A One Water Partnership meeting will be held virtually on Thursday, October 1, 2020. Join us to hear updates from members of GLWA's Executive Leadership Team, as well as the Energy, Research & Innovation Team. While we will not be convening over lunch, the Member Outreach Team has planned numerous opportunities to help members feel connected and engaged. Email outreach@glwater.org for more information.

As we have reported previously, GLWA is offering a tool called AURA, a Smart Water technology platform developed by Aquasight that assists communities with water quality analytics and much more. The tool is available for all member communities to use at no charge. A webinar is being hosted on Tuesday, September 29, 2020 at 2:00 p.m. to explain what the tool is and the benefits experienced by a peer community since using the tool. Email outreach@glwater.org to learn more and click here to check out a short video about AURA and its features.



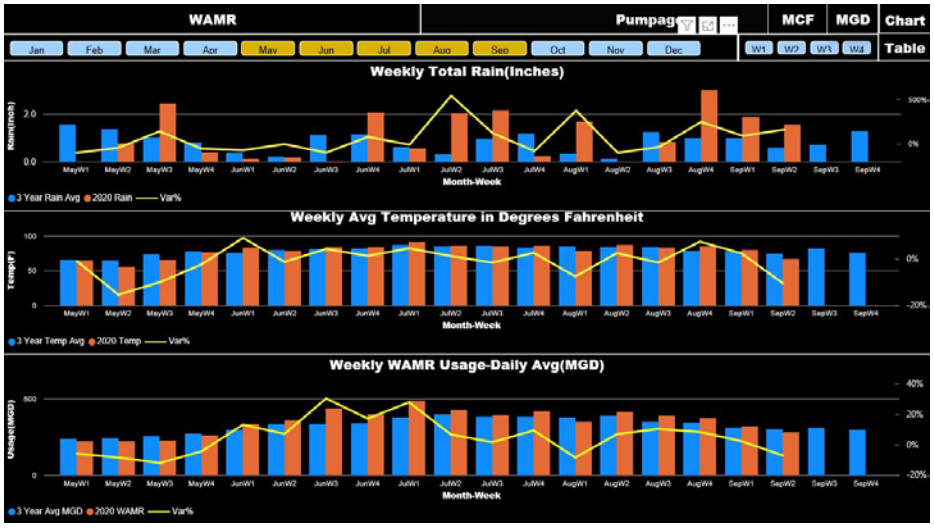
PLANNING SERVICES (continued)

August 2020 Member Outreach Meeting Attendance	
Meeting	**# Attended**
Regional Collaboration Group (8/3)	18
Watershed Hub Work Group (8/4)	12
Wastewater Best Practices Work Group (8/5)	38
Communication & Education Work Group (8/13)	29
Water Management Best Practices Work Group (8/26)	15

Systems Analytics and Meter Operations (SAMO)

The SAMO group has been working on an opportunity to provide better data analytics for the water transmission system. We selected the Microsoft Power Business Intelligence (Power BI) service. Power BI offers data warehouse capabilities including data preparation, data discovery, and interactive dashboards. The first installment of dashboards was published internally in late August 2020. The dashboard provides real time analytics of water usage trends for the system and includes charts providing weekly usage, precipitation, and temperature trends allowing comparison of current week to a three-year average and charts comparing budgeted versus actual usage as well as cumulative usage for the fiscal year.

The group is also working on a project to add predictive analysis using data science algorithms and machine learning. This will help us build better forecasts and identify flow issues that are not obvious, through these visualizations. Stay tuned for updates!



GLWA Great Lakes Water Authority

PLANNING SERVICES (continued)

The Group continues its progress working on the sewer meter upgrade/replacement program. Currently the group is working on the following meters:

- WM-S-1 serves Southeast Macomb Sanitary District,
- WC-S-1, WC-S-2, and WC-S-3 serves Wayne County

The design engineering work has been completed, a Part 41 permit form EGLE has been obtained and the construction work will start in the next couple of months.

WASTEWATER OPERATING SERVICES

Wastewater Operations

Water Resource Recovery Facility (WRRF) operations were in-compliance with the Water Quality Standards for the month of August 2020 with two exceptions. On August 3rd, the Primary Effluent Sampler continued operations although the discharge from the Primary Effluent had ceased. In accordance to our National Pollutant Discharge Elimination System (NPDES) permit, this makes the samples invalid and may be a violation. To avoid future occurrence of this incident, the laboratory and controls team has implemented a notification process. The notification form is distributed from the SCADA system via text messaging to team members responsible for sampler operations. On August 28, the Rouge River Outfall sample analysis experienced an analytical error that indicated an exceedance of Available Cyanide. An investigation was conducted and found that the laboratory error was the cause of the exceedance and the effluent Available

Cyanide was within the permit limit. The Operations and Laboratory team is working closely on reviewing the cause of the analytical error and revising existing standard operating procedures to eliminate the future potential error.

Maintenance

The WRRF continues to take new measures to help protect our valued team members. Shown to the right are sneeze guards which are being installed in our high traffic offices. The plexiglas is both complimentary and functional.

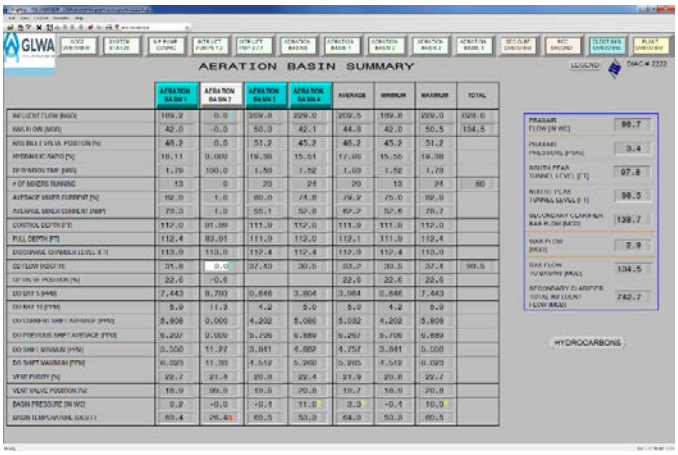
WASTEWATER OPERATING SERVICES (continued)

The team is continuing to work on the thickener tanks. Pictured below is Thickener 2 with rehabbed skimmer braces. Straightening and replacing of uprights and skimming plates are critical to efficient operation. Progressive work on the other thickeners is also moving forward.

Newly repaired No. 2 Thickener

Process Control Center (PCC)

The WRRF Process Control System (PCS) Team has configured a summary table graphic display. This display allows staff to monitor all process parameters associated with all four of the Aeration Basins on a single graphic screen.



St. Aubin OIT (Operator Interface Terminal) and Panel Installation at Outfall: The kickoff meeting was held for Task Order 28 (1904493) Job Order Contract. The St. Aubin CSO Facility has an outfall remote from the CSO facility. This remote site has the outfall building with most of the equipment, including the control panel, below grade. The control panel was subject to flooding and the Programmable Logic Controller (PLC) was determined to be at its end of life. This task will install a new control panel with modern equipment above grade. A local OIT will also be included, which will allow operations staff to view and control the process at the Outfall and CSO Facility. This task was designed in-house by the Process Control System Team and the Special Projects Manager.

Design activities included: drawing electrical as-builts from field investigations, developing instrumentation and power one-line and plan view drawings, P&ID drawings, and demolition drawings.

WASTEWATER OPERATING SERVICES (continued)

Laboratory

New tools for monitoring collection of compliance samples are being developed and introduced to laboratory leadership and personnel. These include enhanced communication through text message alerts at the start of wet weather events and when wet weather events are nearing completion, plus sampling checklists to monitor collection of required samples.

Ammonia testing has been transferred to Xylem F 3700 auto-analyzers. The change from manual extraction processes to the new instrumentation will reduce the amount of time needed to process this sampling from eight days per month to two days per month.

The laboratory team continues to work with our transformation partners to implement 5S methodologies to improve the new laboratory workspace for efficiency and effectiveness.

The annual EGLE audit of plant compliance samples and facilities are scheduled for this September.

Industrial Waste Control (IWC)

We have now received and acknowledged 42 (54%) executed agreements as of August 31, 2020 in response to the presentations that were made to introduce the Pretreatment Rules to the communities and requesting a community resolution adopting them. We participated in a video meeting with the City of Southfield City Council. They had no questions and were supportive. A resolution is to be processed in the next several weeks.

GLWA has signed off on the Oakland County permits for facilities located within the Clinton River WRRF area and are awaiting final permit copies to be returned in September.

GLWA is still awaiting written report from EGLE's Compliance Audit conducted July 31, 2020.

Engineering & Construction

Design Engineering

Flooding of the first floor of Complex II Dewatering Building has been happening on a regular basis. The culprit appears to be the operation of belt filter presses on the third floor whose drains are directed to the main drain below the basement. Drain flow backs up to the first floor and floods it. We have discovered that, periodically, the vent lines need to be cleared with forced vacuum which frees up the drain line.

WASTEWATER OPERATING SERVICES (continued)

The vent lines are blocked for various reasons including debris. This is a high priority and will be investigated right away. Drain drop through three floors create a vortex situation that absorbs outside air. Elimination of deep drop may be a solution worth exploring.

The grit collection belt conveyor experiences periodic shoe failures on the inclined portion of the PS1 Grit Conveyor resulting in process shutdown of half the grit chambers, and the repair is very difficult due to the tight configuration. Concept is being developed using screw conveyors that can eliminate the inclined portion that may be workable. This concept will be further reviewed and likely discussed with Plant staff shortly.

Construction Engineering

Relocation of the Analytical Lab Operations to the GLWA Water Resource Recovery Facility project (Contract No. 1803776) was awarded to Commercial Contracting Corporation with a start work date of September 9, 2019. The required substantial completion date of the project is September 8, 2020 and the required final completion date is March 8, 2021. The contract amount is $11,499,000.00

The scope of work includes relocation of the 2nd Avenue Analytical Lab from its current location to the 2nd floor of the Old Administration Building and 2nd floor of the New Administration Building at the Water Resource Recovery Facility (WRRF) and the renovation/reconfiguration of the current WRRF Operations laboratory. The scope also includes roof replacement and HVAC controls upgrade of the Administration Buildings.

As of August 2020, the Contract is 80% complete. The contract has experienced about 3 months of delay as some vendors and manufacturers were shut down due to the pandemic and were not able to deliver goods as scheduled. A Change Order is currently being processed. The relocation of the Analytical Lab is now expected to be completed by the end of November 2020.

BOD Lab

Solids Lab and corridor leading to other labs

WASTEWATER OPERATING SERVICES (continued)

Currently WRRF-Construction Engineering manages about 25 active construction projects/tasks. Construction of the Sludge conveyance improvements project (CON-197), Rehabilitation of rectangular primary clarifiers project (PC-757), Chlorination/Dechlorination Improvement at WRRF (CON-238) and Rehabilitation of various sampling sites and Pump Station No. 2 Ferric Chloride System at WRRF are all progressing. Several Job Order Contract Tasks are also under construction now.

CSO Control Program

The St. Aubin Screening and Disinfection study (CIP 260617) is being extended to collect additional samples for the proper sizing of the chemical disinfection system.

The CSO Team is managing five active Job Order Contract (JOC) projects for CSO Facilities. These active projects include making repairs to the Baby Creek CSO Facility entrance gate, Baby Creek chemical tank relining, LED lighting replacement at all CSO Facilities, chemical containment improvements to various CSO Facilities, and replacement of valve actuators at Baby Creek. Additionally, there are five projects in procurement for the JOC.

These include electrical improvements and actuator improvements at Conner Creek, installation of power quality meters at all CSO facilities, and gas meter installation at Baby Creek and Conner Creek. Lastly, there is one project in design phase for improvements to the electrical and instrumentation conduits at Leib Outfall.

The CSO Team is managing four active Task Order Engineering Services (TOES) projects. These include the 2021 Consolidated Annual Report (required by NPDES permit), Oakwood HVAC Improvements Design (CIP 260618), Conner Creek – Geotechnical Berm Assessment, and emergency map generation for the WRRF and CSO Facilities.

The CSO Team has various other projects underway aimed at repairing equipment or processes and restoring proper operation to the CSO Facilities. At any given time, we are actively managing 30 to 60 different operational/maintenance activities to assist our teammates in the field.

CS-299 – CSO Facilities Assessment Project Update: The CS-299 Team is presently working on completing Virtual Tour Scans of all the CSO Facilities for a variety of uses including team member training. Additionally, GLWA received the first draft of the Needs Assessment Report and is currently working internally to review this report. Once reviewed, the project will shift focus to bundling needs and scheduling replacements into projects that will inform next year's CIP and also result in submission of an SRF Project Plan to EGLE. The CSO Team would like to extend a heartfelt thanks for all the coordination and cooperation of our operation and maintenance teammates in the field. Their participation, dedication, and cooperation will help to ensure success for this project.

WATER OPERATIONS

Springwells Water Treatment Plant

Six Piezometer Wells Installed

It might sound unusual that a surface water treatment plant would have several groundwater wells, but that is what is happening at Springwells. These wells are being installed under Contract No. 1900744 "Reservoir Rehabilitation Project at Imlay, Lake Huron, Springwells and Southwest Water Treatment Plants."

Well drilling south of reservoirs

The wells, six in total, are known as piezometer wells. Their purpose is to monitor the elevation of groundwater surrounding the three finished water reservoirs at Springwells. This information is important to know because when a reservoir is empty of water for inspection, groundwater surrounding the tank will cause the reservoir to want to "float" to the top of the water. This upward force on the bottom of the reservoirs can place additional strain on the floor slabs and columns and can lead to cracks in extreme cases.

An example of tank floatation on a smaller scale

The wells are situated along all sides of the reservoirs and extend 25 feet below the surface. Given the amount of underground structures and utilities on site, determining the exact location for each well required close review of 80 years' worth of record drawings to avoid hitting anything. Each location was marked by the contractor with assistance from the plant engineer Justin Kietur, and project manager for this contract John McCallum, and construction inspector Peter Bommarito. All the wells were drilled in one day with no issues.

Safety

GLWA is committed to providing a safe and healthful work environment for all our team members and others that may work, visit, or enter our facilities. It is our policy to manage and conduct business operations in a manner that offers maximum protection to everyone that may be affected by our business operations.

Water Works Park's (WWP) Safety Committee helps maintain a safe work environment at the plant. The Safety Committee consist of a chairperson, co-chairperson, and a member from each area (maintenance, operations, laboratory, and water quality). Team members are encouraged to take leadership roles in the committee.

WATER OPERATIONS (continued)

The committee meets monthly to address safety topics and perform safety walk throughs. Marcus Askew, GLWA's Environmental Health and Safety Coordinator attends the safety meetings at WWP to keep the plant in alignment with the organizational policies and initiatives.

Water Quality

The Detroit River (Belle Isle) and Total Organic Carbon (TOC)

- Water Quality Team Leader, Ammiyhud Israel, collected a water sample at the Detroit River Belle Isle intake for TOC monitoring. TOCs , which consist of organic contaminants (natural organic substances), are collected on a quarterly basis. TOC in source waters comes from decaying natural organic matter, as well as synthetic sources. Humic acid, fulvic acid, amines, and urea are examples of natural organic matter. When the raw water is chlorinated, active chlorine compounds react with natural organic matter to produce chlorinated disinfection byproducts. Researchers have determined that higher levels of natural organic matter in source water during the disinfection process produce disinfectant byproducts. These are measured quarterly at the entry point to the distribution system and within the distribution system. Total organic compounds and disinfectant byproducts are regulated by the Safe Drinking Water Act. GLWA has low TOC in our raw water which minimizes the formation of disinfectant by products in our drinking water.

Engineering

Contract No. 1803483 Roof Replacement – Various Facilities

A comprehensive condition assessment of water pumping station, sewage lift station and water treatment plant building roofs were completed in 2016 under GLWA Contract No. CS-1674. A total of 268 individual roofs measuring nearly 1.7-million square feet were assessed at the 19 water pumping stations, 11 sewage lift stations, and 5 water treatment plants. Roof conditions were consolidated into 1 of 4 categories. Category 1 includes those roofs that have failed and require immediate replacement. Category 2 includes those roofs that should be replaced within the next 5 years. Category 3 includes those roofs that are in fair condition with a projected remaining service life of 6 to 10 years. Lastly, Category 4 includes those roofs that are in good to excellent condition with remaining service life greater than 11 years. Contract No. 1803483 replaced the remaining Category 1 condition roofs along with Category 2 condition roofs. The roofs replaced under this contract include the following:

1. Franklin Water Pumping Station (20 Year Warranty)
2. Orion Water Pumping Station (20 Year Warranty)

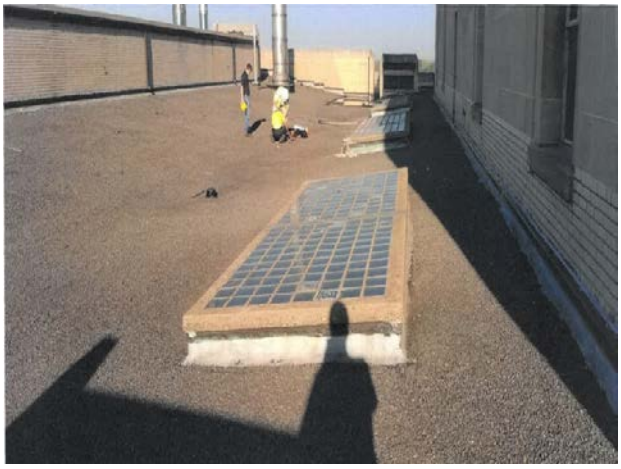
WATER OPERATIONS (continued)

3. Conner Sewage Lift Station (20 Year Warranty)
4. Water Works Park Water Treatment Plant High-Lift Pumping Station (50 Year Warranty)
5. Water Works Park Water Treatment Plant Raw Water Booster Station (20 Year Warranty)
6. Springwells Water Treatment Plant Turbine House (20 Year Warranty)
7. Springwells Water Treatment Plant Machine Shop (20 Year Warranty)

Water Engineering was informed during the contract that Imlay Pumping Station roof had multiple leaks and clogged roof conductors throughout the Variable Frequency Drive Room and Electrical Switchgear Room. Although this roof was categorized as a Category 3 roof, further inspection showed the roof was past its service life and jeopardized the integrity of electrical assets. Change Order No. 2 included roof replacement at Imlay Pumping Station, including the Variable Frequency Drive Room and Electrical Switchgear Room with a manufacturer 20-year warranty.

Franklin Booster Station before

Franklin Booster Station after



Springwells Turbine House before

Springwells Turbine House after

WATER OPERATIONS (continued)

Water Works Park Raw Water Booster Station before

Water Works Park Raw Water Booster Station after

Water Works Park High Lift Building before

Water Works Park High Lift Building after

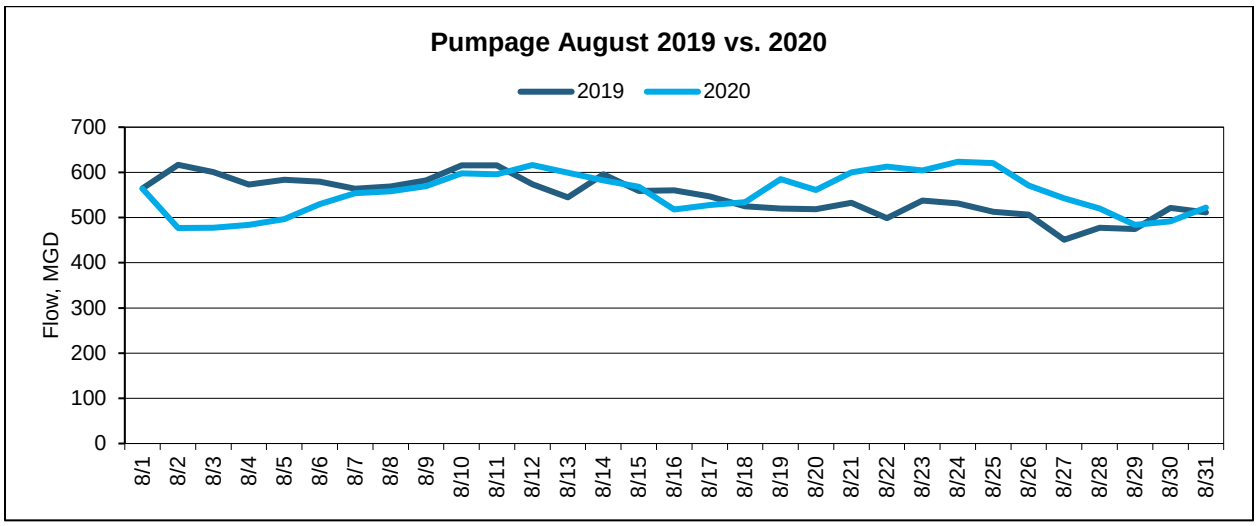
Imlay Booster Station before

Imlay Booster Station after

WATER OPERATIONS (continued)

Systems Control Center

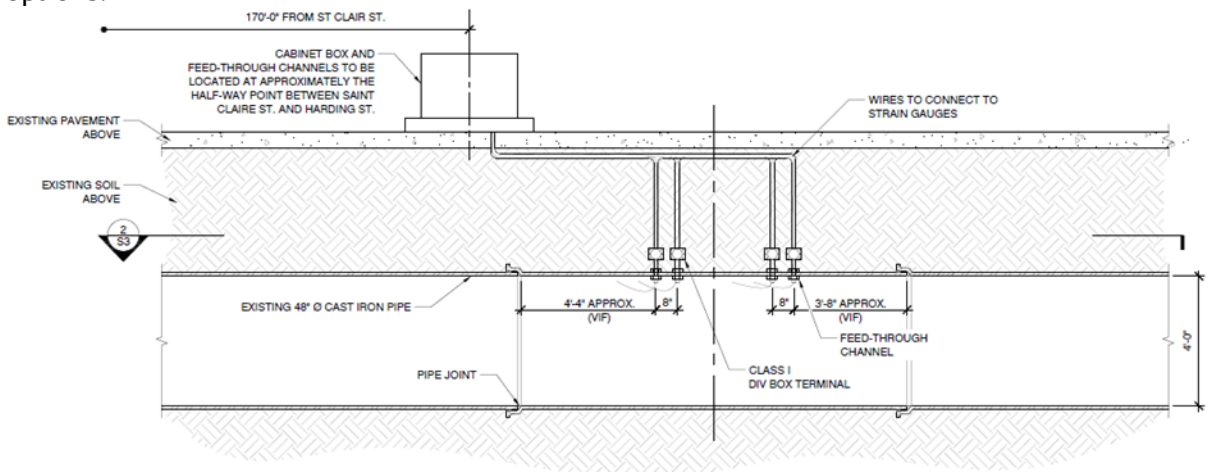
August 2020 pumpage was 1.3% higher than 2019



Energy Research & Innovation

Kercheval Project

We are installing equipment and sensors to provide long-term monitoring of the repair condition. We have contracted with the University of Michigan (U of M) to install strain gauge rosettes at 16 locations on the host pipe and within critical layers of the polymer renewal systems. The sensor wires will be routed to an exterior monitoring box to allow Michigan research staff to monitor the structural performance of renewal systems over time after return to service. This will allow U of M to conduct real time in situ health monitoring of the host pipe and the two polymer-based lining options.



Schematic of sensor installation on relined pipe

WATER OPERATIONS (continued)

The research will provide valuable data on the financial and structural performance of buried pipe. Direct measurement of strain on buried pipes and buried pipe performance have not been made in more than 60 years (Spangler 1941 and Watkins 1958). The real time structural health and performance of the host pipe (cast iron) as well as the MICP lining systems will be monitored and provide a window into the stress and deterioration (if any) of the pipe and the lining systems.

This project was featured in the *Detroit Free Press* on Friday, August 28, 2020. The article is here: https://www.freep.com/story/news/local/michigan/detroit/2020/08/28/fix-detroit-aging-water-pipes/5637222002/

INFORMATION TECHNOLOGY

Currently, the IT PMO is managing 22 active projects and is processing seven project requests.

In the past month, the IT Security team has proactively blocked or thwarted 9,052 spam messages, 4,420 spoofed messages and 22 viruses. Additionally, 1,170 phishing attempts have been caught and 65 malware attempts have been blocked.

The IT Security team has completed the pilot of Multi-Factor Authentication for VPN users. The rollout to all VPN users will occur in early to mid-October.

The IT Business Productivity team is in the process of rolling out Microsoft Teams (MS Teams) within the organization. The rollout has gone smoothly, and Teams has been well received, with many noting that the audio and video quality are improved. The rollout will be completed by the end of September.

The IT Infrastructure team has continued to implement the new systems infrastructure at GLWA's primary data center. The project is ahead of schedule and has entered the final phase for full migration to the new environment.

The IT Customer Service Delivery team continues to support the Infrastructure and Business Productivity Systems teams with troubleshooting team member's PC and cellphone issues as they implement Multi-Factor Authentication and MS Teams across the organization.

The IT Enterprise Asset Management (EAM) Systems team along with relevant Areas and Groups conducted interviews and reviewed software demonstrations as part of the process to select a new EAM system to support GLWA for years to come.

The IT EMA Systems team assembled GIS data in support of SEMCOG's Southeast Michigan Infrastructure Asset Management Project. SEMCOG is working closely with regional infrastructure councils to assess the need for investment in underground infrastructure in Southeast Michigan. This project encourages a culture of regional coordination in project planning, design and construction for both road and underground infrastructure projects.

PUBLIC AFFAIRS

Water Works Magazine

The 17th edition of GLWA's quarterly news magazine, *WaterWorks Magazine*, written by team members for our team members was published in mid-September. This Fall edition was, again, exclusively a digital edition due to COVID-19. The issue's feature story was on the collaboration between the Procurement Team and the Energy, Research and Innovation group to get a special type of filter for the Authority's COVID-19 research project on virus shed in the waste stream.

Other articles focus on the U.S. Census, virtual meeting etiquette, healthy sleeping habits, fall planting and Michigan's new auto insurance law. There was also a special article on harmful algal blooms and how we can all play a part in working to prevent them.

MI-AWWA Communications Council

This month, Public Affairs team member Aftab Borka is assuming the role of chairperson of Michigan AWWA's Communications Council. He previously served as chair of the Council's Social Media Committee. He takes over from Michelle Zdrodowski, who served as chair three years prior. Under Aftab's leadership, the Council's main priority will be to plan and conduct its first Communications/Media Training Workshop for the section's members by the end of this year.

PUBLIC AFFAIRS (continued)

Keeping Team Members Safe!

The Public Affairs team worked together to create a second new video highlighting how to keep team members safe during the coronavirus (COVID-19) pandemic. This video highlights the symptoms of COVID-19, what to do if you have symptoms and how to stop the spread.

Click HERE to watch the video.

One Water News Drop: Tips for Staying Safe

The Public Affairs team has written, produced and edited a One Water News Drop video illustrating how as we continue to live and work through the coronavirus (COVID-19) pandemic, it's important to remind ourselves of the simple tasks we can all do to protect ourselves and others. The video highlights the actions we can take individually to help protect everyone around us, whether at work or at home.

Click HERE to watch this special One Water News Drop video.

SECURITY AND INTEGRITY

The Hazmat Unit coordinated and completed a total of 233.5 hours of training during the month.

Security and Integrity's Critical Infrastructure Manager, Walter Davis assisted the Water Resource Recovery Facility (WRRF) with the "Site Emergency Planning" process. In addition, the Group coordinated with the Detroit Police and Fire Communications Unit for site visits to WRRF for their familiarization with operational needs.

Security and Integrity continues participating in the Emergency Operations Center's ongoing COVID-19 Pandemic briefings.

SECURITY AND INTEGRITY (continued)

Security and Integrity made a site visit to "Night Watch Integrations" security operations" in Pontiac, MI. The visit was to assess their employee thermal temperature camera assessment booth for a recommendation to the Executive Leadership Team.

ORGANIZATIONAL DEVELOPMENT

On September 10, 2020, Gov. Gretchen Whitmer launched ***Futures for Frontliners*** offering tuition-free access to local community college to Michiganders who provided essential, frontline services during COVID-19 Stay Home, Stay Safe orders between April – June 2020. This program applies to GLWA frontline workers. We are working on including these funds into our Apprenticeship program.

To be eligible for the scholarship program, applicants must:

- Be a Michigan resident,
- Have worked in an essential industry at least part-time for 11 of the 13 weeks between April 1 – June 30, 2020,
- Have been required by their job to work outside the home at least some of the time between April 1 – June 30, 2020,
- Not have previously earned an associate or bachelor's degree,
- Not be in default on a Federal student loan, and
- **Complete a Futures for Frontliners scholarship application by 11:59 p.m., Dec. 31, 2020**

To find out more about this scholarship program, visit the ***Futures for Frontliners*** Community College Frequently Asked Questions page:
https://www.michigan.gov/frontliners/0,9886,7-412-101948_100634---,00.html

Manufacturing Day

GLWA is participating in Wayne County's Virtual Manufacturing Day 2020. Manufacturing Day is a national celebration of modern manufacturing and the great careers offered. The goal is to help manufacturers inspire the next generation to consider careers in this industry. Each participating organization was asked to submit a video for the students to view along with supporting documentation. GLWA submitted the GLWA Story video, a fill-in-the-blank information sheet on the GLWA Story, and the GLWA apprenticeship flyer. The students will view the videos during the week of September 28, 2020. Students will then select companies for a virtual visit on Friday, October 2, 2020.

ORGANIZATIONAL DEVELOPMENT (continued)

Apprenticeships

Maintenance Technicians:
In August, the apprentices completed their winter classes that were interrupted due to COVID-19. The fall semester begins mid-September at Henry Ford College. The apprentices successfully rotated to new work assignments in August.

EICT-E:
Team leaders with EICT-E apprentices began receiving apprentice class notes from the Detroit Electrical Industry Training Center (DEITC) training instructor. These class notes are shared in an effort to incorporate concepts learned in class with on-the-job-learning (OJL).

The apprentices successfully rotated in August to their new work assignments. The apprentices provided feedback on the concepts learned during their first OJL rotation. Many of the lessons involved safety including:

- Practice safety every day;
- Follow safety guidelines;
- Use the proper tools for the job;
- Always be neat - label, inspect, and isolate the problem; and
- Be aware of conditions and recognize potential hazards

Performance

The Baseline Goal Review due date was extended. The Baseline Goal Review completion rate for non-union team members is 64.6% and for union team members is 86.4%.

Staffing

The table below provides a breakdown of GLWA Team Members since the last CEO report:

Number of New Hires	9
Number of Separations	1
[redacted]	
Total Staffing - Regular FTEs (YTD)	1027

Benefits/Wellness

Over the last several years, GLWA has participated in the national 61-Day Challenge, which has focused on healthy lifestyle management, including fitness, nutrition, and health education.

ORGANIZATIONAL DEVELOPMENT (continued)

However, this year, with all the stressors brought to our lives by the coronavirus (COVID-19) pandemic, we have broadened the focus to include all aspects of self-care to support the total well-being of GLWA team members. On-going wellness initiatives include:

1. **61-day Self-care Challenge series**
2. **Walking Our Waterways** (virtual walking challenge)
3. **Flu Vaccine Campaign,** on-site September 22-24, 2020 for team members, their spouses and dependents

Training

During the month of **August 2020**, 41 GLWA team members completed 5 safety and non-safety classes, 11 GLWA team members completed 8 online 360 Water Report courses, and 3 Member Partners completed 4 online 360 Water Report courses.

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

Respectfully submitted,

Sue F. McCormick
Chief Executive Officer

SFM/dlr

Attachments (1)

Office of the General Counsel
735 Randolph Street, Suite 1900
Detroit, Michigan 48226

Office of the General Counsel – September, 2020

- ***COVID-19:*** The Office supports GLWA's response to the COVID-19 pandemic, including participating in GLWA's COVID-19 Task Force, review of COVID-19 related laws and Executive Orders.

- ***NPDES ACO Dismissal*:** The Office assisted in preparing documents to have the ACO dismissed.

- ***Legislative Updates*:** The Office has reviewed and provided comments on proposed House Bills 5812-5815 regarding changes to the Natural Resources and Environmental Protection Act. 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. The Office is also monitoring a bio-solids bill and water assistance bills.

- ***Gordie Howe International Bridge*:** GLWA submitted its relocation reimbursement request to MDOT.

- ***Trenton Water Main*:** The Office is negotiating the transfer of the 24-inch water main to GLWA. GLWA retained a survey company to survey the entire easement area for the transfer documents.

- ***Water Contract Negotiations:*** GLWA will attempt to secure long term contracts with all communities that are not on the model contract.

- ***Grosse Pointe Farms Stand-by Water Supply Service Contract***: The contracts negotiation team is working to secure a long-term, automatically renewing stand-by water supply service contract with the City, which maintains its own water supply system. Periodically, GLWA (and DWSD before) has provided service to the City on a short term, emergency basis without a written agreement. This effort will secure a SOP and charge methodology for the foreseeable future. A draft agreed upon among the negotiation teams is now with the City for approval by its City Council.

- ***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.

- ***Record Retention Policy*:** The Office is drafting a record retention policy for GLWA.

- ***Industrial Pretreatment Program*:** The Office continues to work with the Industrial Waste Control ("IWC") Group and external stakeholders on finalizing and implementing an updated IPP. To date, 52.6% of the communities have passed a concurring resolution. The Office is also providing assistance on PFAS and PFOS matters.

- ***Lead and Copper:*** The Office provided support to GLWA's Water Supply Advisory Council.

- ***Real Estate:*** The Office is negotiating easements related to support the 14 Mile Road redundancy project, Baby Creek CSO infrastructure improvement project. The Office is negotiating the acquisition of property for the Newburgh and Ypsilanti pump stations. The Office will present a potential sale of 235 McKinstry to the Legal Committee in September.

- ***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.

- ***Civil Litigation and Arbitrations*****:** The Office continues to vigorously defend actions against GLWA, including a class action lawsuit regarding IWC charges. GLWA filed a lawsuit against Highland Park for unpaid water, sewer and IWC invoices. Due to the COVID-19 pandemic, the Courts have not resumed civil jury trials, however, GLWA continues to pursue opportunities to settle cases.

- ***Labor Relations*****:** The Office continues to provide legal advice to Organizational Development on labor relations and employment matters.

- ***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's Procedures and updating GLWA's template contracts. The Office is part of a cross-functional team working to complete significant revisions to the GLWA construction contract, including consideration of using an entirely new contract format.

- ***Statistics*****:**

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Contracts approved as to form:	26
Contracts drafted or revised:	111
Subpoenas/Information requests received:	5
Subpoenas/Information responded to:	3