

WASHINGTON SUBURBAN SANITARY COMMISSION

MINUTES OF THE COMMISSION MEETING

**Wednesday, September 21, 2016
Laurel, Maryland**

Chair Fausto R. Bayonet called the meeting to order at 10:01 a.m. in the Auditorium of the Washington Suburban Sanitary Commission (hereinafter "WSSC") Richard G. Hovevar ("RGH") Building, 14501 Sweitzer Lane, Laurel, Maryland, 20707, with due notice having been given to all members of the Commission and the public. In addition to Chair Bayonet, Commissioners Omar M. Boulware, Howard A. Denis, T. Eloise Foster, Chris Lawson, and Thomasina V. Rogers, were present at the meeting, reflecting the presence of a quorum. Also in attendance were WSSC General Manager and Chief Executive Officer Carla A. Reid, Acting General Counsel Russel Beers and Corporate Secretary Sheila R. Finlayson, Esq., who recorded the minutes of the meeting. Other members of WSSC management were also called upon, during certain portions of the meeting, to provide information to the Commission.

PLEDGE OF ALLEGIANCE

Chair Bayonet opened the meeting by asking Commissioner Denis to lead the pledge of allegiance.

AGENDA APPROVAL

Commissioner Boulware moved to adopt the Commission's Public Meeting Agenda of September 21, 2016, as drafted, to which Commissioner Lawson seconded the motion. The motion carried unanimously with six affirmative votes.

APPROVAL OF MINUTES

Commissioner Rogers then moved to approve the open session minutes of the August 17, 2016 Regular Commission Meeting, as drafted. Commissioner Foster seconded the motion. The motion carried unanimously with six affirmative votes.

WSSC RETIREES

Richard Baker, Executive Director of the WSSC Employees' Retirement Plan, recognized the sole WSSC Retiree for the month of September 2016: William Dove, Chief Water Distribution Operator, Systems Control Group, retires with 33 years of service.

COMMUNICATIONS VIDEO

Communications and Community Relations Director Jim Neustadt presented the video for the month which highlighted the national "Imagine A Day Without Water" campaign that took place last Thursday, sponsored by the Value of Water Coalition. Mr. Neustadt shared how WSSC organized two interactive events in the community by asking customers how they used water and what would they do without water for a day. Additionally, Fox 5 aired two related segments on their morning television show.

COMMISSIONER/PUBLIC COMMENTS

Commissioner Comments. Commissioner Denis shared a recent Washington Post article on the hazards of bottled water, stating that, contrary to popular belief and urban myths, it is indeed safer for people to drink [our] WSSC tap water as opposed to bottled water, also noting his pleasure that Corporate Secretary Finlayson had provided clear water pitchers on the dais, showcasing WSSC's great fresh water, for the Commissioners to consume during WSSC Commission meetings.

Commissioner Denis also commended the WSSC staff on the excellent orientation sessions that were recently held for Commissioners Foster and Rogers, which he had also attended, pointing out how valuable he found the sessions and site tours to be, to which both Commissioners Rogers and Foster joined in agreement, thanking staff for the in-depth content, presentations and materials delivered.

Public Comments. None.

GENERAL MANAGER'S REPORT

General Manager ("GM") Carla Reid was recognized to provide her monthly report. The GM's full report can be found in the corresponding segment of the archived meeting video and the written "General Manager's Report" provided in the meeting materials, and both are referred to for that purpose. However, highlights are as follows:

Maryland Public Service Commission has ruled against WSSC with regard to WSSC's current rate structure, finding it to be unreasonable. WSSC is reviewing its options while management has already begun to look at the rate structure with WSSC's Deputy General Manager Tom Street leading a bi-county team to review and

provide alternatives. This will be followed by a public engagement process whereby the public and stakeholders will be able to weigh in on how best for WSSC to proceed going forward.

WSSC is on track in implementing its new partnership with HomeServe USA to bring customer service plan insurance options to WSSC customers.

WSSC has partnered with Junior Achievement of Greater Washington, which will be soon setting up offices in Prince George's and Montgomery County. Through the program, WSSC will serve as the Water, Sewer and Trash partner, teaching young people about the value of water and how to budget appropriately for various utility expenses that come with renting or owning a home (and using water, electricity, gas, etc. as a result).

WSSC will be kicking off its United Way Campaign in October with the goal this year of \$70,000.

GM has been accepted into the Leadership Greater Washington Signature Program Class of 2017.

The GM concluded her report by recognizing various employees at WSSC who had participated in the recently-held Chesapeake Tri-Association Summer Conference Tapping Team Contest and Top Ops Team "TriCon" Competition/Awards. The event is put on by three local chapters of industry professional associations - American Water Works Association (AWWA), Chesapeake Water Environment Association (CWEA), and Water and Wastewater Operators' Association (WWOA).

Winners were as follows:

- **CSAWWA Operator of the Year Award** - to Franz Eder of Potomac Plant for outstanding contributions to the water industry over the past year.
- **WWOA William McLean Bingley Award for Distinguished Service in Wastewater** - to George Kosanovich and Martin Johnson (both operators at the Seneca Wastewater Treatment Plant) for significantly impacting the administration, operation and/or maintenance of a wastewater treatment facility and displaying exemplary commitment to the fundamental principles governing the treatment of wastewater and protection of the water environment.

- **CWEA Laboratory Analyst Award** - to Anjuman Islam for outstanding performance, professionalism and contributions to the water quality analysis profession.
- **CWEA Collection System Committee Golden Manhole Award** - to Aaron Hughes for extraordinary personal service to the Association while working to promote wastewater collection system understanding, operation and maintenance, training and continuing education.
- **AWWA Wendell R. Ladue Utility Safety Award** - to Michael Lewis for distinguished water utility safety programs. Mr. Lewis has won this award three straight years.
- **Biosolids Beauty Contest** - to Parkway Wastewater Treatment Plant (Overall Winner) and Seneca Wastewater Treatment Plant (Best Presentation). This contest compares and ranks samples from biosolids producers based on odors, appearance and texture.
- **Top Ops Team Chesapeake Regional Champions** - Dinesh Bahadursingh, Ronnell High, John Luu, and Mark Proctor.
- **AWWA WSSC Tapping Team Champions** - Orlando Boone (Captain), Derek Easton, Michael Hughes, Anthony Pendley. Team won regional conference tapping competition; will go on to represent the Chesapeake Bay region at the national conference in 2017.

Following discussion, the General Manager's Report was received as information.

INTERNAL AUDIT REPORT

Monthly Activity Report. Internal Audit Director Maxene Bardwell reported on the monthly activities of the Internal Audit Office (IAO) for the period of August 8, 2016 to September 2, 2016.

FY 2017 Audit Projects: None of the audits have commenced with the exception of the Unbilled Revenue Operations Audit which is in the field work stage.

FY 2016 Carryover Audit Projects: All in the field-work stages.

FY 2015 Carryover Projects: Exit Conference held on Regulatory Services Group Audit with Construction Contracts Change Orders Audit under IAO management review.

No SDC Reports issued; 13 SDC audit requests in process with 10 active and 3 inactive.

Internal Audit Follow-up: No management action items closed as of August 6, 2016. Thorough review underway for 3 implemented pending Internal Audit verification action items with one plan of action 68-days delinquent (Logistics).

Hotline. 7 cases closed with 16 in progress - majority being investigated by fair practice office.

Ethics Office. The Board of Ethics held its regularly-scheduled meeting on August 11, 2016; several open and closed items were reviewed. New hire orientation/code of ethics training was provided to 14 new employees on August 29, 2016.

External Auditors. Commission's financial statements audit is almost wrapped up with report to be provided to Commission in November. A-133 Single Audit commenced on August 8, 2016.

The report of the Internal Audit Office was received as information.

2016 External Quality Assessment of Internal Audit Activity. Ms. Bardwell next presented on the 2016 external quality assessment of the internal audit activity, which was conducted by PBMares, an accounting and business consulting firm. Specific details can be found in the corresponding segment of the archived meeting video and power point presentation, and both are referred to for this purpose.

The reports of the Internal Audit Office were received as information.

OTHER REPORTS

Finance

Schedule for Approval of 2017 Front Foot Benefit Rates and House Connection Charges. New front foot benefit rates and house connection charges will be effective as of January 1, 2017. The approval process includes one Commission work session (to be held at the November 16, 2016 meeting), advertisement of the proposed rates and a public hearing proposed for November 16, 2016

(following the commission meeting). Management presented a proposed schedule of the rate setting process for Commission approval at this meeting with final approval of the rates to be presented at the December 21, 2016 Commission Meeting.

Whereby, a motion was duly made by Commissioner Foster and properly seconded by Commissioner Boulware, to adopt the proposed Schedule for the rate setting and approval process for the 2017 Front Foot Benefit Rates and House Connection Charges with the public hearing to be held on November 16, 2016 at 2:30 p.m. at WSSC RGH Building - Auditorium.

The motion carried unanimously with six affirmative votes.

Approval of Transmittal of Proposed CIP to Counties. Chief Financial Officer Joseph Beach advised that the Commission is required to prepare and submit a copy of WSSC's Proposed Capital Improvements Program (CIP) to the two County Governments by October 1st of each year, and is therefore requesting approval to carry-out this mandate as required by Maryland Law. Total six year CIP Program is \$1,891,802,000.00 with no substantive changes made to CIP document since the work-session conducted at the July 20, 2016 Commission Meeting. Two public hearings were held in each County (one on September 7, 2016 in Montgomery County and other on September 8, 2016 in Prince George's County). WSSC received testimony from customers/public at both hearings along with written comments which have been appended to the hearing transcripts, including a letter from the Montgomery County Planning Department of the Maryland-National Capital Park and Planning Commission (incorporated herein by reference).

Following discussion, Commissioner Denis moved to approve the Transmittal of WSSC's Proposed CIP for Fiscal Years 2018-2023 to the Prince George's County and Montgomery County Governments. Commissioner Lawson seconded the motion. The motion carried unanimously with six affirmative votes.

WSSC Local Business Investment & Growth (BIG) Program. Mr. Beach described the BIG Program, proposed by Finance, SLMBE and Procurement teams (with similar programs already instituted in Montgomery and Prince George's County), to stimulate investment in local businesses by using a portion of the Commission's

investments in CDs with locally-based banks. Further details can be found in the corresponding segment of the archived meeting video and written power point presentation, and both are referred to for that purpose.

Commissioner Boulware requested more data be provided from Prince George's county prior to management bringing back this matter to the Commission for action, to which Mr. Beach indicated would be done.

Following discussion, the Finance report on the proposed BIG program was received as information.

Management Response to Veolia Benchmarking Report. Mr. Beach next reported on management's response to the findings of the Veolia Benchmarking Report, which was an independent utility benchmarking and organizational efficiency review conducted by Veolia North America of WSSC's operational efficiency and effectiveness as compared to its industry peers and similar privately operated systems - focusing on WSSC staffing levels, rates, financial management and business areas. Following receipt of the results earlier this year, the CFO had asked WSSC teams to develop action plans to improve performance to best practice levels. The CFO summarized and walked Commissioners through this information, pointing out that most of the action plan recommendations were already being implemented -- even before the report had been received and that further recommendations would be evaluated as part of the budget process for the FY 2017-2020 period.

Following discussion, the Finance report on management's response to the Veolia Benchmarking Results, was received as information.

Approval of Bond Refunding Plan. Management presented a bond refunding plan, prepared by WSSC's financial advisor Public Advisory Consultants, for Commission approval to transmit to both County governments for subsequent approval. The Plan provides the Commission with the opportunity to realize debt service savings of approximately \$6.6 million. Estimated cost of issuance is \$300,000.

Whereupon, a motion was made by Commissioner Lawson and seconded by Commissioner Foster, to adopt the Bond Refunding Plan

as proposed and presented to the Commission at this meeting, for transmittal to the County Governments of Prince George's and Montgomery for approval, in accordance with the Washington Suburban Sanitary District Code.

The motion carried unanimously with six affirmative votes.

Resolutions to Authorize Issuance of Bonds.

Management is also seeking approval to issue debt in Fiscal Year 2017 for the construction of water supply facilities and large transmission mains, sewage disposal facilities and large collection mains and WSSC-built water/sewer pipes in subdivisions.

A portion of the debt may be realized through the State of Maryland Revolving Loan Program and through WSSC's Multi-Modal Note Program. The balance of debt to be obtained through a competitive bid process as authorized under State law. The bond sale amount, not to exceed \$382,000,000.00, is consistent with WSSC's Capital Improvements Program requirements, and is within budget estimates.

Additionally, Commissioners approved a bond refunding plan at this meeting and immediately prior to this subsequent request by management for approval of certain bond issuances. Recent favorable market conditions require management to act quickly in order to realize the potential debt service savings of \$6.6 million from the refunding of the consolidated public improvement bonds of 2011. Management anticipates the sales to take place in October of 2016. Sales to be facilitated by an electronic bidding method utilizing the PARITY System.

Resolution 2017-2138 - Authorization Providing for Issuance, Sale, Delivery and Publication of Notice of Sale, of Water Supply Bonds and Sewage Disposal Bonds and Providing for Consolidation of Such Bonds for Issuance, Sale and Delivery as a Single Issue of Bonds.

Whereupon, a motion was duly made by Commissioner Boulware and properly seconded by Commissioner Denis, to adopt Resolution 2017-2138, as amended (to add missing language on top of page 2 of Resolution), providing Commission authorization to proceed, as stipulated in the aforementioned Resolution.

The motion carried unanimously with six affirmative votes.

Resolution 2017-2139 - Authorization Providing for Issuance, Sale, Delivery and Publication of Notice of Sale of Sewage Disposal Refunding Bonds, Water Supply Refunding Bonds and General Construction Refunding Bonds, to refund certain outstanding Bonds of the Washington Suburban Sanitary District and Providing for the Payment of such Outstanding Bonds from an Escrow Account and for the Payment of such Refunding Bonds, and Providing for the Consolidation of Such Bonds for Issuance, Sale and Delivery as a Single Issue of Bonds.

Whereupon, a motion was duly made by Commissioner Boulware and properly seconded by Commissioner Denis, to adopt Resolution 2017-2139, providing Commission authorization to proceed, as stipulated in the aforementioned Resolution.

The motion carried unanimously with six affirmative votes.

HomeServe USA Status Report and Update. Customer Relations Team Chief Crystal Knight-Lee provided a status report to the Commission on the HomeServe partnership, which included program information, costs, current enrollment numbers, challenges and next steps. Ms. Knight-Lee reported from a power point presentation contained in the advance materials and incorporated herein by reference. Specific details can also be found in the corresponding segment of the archived meeting video.

In summary, Ms. Knight-Lee reported that WSSC had partnered with HomeServe to allow HomeServe to offer low-cost affordable *optional* service plans to WSSC customers to cover emergency infrastructure (water and sewer line) repairs on private property that falls under the responsibility of the homeowner, stating that most homeowners are not aware of the high costs of such repairs and that the repair responsibility rests with the homeowner and not WSSC. Ms. Knight-Lee added that WSSC had received many complaints from customers [over the years], who had experienced such breaks, requesting that WSSC look into providing some type of service/program to customers that would inform them of this responsibility and help defray the high costs associated with such emergency failures/repairs.

HomeServe is a leading provider of home pipe repair solutions, offering a number of optional water and sewer service line

protection plans to homeowners in various regions throughout the United States. It is currently rated A+ with the Better Business Bureau; has a national contract with AARP; and has partnered with over 60 utilities and municipalities, including the City of Baltimore.

Following the report, several Commissioners raised questions and concerns relating to the partnership in general; how the services had been marketed to WSSC customers; how the hardship fund would be administered; and use of the WSSC logo by HomeServe, to name a few. Management to review the Commissioners' questions and concerns and provide proper response and follow-up in the near future.

The report on HomeServe USA was received as information.

Commissioner Boulware had to depart the meeting at this juncture due to a prior work commitment and was thereby excused by the Chair at 11:55 a.m.

Engineering and Construction

Approval of Change Order No. 3 to Contract BF5339C12 for Potomac Water Filtration Plant Filter Underdrain Replacement Project.

Chief Engineer Gary Gumm presented this item for approval, explaining the reasons for the change order.

Following discussion, a motion was made by Commissioner Foster and seconded by Commissioner Lawson, to approve Change Order No. 3 to Contract BF5339C12 for the Potomac Water Filtration Plant Filter Underdrain Replacement Project, to CPP Construction Company, Inc., in the amount of \$7,665,000.00, for a total contract amount of \$10,005,764.00, with substantial completion time increased by 280 non-compensable calendar days.

The motion carried by a vote of 5-0, with one absent (Commissioner Boulware).

Resolution 2017-2137 - Adoption of Revised Standard Procedure / Regulation for Use of WSSC Sewer Model in Conjunction with Phase I Hydraulic Planning Analyses (HPA) - to Replace SP ENG 11-01.

Chief Engineer Gary Gumm, along with Planning Group Leader Thomas Hilton and Ray Chicca, Development Services Group Leader, reported on this item whereby staff is proposing that the existing SP be

revised: 1) to add new language to define terms and clarify various portions of the procedures; 2) to include new development and redevelopment not subject to an HPA for development in basins with projected 2-year overflows; 3) to require start of construction of proposed system improvements for developments generating more than 100,000 gallons per day of new sanitary flow in basins with projected 10-year overflows; and 4) to clarify the timeline for the processing of waiver requests under the SP.

In summary, the revised SP will eliminate, for those qualifying developments, the requirement that the sewer replacement be complete before allowing the new development to connect to the WSSC system and will allow sewer replacement only to have "Started Construction" prior to the developer's project being RFS ("released for service"). The modifications will also decrease the length of time that the developer has to wait before being allowed to obtain water meter and occupy the new building or development. Further information and details can be found in the submitted written materials and corresponding segment of the archived meeting video.

Following discussion, a motion was made by Commissioner Lawson and seconded by Commissioner Foster, to adopt Resolution 2017-2137, approving an amended Standard Procedure / Regulation for Use of the WSSC Sewer Model in Conjunction with Phase I Hydraulic Planning Analyses, as proposed by management and presented to the Commission on this date. Such Amended Regulation, which replaces WSSC SP ENG 11-01, to be effective on November 1, 2016 following required public notification period.

The motion carried by a vote of 5-to-0 with one absent (Commissioner Boulware).

Annual Water Loss Report. Mr. Thomas Hilton next provided an update on WSSC's FY 2015 Water Audit and Water Loss Reduction Plan, sharing WSSC's water loss percentages for FY 2015 and water loss prevention activities/plan (pursuant to the AWWA Manual M36 on "Water Audits and Loss Control Programs"). Mr. Hilton reported from a power point presentation contained in the advance materials and incorporated herein by reference. The full report can be found in the corresponding segment of the archived meeting video.

In summary, Mr. Hilton reported that, in FY 2015, WSSC experienced an estimated real water loss of 12.4%. During the same period, the average water loss in the 29 water systems in Maryland was 16.9%. The Water Loss Reduction Program will include: a water audit, review of customer billing processes, review of meter demographics and anomalies, detection of unauthorized consumption, meter accuracy testing, meter replacement, leak detection, pressure management, zone flow measurement and analysis, and infrastructure rehabilitation and renewal.

Long term water loss reduction initiatives include: assessment of the water audit, developing new data gathering programs, and data evaluation and plan implementation.

Following discussion, the Annual Water Loss Report was received as information.

Consent Decree Quarterly Update. Mr. Gary Gumm provided Commissioners with a quarterly update on the status of projects being undertaken to comply with the Consent Decree. Detailed information can be found in the presentation handout circulated to Commissioners and the corresponding segment of the archived meeting video. In summary, Mr. Gumm reported on schedule status, costs and areas of concern. Total cumulative costs are at \$1.1 billion, an increase of \$110 million since last quarter. Mr. Gumm reminded the commissioners that, when the Consent Decree process began, it was estimated that the cost would be only \$350 million. Areas of concern continue to center around: Rights of Entry, National Park Service, Stream Stabilization Permits and Consent Decree Modification (i.e., meeting the time specified requirements under the modification agreement). On the last matter, the U.S. District Court has approved the Second Amendment to the 2005 Consent Decree, extending completion deadlines to 2022.

The Commission received the quarterly report as information.

SLMBE Office

Proposed MBE Aspirational Goals for Contracting Areas. SLMBE Director Towanda Livingston presented a report on the Aspirational Goals that SLMBE plans to propose for the Minority Business Enterprise ("MBE") program in order to promote transparency and establish measurable performance standards for evaluating the effectiveness of the program over time. The 2015 Disparity Study

provided the evidence to justify the application of race or gender conscious remedies for WSSC's four broad contracting areas and the proposed Aspirational Goals provide benchmarks for MBE contract payments/expenditures for each of the contracting areas as follows:: Architectural and Engineering (24%); Construction (13%); Goods and General Services (33%); and Professional Services (23%).

The SLMBE Office plans to request commission approval of these recommended aspirational goals at the October Commission Meeting in order to have them take effect in November 2016.

The Commission received the SLMBE report on the MBE Aspirational Goals as information.

Intergovernmental Relations Office (IRO)

Proposed Legislation for 2017 Legislative Session. IRO Director Karyn Riley presented the proposed legislation for the upcoming Maryland General Assembly session, requesting that the Commission propose legislation that would extend the statutory authority for WSSC's MBE program which is currently set to expire on July 1, 2017. The legislation also requests a change in name for the SLMBE office to the "Office of Supplier Diversity and Inclusion," which management believes better reflects the goals and purposes of the office/program.

Whereby, a motion was duly made by Commissioner Foster and seconded by Commissioner Lawson, to approve the proposed WSSC-Sponsored Legislation for the 2017 Maryland General Assembly Session relating to an Extension of Statutory Authority for the WSSC Minority Business Enterprise (MBE) Utilization Program to include a Proposed Name Change for the SLMBE Office to that of the Office of Supplier Diversity and Inclusion, as recommended by management.

The motion carried by a vote of 5-to-0 with one absent (Commissioner Boulware).

COMMISSION OFFICE

Corporate Secretary Report. Corporate Secretary Sheila Finlayson provided an overview of her activities for the month, sharing that she was particularly pleased with how well the New Commissioners' Orientation that she helped facilitate with the GM's office, went, echoing the remarks earlier provided by Commissioners Denis,

Foster and Rogers. She also expressed her enjoyment in attending last month, along with the GM and Commissioners, the Annual Summer Conference of the Maryland Association of Counties (MACo) in Ocean City, Maryland.

The Commission received the Corporate Secretary's report as information.

WSSC Retirement Plan Board of Trustees. Nothing to report (no meeting held in August).

Personnel and Governance Committee. Chair Bayonet reported that the Committee is in the process of performing evaluations for two of its direct reports.

The Commission received the report of the Personnel and Governance Committee as information.

Legislation Committee. Nothing additional to report outside of IRO Report.

Audit. Chair Bayonet reported that due to time constraints the quarterly meeting will be postponed until the October Commission Meeting.

The Chair then announced that the Morning Open Session business has concluded and called for a motion to go into Closed. After noting his approval of the written closing statement, the Chair called for a vote.

CLOSED SESSION

Whereby at 2:03 p.m., Commissioner Lawson moved that the Commission go into Closed Session pursuant to Maryland Code Annotated, General Provisions Article: Section 3-305(b) (13) to approve the July 20, 2016 and August 17, 2016 Closed Session Minutes; Section 3-305(b) (7) and Section 3-305(b) (8) to consult with counsel to obtain legal advice and discuss pending or potential litigation for attorney/client privileged legal matters; Section 3-305(b) (9) to conduct collective bargaining negotiations and consider matters related to the negotiations; and Section 3-305(b) (1) to discuss personnel matters involving Commission Office direct reports and board/management operations.

Commissioner Denis seconded the motion. The motion carried with five affirmative votes, one absent (Commissioner Boulware).

The Chair declared the meeting was Closed at 2:03 p.m.

The Chair then called for a lunch recess.

Following lunch, the meeting reconvened in Closed in the Commissioners' Large Conference Room at 3:25 p.m.

ATTENDEES: Chair Fausto Bayonet; Commissioners Howard Denis, Eloise Foster, Chris Lawson and Thomasina Rogers. Absent: Omar Boulware. Staff present: General Manager Carla Reid, Corporate Secretary Sheila Finlayson, Acting General Counsel Russel Beers, Deputy General Manager for Operations Joe Mantua, Deputy General Manager for Strategic Partnerships Monica Johnson, Deputy General Manager for Administration Thomas Street, Associate Counsel Heather Ashbury, Outside Counsel Robert Carney, and Human Resources Director Todd Allen.

Closed Session Minutes - On motion made by Commissioner Denis and seconded by Commissioner Foster, the Commission voted five-to-zero (with one absent), to adopt the closed session minutes of its July 20, 2016 and August 17, 2016 Regular Commission Meetings, as drafted.

Legal Matters - Commissioners were briefed by WSSC Counsel on confidential legal matters affecting the Commission, which included attorney/client privileged legal and pending litigation matters.

The Commission granted WSSC counsel the authority to settle certain claims related to a pending litigation matter (Mover - Commissioner Lawson; Seconder - Commissioner Denis; Motion carried by a vote of 5-0 with one absent - Commissioner Boulware).

Collective Bargaining Negotiations. The Commission received a report from the HR Director on the status of the collective bargaining negotiations currently underway.

Due to time constraints, the Commission did not entertain any further business in closed session.

At 4:05 p.m., the Chair called for a motion to end closed, whereby a motion was made by Commissioner Lawson and seconded by Commissioner Denis to end the Closed Session. The motion carried with five affirmative votes; one absent (Commissioner Boulware).

OPEN SESSION

At 4:05 p.m., the Commission reconvened in open session.

ADJOURNMENT

The Chair called for a motion to adjourn, to which Commissioner Lawson moved to adjourn the meeting. Commissioner Denis seconded the motion. The motion carried with five affirmative votes.

At 4:05 p.m., the meeting was declared adjourned.

Respectfully submitted,

//signed//

Sheila R. Finlayson, Esq.
Corporate Secretary