

**WASHINGTON SUBURBAN SANITARY COMMISSION**

**MINUTES OF THE COMMISSION MEETING**

**Wednesday, February 19, 2020  
Laurel, Maryland**

Chair Chris Lawson called the meeting of the Washington Suburban Sanitary Commission (hereinafter "WSSC Water"), 14501 Sweitzer Lane, Laurel, Maryland, 20707, to order at approximately 10:05 a.m., with due notice having been given to all members of the Commission and the public. In addition to Chair Lawson, Commissioners Fausto R. Bayonet, Keith E. Bell, Howard A. Denis, T. Eloise Foster and Sandra L. Thompson, were present, reflecting a quorum. Also, in attendance were WSSC Water General Manager and Chief Executive Officer ("GM") Carla A. Reid, General Counsel Amanda Stakem Conn and Corporate Secretary Sheila R. Finlayson, Esq., who recorded the minutes of the meeting. Other members of WSSC Water management were called upon, during certain portions of the meeting, to provide information to the Commission.

**PLEDGE OF ALLEGIANCE**

Chair Lawson opened the meeting by welcoming everyone and asking Commissioner Thompson to lead the pledge of allegiance.

Following the pledge, the Chair asked General Manager Carla Reid to lead the Commission in the recitation of its mission and vision statements.

**AGENDA APPROVAL**

**Commissioner Bayonet moved to adopt the Commission's Public Meeting Agenda of February 19, 2020, as drafted, to which Commissioner Foster seconded the motion. The motion carried unanimously with six affirmative votes.**

**APPROVAL OF MINUTES**

**Commissioner Bayonet moved to adopt the Commission's Public Meeting Open Session Minutes of December 18, 2019, as drafted, to which Commissioner Foster seconded the motion. The motion carried unanimously with six affirmative votes.**

**WSSC RETIREES**

Retirement & Investments Division Manager Richard Baker recognized the Retirees for the months of January and February 2020, reporting from a power point presentation displayed at the meeting reflecting the Retirees' names and photos. Retirees' information can be found in the archived meeting video and presentation, incorporated herein by reference.

**COMMENTS: COMMISSIONERS**

**Commissioner Denis** recognized Aris T. Allen, in honor of African American History Month. Commissioner Foster acknowledged the Service Awards Event that took place in January 2020, stating the event was impressive and the recipients were outstanding. Full remarks can be found in the corresponding segment of the archived meeting video.

**COMMENTS: PUBLIC**

**Stephen McFaddon, Montgomery County**, provided a personal testimony regarding being opposed to AMI implementation. Mr. McFaddon expressed his desire for an opt-out option upon the approval of AMI. Full remarks can be found in the corresponding segment of the archived meeting video.

**Dr. Lawrence A. Plumley**, provided information regarding his medical background (chemical), past medical studies on chemical sensitivity and the relative nature of AMI smart meter implementation. Full remarks can be found in the corresponding segment of the archived meeting video. Full remarks can be found in the corresponding segment of the archived meeting video.

**George Hawkins, Montgomery County**, provided a personal testimony and opinion regarding AMI implementation. Mr. Hawkins, former CEO of DC Water, recalled AMR and AMI meters as being one of the two best projects implemented while at DC Water. Commissioners posed several questions after Mr. Hawkins's testimony. Full remarks can be found in the corresponding segment of the archived meeting video.

**Theodora Scarato, Montgomery County,** provided a personal testimony regarding being opposed to AMI implementation. Ms. Scarato discussed at length health and public risks associated with 5G and AMI smart meters. Ms. Scarato requested an environmental evaluation before implementing AMI smart meters. Full remarks can be found in the corresponding segment of the archived meeting video.

**Mayor Eugene W. Grant, Prince George's County,** provided a personal testimony and overview of his opinion on AMI smart meters and the (3) three areas in which he believed the technology would benefit. The (3) three areas were: citizens, cities and WSSC Water. Full remarks can be found in the corresponding segment of the archived meeting video.

**Lisa Kline, Montgomery County,** provided a personal testimony regarding being opposed to AMI implementation. She expressed concerns and reiterated the need for additional studies on radio frequency (RF). Full remarks can be found in the corresponding segment of the archived meeting video.

**Sandra Crow, Montgomery County,** provided a personal testimony regarding being opposed to AMI implementation. Ms. Crow ended her testimony by requesting that WSSC Water hold off on moving forward with AMI until there is more information on the safety of smart meters and other 5G devices. Full remarks can be found in the corresponding segment of the archived meeting video.

**Katherine Katzin, Montgomery County,** provided a personal testimony regarding being opposed to AMI implementation. Ms. Katzin requested that an objective study and environmental review with independent experts on AMI and its health effects take place before moving forward. Full remarks can be found in the corresponding segment of the archived meeting video.

**Natalie Rosser** provided a personal testimony and extensive information regarding Radio Frequency Microwave Radiation (RFMR). Ms. Rosser stated she was opposed to AMI implementation but thought it might be helpful for WSSC Water to host a public forum to discuss AMI and a possible opt-out provision. Full remarks can be found in the corresponding segment of the archived meeting video.

**Anna Pritchard, Montgomery County**, provided a personal testimony regarding being opposed to AMI implementation. Ms. Pritchard expressed personal health concerns and possible health concerns to her pet because of an installed smart meter at her home. Ms. Pritchard recommended another option for WSSC Water to use which was a Fiber optic connection. Full remarks can be found in the corresponding segment of the archived meeting video.

#### **GENERAL MANAGER'S REPORT**

**Monthly Report.** GM Carla Reid provided her monthly report, reporting from a power point presentation displayed at the meeting and incorporated herein by reference. The GM's full report can be found in the presentation handout and corresponding segment of the archived meeting video, and both are referred to for this purpose.

**The GM's Monthly Report was received as information.**

Chair Lawson requested to modify the agenda by allowing Utility Services presentations to take place before the regularly scheduled presentations to accommodate the visiting expert/presenter's prescheduled flight reservation.

#### **UTILITY SERVICES**

**Advanced Metering Infrastructure (AMI) Overview and Research Study Findings Briefing.**

Director of Utility Services, Damion Lampley provided a briefing on Advanced Metering Infrastructure, reporting from a power point presentation and video displayed at the meeting and incorporated herein by reference. The full report can be found in the presentation handout and corresponding segment of

the archived meeting video and both are referred to for this purpose.

**Expert Testimony: Potential Impacts of Radio Frequency (RF) on Human Health - Leeka Kheifets, Ph.D., Professor of Epidemiology, UCLA, School of Public Health.** Leeka Kheifets, Ph.D., Professor of Epidemiology, UCLA, School of Public Health provided an expert opinion regarding Advanced Metering Infrastructure. The presentation included information on Radio Frequency (RF) exposure, risks associated, various studies and research reporting from a power point presentation and video displayed at the meeting and incorporated herein by reference. The full report can be found in the presentation handout and corresponding segment of the archived meeting video and both are referred to for this purpose.

#### **GENERAL MANAGER' S OFFICE**

**Strategic Plan: Draft Commission Performance Report for Review.**

Deputy General Manager for Strategy and Partnerships, Monica Johnson and Chief Strategy and Innovation Officer Jaclyn Vincent provided an update on WSSC Water's Performance Report, reporting from a handout in the advance materials and incorporated herein by reference. Details relating to the Performance Report, can be found in the presentation handout and corresponding segment of archived meeting video.

#### **INSPECTOR GENERAL REPORT**

**Monthly Activity Report.** Inspector General ("IG") Arthur Elkins reported on the monthly activities of the Office of the Inspector General (OIG), for the month of January 2020. Mr. Elkins presented from a power point presentation displayed at the meeting and incorporated herein by reference. The full report can be found in the presentation handout and corresponding segment of the archived meeting video and both are referred to for this purpose.

**Following Commissioner' questions, the Commission received the OIG Report, as information.**

#### **OTHER REPORTS**

**General Counsel's Office (GCO)**

**Ethics Program Update.** No report.

#### **FINANCE**

**Proposed Fiscal Year (FY) 2021 Operating and Capital Budget for Transmittal to Counties.** Budget Division Manager, Letitia Carolina-Powell provided an overview of the Proposed 2021 Fiscal Year Operating and Capital Budget

**Whereupon, a motion was made by Commissioner Bayonet and seconded by Commissioner Denis, to approve the Proposed Fiscal Year (FY) 2021 Operating and Capital Budget for Transmittal to Counties.**

**The motion carried unanimously with six affirmative votes.**

#### **INFORMATION TECHNOLOGY (IT)**

**Monthly Project Cornerstone Update.** Chief IT Governance Officer Stacey Chisolm, Cornerstone Project Manager Anthony Ferrara, and Chief Strategy and Innovation Officer Jaclyn Vincent provided the monthly update, reporting from a power point presentation displayed at the meeting and incorporated herein by reference.

**Following Commissioner' questions, the Commission received the Monthly Project Cornerstone Update, as information.**

**Revision to FY Cap on Task Orders Issued to Vendors Under BOA No. 1111, IT Customer Care and Billing Consulting and Integration Services.** Chief Information Officer Christopher Carter addressed Commissioner questions regarding \$4,000,000.00 contract spending cap. Specific details can be found in the presentation handout and archived meeting video.

**Following discussion, a motion was made by Commissioner Thompson and seconded by Vice-Chair Foster, to approve management's request to increase the fiscal year cap for Black & Veatch Management Consulting, LLC, and Sure Power Consulting to \$7,000,000.00, with Origin Consulting, LLC remaining at \$4,000,000.00, on the value of the task orders issued to those**

**vendors under BOA No. 1111, IT Customer Care and Billing Consulting and Integration Services as recommended by management.**

**The motion carried unanimously with six affirmative votes.**

**ENGINEERING AND CONSTRUCTION**

**Piscataway Water Resource Recovery Facility (WRRF) Bioenergy Project Briefing - Contract No. CD5901A15.** Chief Engineer Mike Harmer and Facility Design & Construction Division Manager, Theon Grojean provided a detailed overview of the project reporting from a power point presentation displayed at the meeting and incorporated herein by reference.

**The Commission received the briefing as information.**

**Intergovernmental Relations Office**

**Legislative Update.** No report.

**CONSENT CALENDAR**

***Contracts for Approval***

**A motion was made by Vice-Chair Foster and seconded by Commissioner Bell, to adopt Resolution 2020-2243, approving the three contracts included on the Consent Calendar for February 17, 2020 Commission Meeting, as follows:**

**A. Engineering and Construction**

Architectural/Engineering Contract

1. AM6789A19, Laboratory Services Building Expansion

Construction Contracts

1. BT6221A17, Fernwood Road 16-Inch Water Main Replacement
2. BT6433A18, Edmonston Road 16-Inch Transmission Water Main Replacement

**The motion carried unanimously with six affirmative votes.**

**ADDITIONAL BRIEFINGS**

**COMMISSION OFFICE**

**Corporate Secretary Report.** Corporate Secretary Sheila Finlayson provided an overview of her activities for the period of January 14, 2020 - February 14, 2020. No questions were raised.

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

#### **COMMITTEE REPORTS**

**WSSC Employees' Retirement Plan Board of Trustees.** Vice-Chair Foster reported the next board meeting will be held February 26, 2020 at 3:00 p.m.

**The Commission received the report of the WSSC Employees' Retirement Plan Board, as delivered by Commissioner/Trustee Foster, as information.**

**Governance & Strategic Visioning Committee.** Vice-Chair Foster provided an update on identifying Thompson and Associates as the consultant selected to assist Commissioners in defining roles/responsibilities, board strategy and developing a Governance handbook. A meeting will be scheduled to introduce Managing Director, Leroy Thompson, GM Carla Reid and fellow Commissioners.

**The Commission received the report as information.**

**Legislative & Compliance Committee.** No report.

**Audit Committee.** No report.

**Customer and Other Stakeholder Relations Committee.** No report.

**Innovation & Infrastructure Committee.** No report.

**Quarterly Audit Committee Meeting (Commission to Convene as Audit Committee).** The Chair transitioned to the Audit Committee agenda item to convene the Quarterly Audit Committee Meeting. Commissioner Thompson, serving as Audit Committee Chair, requested a motion to approve the February 19, 2020 Audit



Committee Meeting Agenda, to which Vice-Chair Foster moved, and Chair Lawson seconded. **The motion carried unanimously with six affirmative votes.**

Assistant Inspector General for Audit, Maxene Bardwell, Inspector General, Arthur Elkins, Supervisory Auditors, James Wall and Jane Lewis reported on the monthly activities of the Office of the Inspector General (OIG), for the month of January 2020, presented from a power point presentation displayed at the meeting and incorporated herein by reference.

**Upon completion of the reports, the Quarterly Audit Committee Meeting concluded.**

Chairman Lawson announced that the Morning Open Session business had concluded. After noting his approval of the written closing statement, Chairman Lawson called for a motion.

**CLOSED SESSION**

**Whereby, at approximately 4:40 p.m., Vice-Chair Foster moved, and Commissioner Thompson seconded, that the Commission go into Closed Session, pursuant to Maryland Code Annotated, General Provisions Article, Title 3, Open Meetings Act, Subtitle 3, Open Meetings Requirements - Closed Sessions: Section 3-305(b) (13) to approve the December 18, 2019 Closed Session Minutes; Section 3-305(b) (7) and 3-305(b) (8) to consult with counsel to obtain legal advice and discuss pending or potential litigation or attorney/client privileged matters; Section 3-305(b) (9) to conduct collective bargaining negotiations or consider matters that relate to the negotiations; and Section 3-305(b) (1) to discuss personnel matters affecting one or more specific individuals.**

**The motion carried unanimously with six affirmative votes.**

Chairman Lawson declared the meeting was closed at approximately 4:40 p.m.

Closed Session reconvened at approximately 4:45 p.m.

**ATTENDEES:** Chairman Chris Lawson, Vice-Chair T. Eloise Foster; Commissioners Howard Denis, Keith Bell, Fausto Bayonet and Sandra Thompson. Staff present: Corporate Secretary Sheila Finlayson, GM Carla Reid, General Counsel Amanda Conn, Deputy General Counsel Russel L. Beers, Deputy General Manager (DGM) Monica Johnson, Director of Human Resources Todd Allen, and Associate Counsel II Danny O'Connor.

**SUMMARY**

**Minutes:** The December 18, 2019 Closed Session Minutes were approved by a unanimous vote of 6-0.

**Collective Bargaining:** An update was provided on the status of the union negotiations.

**Legal Advice:** Confidential advice was provided.

**OPEN SESSION RESUMED**

**ADJOURNMENT**

There being no additional business, the Chair called for a motion to adjourn. The motion carried with six affirmative votes.

At approximately 6:00 p.m., the meeting was declared adjourned.

Respectfully submitted,

\_\_\_\_\_/signed//\_\_\_\_\_

Julianne M. Montes de Oca  
Acting Corporate Secretary