

**WASHINGTON SUBURBAN SANITARY COMMISSION**

**MINUTES OF THE COMMISSION MEETING**

**Thursday, May 16, 2013  
Laurel, Maryland**

Chair Chris Lawson called the meeting to order at 9:00 a.m. in the Potomac Room of the Westin Hotel, 171 Waterfront Street, National Harbor, MD 20745, with due notice having been given to all members of the Commission and the public. Vice Chair Gene Counihan, Commissioners Adrienne A. Mandel, Antonio L. Jones, Melanie Hartwig-Davis, and Dr. Roscoe M. Moore, Jr. were present at the meeting. Also, present were General Manager Jerry Johnson, Corporate Secretary Charlett Bundy, Johnnie Hemphill, WSSC Chief of Staff, Crystal Knight-Lee, Acting Director Strategic Systems Management Office, and Barbara Collins and members of her consulting firm. Sheila R. Finlayson was also present.

**AGENDA APPROVAL**

Commissioner Moore moved to approve the agenda for the WSSC Commission meeting for Thursday May 16, 2013. Commissioner Hartwig-Davis seconded the motion. The motion carried with six affirmative votes.

**STRATEGIC PLANNING**

Commissioners engaged in a discussion first on the self-assessment they completed with Ms. Collins, noting the outcomes and preferences of various Commissioners. Next Commissioners built upon the information in the self-assessment to begin to establish the strategic priorities for the next few years. They received a policy/governance overview; participated in an exercise to scan the future regarding trends and issues.

**Adjournment**

Commissioner Jones moved to adjourn the meeting. Commissioner Mandel seconded the motion.

The motion carried with five affirmative votes as Commissioner Moore had left the room. At 4:46 p.m. the meeting was adjourned.

Respectfully submitted,

\_\_\_\_\_  
Charlett Bundy, Esq.  
Corporate Secretary

\_\_\_\_\_  
Sheila R. Finlayson, Esq. <sup>1</sup>  
Corporate Secretary

---

<sup>1</sup> Charlett Bundy was the Corporate Secretary for the May 16, 2013 Commission Meeting and thereby was responsible for drafting/recording these minutes. I was appointed as the new WSSC Corporate Secretary effective May 20, 2013. These minutes were approved by the Commission on June 19, 2013; I am thereby countersigning in my official capacity as Corporate Secretary of WSSC.