



# Washington Suburban Sanitary Commission

## AGENDA

### COMMISSION PUBLIC MEETING

WEDNESDAY, AUGUST 18, 2010

Time	Item
<b>1. OPEN SESSION AUDITORIUM</b>	
8:30 AM	<b>A. Approval of Agenda</b> <b>B. Pledge of Allegiance (Staff, Honoree)</b> <b>C. Administrative Matters: Minutes July 21, 2010</b> <b>D. Retirees</b> <b>E. Joyce Starks Engineering Scholarship Award</b> <b>F. Public/Press/Commissioner Comments and Intentions</b>
<b>2. STAFF REPORTS</b>	
8:50 AM	<b>A. General Manager's Office</b> 1. Monthly Report
9:35 AM	<b>B. Internal Audit Office</b> 1. Monthly Activity Report 2. Delegation of Authority 3. Draft—FY 2011 Risk-Based Audit Plan
<b>3. AUGUST BRIEFING / ACTION ITEMS</b>	
10:05 AM	<b>A. Engineering and Construction</b> Contract CI4898B08, Change Order 1 for Construction Sewer Main Lining, Sewer House Connection Renewal and Other Sewer Rehabilitation (Consent Decree)
	<b>B. Customer Care Team - Consent Decree Items</b> 1. Contract PM0002A08, Change Order 1, Basic Ordering Agreement (BOA) 2. Contract PM006A07, Option Year 1, Change Order 1 for SSO Rehabilitation Support Program Basic Ordering Agreement 3. Contract PM005A07, Option Year 1, Change Order 1, to SSO Rehabilitation Support Program Basic Ordering Agreement
	<b>C. Finance</b> Public Hearing Dates for FY 2012 Proposed Budget
<b>4. CONSENT CALENDAR</b>	
11:50 AM	<b>Resolution 2011-1891 Approving Items Briefed July 21, 2010:</b> <b>A. Engineering and Construction</b> 1. Contract BL3192A01, Change Order 2, Oak Grove/Leeland Road Water Main 2. Contract BE1775D96, Amendment Collington Elevated Water Storage 3. Contract PM0013A07, Change Order 1, PCCP Inspection and Engineering Services  <b>And Approving Items Briefed August 18, 2010</b> <b>B. Engineering and Construction</b> 1. Contract CI4898B08, Change Order 1 for Construction Sewer Main Lining, Sewer House Connection Renewal and Other Sewer Rehabilitation (Consent Decree)  <b>C. Finance</b> 1. Public Hearing Dates for FY 2012 Proposed Budget  <b>D. Customer Care Team - Consent Decree Items</b> 1. Contract PM0002A08, Change Order 1, Basic Ordering Agreement (BOA) 2. Contract PM006A07, Option Year 1, Change Order 1 for SSO Rehabilitation Support Program Basic Ordering Agreement 3. Contract PM005A07, Option Year 1, Change Order 1, to SSO Rehabilitation Support Program Basic Ordering Agreement
12:00 PM	<b>LUNCH</b>
<b>5. DEPARTMENT BRIEFINGS</b>	
1:00 PM	<b>A. Finance</b> Resolution 2011-1890: Reappointment of Employee Representative to WSSC Employees' Retirement Board Trustees

**OPEN SESSION RESUMED -- AUDITORIUM**

**6. COMMISSIONERS' ITEMS**

1:45 PM

**A. COMMISSIONERS' REPORTS**

1. Chair's Items: Committee Restructuring and Assignments and Vision Statement Review
2. Committee Reports
  - a. Governance/Personnel:
    - i. Commissioners' Expense Reimbursement Policy
    - ii. WSSC Employees' Retirement Board of Trustee Meeting
  - b. Ad Hoc Reports:
    1. Fire Drill for Commissioners
  - c. Institutional Processes Oversight  
Procurement Department Audit
  - d. Infrastructure Funding & Fiscal Budget
    - i. Meeting Notes
    - ii. Upcoming meeting dates
3. Corporate Secretary  
Monthly Report
4. Continued Business
  - a. Governance/Personnel Matters
    - i. Procedure for Paying for Legal Fees of Commissioners
    - ii. Procedure for Commissioners' Response Under the WSSC Communications Policy
    - iii. Procedure for Commissioners' Management of Grievances Against Commissioners' Direct Reports
  - b. Institutional Processes Oversight
    - i. Document Control Policy
    - ii. Application of Do Not Destroy Order to 2008 and 2009 Meeting Recordings

**7. EXECUTIVE SESSION COMMISSIONERS' CONFERENCE ROOM**

2:45 PM

Closed pursuant to Maryland State Government Article 10, Subtitle 5, Section 10-508(a)(13) to approve the July 21, 2010 Executive Session minutes and to approve access to certain Executive Session Minutes; and Section 10-508(a)(7) to receive legal advice on a development in a matter now in litigation.

**8. OPEN SESSION - RESUMED COMMISSIONERS' CONFERENCE ROOM**

3:00 PM

**ADJOURNMENT**

**FUTURE MEETINGS OF NOTE**

- |                    |   |
|--------------------|---|
| September 15, 2010 | CIP Public Hearing, Montgomery County, 7:30 p.m.<br>Stella B. Werner Bldg. 7th Floor Hearing Room<br>100 Maryland Ave., Rockville |
| September 16, 2010 | CIP Public Hearing, Prince George's County, 7:30 p.m.<br>RMS Bldg., Room 308<br>1400 McCormick Drive, Largo                       |
| September 18, 2010 | Personnel and Governance Committee, 8:00 AM<br>14501 Sweitzer Lane, Laurel, MD 20707  |
| September 18, 2010 | WSSC Monthly Commission Meeting, 8:30 AM<br>14501 Sweitzer Lane, Laurel, MD 20707, Auditorium                                     |
| September 29, 2010 | WSSC Employee Retirement Board, 3:30 PM<br>14501 Sweitzer Lane, Laurel, MD 20707, Commissioners' Conf. Rm                         |
| October 8, 2010    | WSSC Customer Advisory Board, 7:30 PM<br>14501 Sweitzer Lane, Laurel, MD 20707, RM. 6104  |
| October 13, 2010   | WSSC Board of Ethics, 2:00 PM<br>14501 Sweitzer Lane, Laurel, MD 20707, Gen Counsel. Conf. Rm                                     |

**Anticipated  
Action**

Action

Action

Information

Discussion

Action

Discussion

Action

Discussion

Action

Action  
Action