

WSSC Ad-Hoc Committee on Large Diameter Water Mains

Jan 31 Committee Meeting – Meeting Minutes

Meeting Opening

The meeting began at approximately 8:40 am.

Meeting Participants

The following individuals participated in the meeting.

Ad-Hoc Committee

- All members of the committee with the exception of:
 - Adrian Gardner
 - Shaun Pharr
 - Johnnie Hemphill
 - Virginia Sheard
 - Howard Stone
 - Laura Swisher
 - John Schlichting
 - Pamela Sams
 - Vince Berg

WSSC Staff

- Jerry Johnson, WSSC GM & CEO (Convener of the Ad-Hoc Committee)
- Mark Coughlin, WSSC Project Manager assigned to the Committee

Facilitators

- Ellen Kagen, Indiggo Associates
- Seth Verry, Indiggo Associates

Review and Approval of January 8 Meeting Minutes

The Committee amended the January 8 minutes in the meeting. The next step is for the Committee to review and approve the amended minutes on February 28.

Review of the Project Timeline

The facilitators presented a high-level process timeline for the remainder of the process, with emphasis on the three major in-process work-streams: finalizing the research on other communities, conducting the last two Committee meetings (on Feb 28 and Mar 31), and the

process of drafting and finalizing the Committee's report (the latter activity being the central overarching remaining activity for the Committee).

Update on Research on Other Communities

The purpose of this session was to discuss the research on other communities. The key update was that two of the desired interviews were completed. Laura Swisher is continuing to lead the effort, with the goal of completing the research by the time of the Feb 28 Committee meeting.

Report Writing Teams

Committee members worked in small groups on the three recommendation sections of the report: Prevention, Mitigation, and Response. Each group worked from a starting point of draft recommendations and determined which of them should be kept versus modified or dropped. The groups also considered whether additional recommendations were needed. Following their work at tables, the groups reported out the results of their work and the whole group engaged in discussion. The next step for these groups was to develop a working draft of their respective sections of the report, to be circulated to the broader committee for review and comment.

Next Steps for Report Writing Teams

- Report writing teams to draft a shareable version of their recommendation sections by Feb 13

Interagency Collaboration

There was a planned session focused on interagency collaboration in the development process. While a separate discussion of this issue did not occur, the committee's discussion of draft mitigation recommendations, which occurred as part of the Report Writing Teams session, created an opportunity for this issue to be discussed.

Meeting Closing

The meeting was adjourned at approximately 2:40 pm (past the stated end time of 2:00 pm).