

WASHINGTON SUBURBAN SANITARY COMMISSION

MINUTES OF THE COMMISSION MEETING

Wednesday, June 1, 2011
College Park, Maryland

Chair Antonio Jones called the meeting to order at 8:20 a.m. in the Conference Room of the Marriott Inn and Conference Center, University of Maryland, College Park, MD 20707, with due notice having been given to all members of the Commission and the public. Vice Chair Dr. Roscoe M. Moore, Jr., Commissioners Gene W. Counihan, Melanie Hartwig-Davis, Chris Lawson, and Adrienne A. Mandel were present at the meeting. Also, present were General Manager Jerry Johnson, Corporate Secretary Charlett Bundy, Barbara Collins, a contracted facilitator, and various members of the WSSC staff.

Agenda Approval

Commissioner Hartwig-Davis moved to approve the agenda for the June 1, 2011 Commission meeting. Commissioner Counihan seconded the motion. The motion carried with five affirmative votes as Commissioner Mandel had not arrived when the vote was taken.

Strategic Planning Updates

Ms. Collins helped Commissioners review the strategic initiatives they identified at a meeting in May 2010 as being the main focus of the Commissioners' Fiscal Year 2011 oversight duties. Several agreements were reached: Commissioners requested a quarterly performance report on the progress towards achieving WSSC's strategic priorities; Commissioners would seek to improve the effectiveness of the Commission's policy making and governance; Commissioners would strengthen collaboration and working relationships among and between the Commissioners as well between the Commissioners and the General Manager/CEO, and strive also to manage across the boundaries of the county lines to represent the best interest of the communities WSSC serves. Commissioners will focus on becoming THE world class water utility, championing environmental stewardship as key to the success and strive for excellence in external and internal service to customers.

Commissioners recognized the need to monitor progress of the strategic priorities and the key success measures that will determine the evidence of progress in order to distinguish what success looks like to both the WSSC employees and customers.

Commissioners then received reports from several members of the management team discussion the progress in the areas of overall performance, infrastructure (i.e., water operations, wastewater operations and information technology); customer service (i.e., call center and customer relations); environmental stewardship (i.e., recycling, energy and water conservation); security and safety, workforce management; financial stability; and communication and stakeholder relationships.

Ms. Bundy provided information on the governance policy and the management of complaints in the Commissioners' office. She also highlighted some of the information shared with new Commissioners during her presentation at the 2011 New Commissioner Orientation.

Specific Work Assignments

Commissioners agreed upon specific tasks to move the agenda of the WSSC forward in fiscal year 2012 including briefing legislators about the SLBE and MBE Programs; address the next round of collective bargaining in time to give Commissioners input; transfer supervision of all aspects of the duties of the Director of the SLMBE office to the General Manager/CEO; consider increasing the Delegation of Authority to the General Manager/CEO for approval of sewer contracts; review land use changes, repairs and policy developments including the General Manager's recommendations regarding a recent audit of the Dispute Resolving Board's activities; and continue to pursue the approval of a governance policy.

Adjournment

Commissioner Counihan moved to adjourn the meeting. Commissioner Lawson seconded the motion. The motion carried with six affirmative votes. At 3:39 p.m. Chair Jones declared the meeting was adjourned.

Respectfully submitted,

 //signed//
Charlett Bundy
Corporate Secretary