



Washington Suburban Sanitary Commission

AGENDA COMMISSION PUBLIC MEETING WEDNESDAY, JANUARY 19, 2011

Time	Item	Anticipated Action
1. OPEN SESSION AUDITORIUM		
8:30 AM	A. Pledge of Allegiance (Staff, Honoree)	Action
	B. Approval of Agenda	
	C. Administrative Matters: Approval of Minutes for December 15, 2010	Action
	D. Retirees	
	E. Communication Office Update: FOG (Fats, Oils, and Grease) Instructional Video	
	F. Comments and Intentions from Commissioners/ Public / Media	
2. STAFF REPORTS		
9:00 AM	A. General Manager's Office Monthly Report	Information
9:25 AM	B. Internal Audit Office 1. Monthly Activity Report 2. Resolution 2011-1901-Amendment to the Code of Ethics	Discussion Action
3. JANUARY CONTRACT BRIEFING / ACTION ITEMS		
9:45 AM	A. Engineering and Construction Contract PM5178A11- IDIQ Construction Contract	Action
	B. Finance Mid-Cycle Update for Proposed FY 2012-1017 CIP	
	C. Production Contract 5971 - Methanol Chemical Contract	
	D. Customer Care Contract 5891 - Cleaning and Closed Circuit Television Inspection Services	
	E. Logistics Contract 5819, Fire Meters	
	F. Information Technology Purchase Order P74891, Call Center Phase 2	
4. CONSENT CALENDAR		
10:30 AM	Resolution 2011-1903 Approving Items Briefed December 15, 2010:	
	A. Production Contract 5711 - Water and Wastewater Treatment Chemicals	
	and Items Briefed January 19, 2011	
	B. Engineering and Construction Contract PM5178A11- IDIQ Construction Contract	
	C. Finance Mid-Cycle Update for Proposed FY 2012-2017 CIP	
	D. Production Contract 5971 - Methanol Chemical Contract	
	E. Customer Care Contract 5891 - Cleaning and Closed Circuit Television Inspection Services	
	F. Logistics Contract 5819, Fire Meters	
	G. Information Technology Purchase Order P74891, Call Center Phase 2	

5. STRATEGIC INITIATIVES

10:40 AM **A. Acquisition Office**
Revising the Process – Part II

6. COMMISSIONERS' ITEMS

11:10 AM **A. COMMISSIONERS' REPORTS**

1. Chair's Comments
2. Working Group Reports
 - a. Governance/Personnel
Bylaw Update
Governance Policy
 - b. Ad Hoc Reports
 - c. Institutional Processes Oversight
 - i. Report of the WSSC Employees' Retirement Board of Trustee Meeting
 - d. Infrastructure Funding & Fiscal and Budget
 - i. Meeting Notes
 - ii. Upcoming Meeting Dates
3. Corporate Secretary
 1. Monthly Report
 2. Governance Policy Draft
4. Continued Business
 - a. Governance/Personnel Matters
 - i. Procedure for Commissioners' Response Under the WSSC Communications Policy
 - ii. Procedure for Commissioners' Management of Grievances Against Commissioners' Direct Reports
 - iii. Legislative Review of Draft Bills for revisions to:
 - a. Section 1-102 (c) (2): Staggered Terms
 - b. Section 1-102(D): Effect of Vacancy
 - c. Section 1-105: Salaries of Officers
 - b. Institutional Processes Oversight
Document Control

12:00 PM **LUNCH**

7. EXECUTIVE SESSION COMMISSIONERS' CONFERENCE ROOM

1:00 PM Closed pursuant to Maryland State Government Article 10, Subtitle 5, Section 10-508(a)(13) to approve the December 15, 2010 Closed Session minutes; Section 10-508(a)(13) to discuss an administrative matter regarding the Ethics Officer position; and closed pursuant to Section 10-508(a)(7) to obtain legal advice on current litigation and proposed revisions to minority contracting policies. Action

8. OPEN SESSION - RESUMED COMMISSIONERS' CONFERENCE ROOM

1:55 PM **ADJOURNMENT**

FUTURE MEETINGS OF NOTE

February 16, 2011	WSSC Employee Retirement Board, 3:30 PM 14501 Sweitzer Lane, Laurel, MD 20707, Commissioners' Conf. Rm
February 9, 2011	WSSC Customer Advisory Board, 7:30 PM 14501 Sweitzer Lane, Laurel, MD 20707, RM. 6104
February 10, 2011	WSSC Board of Ethics, 2:00 PM 14501 Sweitzer Lane, Laurel, MD 20707, Gen Counsel. Conf. Rm
February 16, 2011	Personnel and Governance Committee, 8:00 AM 14501 Sweitzer Lane, Laurel, MD 20707
February 16, 2011	WSSC Monthly Commission Meeting, 8:30 AM 14501 Sweitzer Lane, Laurel, MD 20707, Auditorium