

# WASHINGTON SUBURBAN SANITARY COMMISSION



## AGENDA

### COMMISSION PUBLIC MEETING WEDNESDAY, MARCH 19, 2008

Time	Item	Anticipated Action
8:30 AM	Approval of Agenda	Vote
8:35 AM	<b><u>Finance Office</u></b> <ol style="list-style-type: none"><li>1. Resolution 2008-1797 Authorization for certain financial functions and certifying signatures</li><li>2. Retiree Trustees' Appointment Procedure</li><li>3. January 2008 Status Report</li><li>4. Front Foot Benefit Appeal Hearing Dates/Officers (Decision)</li></ol>	
9:20 AM	<b><u>Engineering &amp; Construction</u></b> <ol style="list-style-type: none"><li>1. Large Diameter Water Main Information Briefing</li></ol>	
9:50 AM	<b><u>Production</u></b> Contract 4550, First and Final Option Year: Parkway WWTP Biosolids Management and Utilization	
10:05 AM	<b><u>Customer Care</u></b> Revised Standard Procedure: Adjustment and Correction of Water/Sewer Bills	
10:25 AM	<b><u>Intergovernmental Relations</u></b> Legislation Update	
10:45 AM	<b><u>Interim General Manager's Office</u></b> Monthly Report	
11:15 AM	<b><u>Internal Audit Office</u></b> Manager's Monthly Report Ethics Board Annual Report	
	<b><u>Corporate Secretary</u></b> Monthly Report	
11:50 AM	<b>LUNCH</b>	
<b>OPEN SESSION -- AUDITORIUM</b>		
1:00 PM	Approval of Minutes for February 20, 27, and 28, 2008 Commission Meeting  Presentation of Retirees Commissioners' Items Interim General Manager's Items Press Items Public Comments Employee Excellence: Acquisition Team Communications - Drawing to Chose Schools for Participation in WSSC 2008 Children's Water Festival	Vote

**Finance Office**

1. Resolution 2008-1797, Authorization for certain financial functions and certifying signatures
2. Amendment to WSSC's Employees' Retirement Plan Trust Document

Vote

Vote

**Engineering & Construction**

1. Contracts CD4257A05 and CD4173A05: Architect / Engineer Contract Amendment 1 for Western Branch Wastewater Treatment Plant, Enhanced Nitrogen Removal Facility and Upgrade

Vote

**CLOSED SESSION - COMMISSIONERS' CONFERENCE ROOM**

The Commission Meeting is closed pursuant to Subtitle 5 of Title 10 of the State Government Article, Maryland Code Section 10-508(a)(13) to: discuss Transition Plan and Salary Schedule for Direct Reports to Commissioners

Vote

**OPEN SESSION -- COMMISSIONERS' CONFERENCE ROOM**

- 2:00 PM **SLMBE OFFICE**  
Update on Development of MBE Program/Extension

Vote

**CLOSED SESSION -- COMMISSIONERS' CONFERENCE ROOM**

- 3:00 PM The Commission Meeting is Closed:  
Pursuant to Subtitle 5 of Title 10 of the State Government Article, Maryland Code.

Vote

1. Section 10-508(a)(13) to:
  - a) approve Closed Session Minutes for Feb. 7, 13, 20, and 28 2008;
  - b) discuss other administrative matters; and
2. Section 10-508(a)(7) to review General Counsel's opinion on
  - a) matter related to the HR restructuring and
  - b) a legal matter in litigation; and
  - c) review of outside counsel's recommendation on former employee's request for additional employment
  - d) review of settlement parameters for EEO matters
3. Section 10-508(a)(1) to discuss personnel matters involving:
  - a) Performance reviews for Internal Audit Manager, SLMBE Director, and General Manager; and
  - b) Midterm Performance Evaluation for Corporate Secretary
4. Section 10-509(a)(9) to discuss the collective bargaining negotiations for the 2008 contract(s)

Vote

Vote

Vote

**OPEN SESSION - COMMISSIONERS' CONFERENCE ROOM / RGH LOBBY**

- 5:00 PM **ADJOURNMENT**

**FUTURE MEETINGS OF NOTE**

- Mar. 26, 2008 WSSC Employee Retirement Board, 3:30 PM  
14501 Sweitzer Lane, Laurel, MD 20707 Comm. Conf. Rm
- April 9, 2008 WSSC Environmental Advisory Committee, 7pm  
14501 Sweitzer Lane, Laurel, MD 20707, RM. 6109
- April 9, 2008 WSSC Board of Ethics, 2 PM  
14501 Sweitzer Lane, Laurel, MD 20707 12th Fl. Conf. Rm
- April 9, 2008 WSSC Monthly Commission Meeting  
14501 Sweitzer Lane, Laurel, MD 20707
- April 9, 2008 WSSC Customer Advisory Board  
14501 Sweitzer Lane, Laurel, MD 20707