



SORA Board Meeting Minutes

January 7, 2020

2:30 PM Eastern Standard Time

Board Roll Call:

Region 1/Treasurer: Amanda Clark (CT), Region 2: Vacant,

Region 3: Travis Sterner (MD), Region 4: Chris Edwards (KY), Region 5: Mike Mettler (IN),

Region 6/Secretary, Past President: Matt Pace (OK), Region 7: Vacant

Region 8: Acting Secretary for this meeting; Chuck Cousino (CO), Region 9: Vacant, Region

10/President: Jeremy Simmons (WA), Tribal: Michael Bolt (NC Cherokee), Canadian Provinces: Derek Smith (Manitoba)

Invited Guests: Dick Bachelder (COI Rep.), Sheryl Ervin (COI Rep. back-up), Ed Corriveau (Retirees), Ann D'Alfonso (KS), Marcia Degen, VA, Stephen Marshall, NY, Angela Unrein, KS

Green = Present; Red = Absent

1. Review/edit meeting agenda
2. Approval of December meeting minutes; Motion-Chuck; 2nd-Amanda; Motion carried
3. Executive Committee Reports
 - a. President's report: (Jeremy) NOTE: Subsequent to Eric Folks resignation, and per the by-laws, Jeremy (President-Elect) will assume the duties as SORA President for 2020.
 - i. Officer elections and board replacements; need to update board and committee member documents once all positions are filled. Post on web page and provide to COI's/
 1. Region 2- Stephen Marshall, NY considered for Board membership. Steven is present on today's call and will call in next month and state his decision regarding the Region 2 position at that time.
 2. Region 9 - Chuck will solicit participation at upcoming Arizona Conference at the end of January. Will also talk to Mary Clark at this conf. regarding her involvement in the SORA Retirement Committee & Strategic Plan Committee.



3. At-large consideration: **Marcia Degen**, VA considered for Board membership; Marcia indicated that she has worked in the On-site wastewater field her entire career and has been with the Virginia Dept. of Health for over 10 years. She is excited to be considered for the “At-Large” board position. Motion-Amanda; 2nd-Chris to approve Marcia for this position; Motion carried. Welcome Marcia! This appointment is a 3-year term, running through Oct. 2022.
 4. Region 7 -Need a new board member. Ann indicated that Angela Unrein may be interested in this position. Angela is present on today’s call and will call in next month and state her decision regarding the Region 7 position at that time.
 5. President Elect –Need a new one; Matt nominated Chris Edwards as President-Elect. This will be an agenda item for next month’s meeting.
- ii. Committee start-up; Amanda to email Chuck a list of duties for the Communications Committee. Once this is established, membership for this committee will be solicited.
 - iii. Communications
 1. Letter to Fuji Clean; Motion to accept Fuji Clean as a COI – Amanda; 2nd-Chuck; Motion carried; Jeremy to send Fuji Clean an official welcome letter from the President.
 2. Letter to Geomatrix; Due to miscommunication, a letter was sent by Eric/Amanda to cancel the invoice for their portion of the SORA conf. costs.
 - iv. EPA Partners Call; Eric and Amanda provided a presentation on SORA; what it is and what it does. Signing of the MOU renewal is set for Oct. 2020 in Wash. D.C. The board needs to decide who will attend and sign as the SORA rep. (typically this is a member from a state closest to D.C.)

Septic Smart Week is Sept. 14 – 18- 2020

- b. Treasurer’s Report (Amanda); Current balance is roughly \$28,000. Invoices for the 2020 membership have been sent out; \$19,000 in memberships is still pending; nothing passed due at this time. Amanda is looking for a new bank for SORA to better access to banking services on a national basis.
- c. Secretary’s Report (Matt); N/A



4. Standing Committee Reports:

- a. Membership (Chris); Tennessee has indicated that they will submit for membership; Possibly 5 members. Chris is looking for contacts in Texas; most permitting is done through local county agencies. Chris is also looking for anyone that wants to join the membership committee.
- b. Conference Planning (Chuck); on hold; waiting for NOWRA; Conf. planning comm. will determine how to spend available funds at the 2020 conference; cost reduction opportunities for members.

5. COI Report (Dick); N/A. Need a new board liaison for COI's

6. Ad hoc Committee Reports:

- a. Website (Ann)
- b. Retirees (Ed); Ed has been removed as the Retirees rep. Mary Clark has indicated interest. TBD
- c. Policy (Chuck); No action

7. New Business:

- a. Strategic plan review; Travis to review S.P. and report to board on where we stand on the status of meeting our goals/objectives as defined in the plan. Need to contact Mary Clark to determine her interest of serving on this committee.

8. Old Business:

- a. SOP 5; Complete and posted on web page
- b. Waiver Application; Mike Mettler approved for fee waiver. Policy committee to modify SOP 5 to define the process for the waiver application; who receives it and where is it directed.

9. Action Item Review:

10. Adjourn

Future Meeting Dates for 2020 (First Tuesday of each month): January 7, 2020; February 4, 2020, March 3, 2020. All meetings will start at 2:30 P.M. EST.