



California
Water
Environment
Association
7677 Oakport Street, Suite 600
Oakland, CA 94621-1935



“Nominate your best and brightest to our CWEA State Board...by December 20th.”

Jody Allen,
Superintendent
South Placer MUD
CWEA President

Date: August 17, 2011

To: CWEA Local Section Presidents & VPs; CWEA Committee Chairs, Co-chairs, & Vice Chairs; CWEA Past Presidents; CWEA State Board of Directors

I am pleased to announce the opening of nominations for the following 2012 CWEA State Board of Directors positions:

1. Vice President from the South (will be President in year 3 of 4-year service);
2. Director at-large from the North (3-year term);
3. Director at-large from the South (serves as Treasurer in year 3 of 3-year term);
4. Water Environment Federation Delegate Director from the South (3-year term starting October, 2012; attendance at CWEA board meetings starts immediately after April 2012 election).

I am sure you know interested and qualified candidates who should be considered by the Executive Committee. Several documents are attached to help you nominate candidates. These include:

- A sample **nomination letter** for you to use to **nominate a candidate by December 20, 2011;**
- The **questionnaire for candidates to submit** with a picture in .jpg, .gif format **by December 20, 2011;**
- A copy of the August 2011 CWEA *E-Bulletin* article explaining the nomination process;
- A copy of the portion of the CWEA Constitution explaining the duties all board members are expected to perform; and contact information and a link for the CWEA Board Bylaws which detail each position's responsibilities and the board committee assignments.

Why serve on CWEA's Board? Current Board members answer.



Hugh Logan
Capital Improvement Mgr.
SBSA
CWEA Board Director

“The CWEA has been a big part of my career and professional development. I have thoroughly enjoyed the benefits over the years at both the local section, statewide, and national level. The conferences, seminars, fellowship, and training have been a lot of fun and a great resource for my career. I know these benefits are the result of hard work performed by others, so I appreciate the opportunity to return my service to the organization.”

“Through the CWEA functions, I learned how to prepare presentations and become an effective public speaker. I also received much insight from fellow professionals on leadership techniques. I benefited from the technical presentations related to Plant Operations, especially certification preparation courses. The invitation to participate at both the local and state levels made me feel welcome and encouraged me to continue in developing my career.”

“Networking with other professionals has proved valuable in the sharing of experiences that help my agency and my personal development. I owe much to the CWEA and, if elected to the WEF Delegate position, look forward to paying this debt forward.””

The nominator must be a CWEA Active, Association, or Professional Wastewater Operations member. All candidates must be members of the Water Environment Federation. CWEA Local Sections and Committees may also nominate candidates.

Nominations, including a brief biography of the candidate, the nominee's completed questionnaire and photo should be submitted by December 20, 2011 to my attention at:

Jody Allen, President
California Water Environment Association
7677 Oakport Street, Suite 600
Oakland, CA 94621
e-mail: vrawson@cwea.org

Please notify the candidate you are nominating so they have sufficient time to complete the attached questionnaire (including the biography/resume and picture). Occasionally, candidates include endorsements from other members, agencies, local sections, and committees. These are not required and, when received, are used by the Committee as additional information about the candidates' participation in CWEA.

Candidates will be selected by the Executive Committee based on their responses to the questionnaire, their resume, and, for VP nominees, a phone interview. The Executive Committee also considers the balance of representation on the full board.

Once again, thank you for your help.

Sincerely,



Jody Allen
CWEA President

Attachments



Connie Leonard
Project Manager
CDM
CWEA Board Director

"I have been a CWEA member for nearly 20 years. I know how much CWEA has helped me – through technical training, opportunities to learn leadership skills, and the friends I have made along the way. I would like to serve on the CWEA Board of Directors to give back to the organization, encourage up and coming leaders and see that CWEA maintains and improves its quality of service."



Christoph Dobson
Director of Operations
SASD
CWEA Vice President

"The clean water industry is facing growing pressure from a number of directions, from regulators and non-governmental organizations insisting on ever-higher levels of performance, to Boards and Councils demanding that rates be held down. I believe the only way out of this ever-tightening vice is through a combination of efficiency gains, innovation, and public education. This is precisely what the CWEA is all about; training, dissemination of technical information, and promotion of sound policy."

"No single clean water agency can bring success by itself. If there are "bad actors" in our industry, we will continue to be looked at as part of the problem by regulators and environmentalists. We must band together and build an industry image of environmental stewardship at a reasonable cost that is beyond reproach. The CWEA is a powerful vehicle for accomplishing this, and I would like to take a leadership role in making it happen."

SAMPLE NOMINATION LETTER

DUE December 20, 2011

Send by mail, fax, email

Jody Allen, President
California Water Environment Association
7677 Oakport Street, Suite 600
Oakland, CA 94621
FAX: 510.382.7810
E-mail: vrawson@cwea.org

Dear Jody:

I am a member in good standing with CWEA and I hereby nominate:

_____ who is a member in good standing with CWEA and WEF for the position of (check one):

- Vice President from the South (will be President in third year of four-year service);
- Director at-large from the North (three-year term);
- Director at-large from the South (Treasurer in third year of three-year term);
- Water Environment Federation Delegate Director from the South (three-year term, serving April 2012 to October 2015, voting privilege begins October 2012).

A brief bio of the nominee is attached. I have informed the nominee of this nomination and the requirement to complete the questionnaire and provide a photo by December 20, 2011.

Thank you for your consideration of this candidate.

Regards,

Name
CWEA Member/Leadership Position

NOMINEE FOR BOARD OF DIRECTORS QUESTIONNAIRE

*Nominee must complete and return along with a photo of yourself
by December 20, 2011*

{ Answers will published so CWEA Members can read them. }

Personal Interest

1. Why are you interested in being nominated for CWEA Board of Directors?

Commitment and Support (Please review the job descriptions in the Board Bylaws)

2. What do you feel are the most critical duties of this position, and how will you perform them?
3. Fulfilling the requirements of the position takes a significant amount of time. Discuss your personal time commitment to this position.
4. Do you have the support of your employer to fulfill the economic and time commitments of this position?
5. What do you expect of other board members and staff to ensure your experience on the board is satisfying?

Future of the Association

Please review CWEA's Strategic Plan & Strategy Map at

<http://www.cwea.org/pdf/leadership/StrategicPlan/StrategyPacket.pdf>

Check out our most current Strategy Map Metrics Dashboard at:

<http://www.cwea.org/pdf/leadership/StrategicPlan/dashboard.pdf>

6. If elected to this position, what would you do to assist CWEA's function and purpose?
7. What areas of the Association can be improved? What abilities do you bring to assist in these improvements?
8. What do you feel the Board has defined to be the future direction of CWEA? Do you have other suggestions for objectives that you would like to see considered?

Personal History/Involvement with CWEA

9. Please attach a resume of CWEA leadership positions and activities along with a digital photo.

Complete and return by December 20, 2011 to:

Jody Allen, CWEA President
c/o CWEA
7677 Oakport Street, Suite 600
Oakland, CA 94621
FAX: 510.382.7810
E-mail: vrawson@cwea.org

DUTIES of the Board of Directors (Section 11 of the Constitution)

11.6. Duties of the Board

- 11.6.1. Shall be the representative of the Association and shall manage its affairs and establish policies subject to the conditions and limitations prescribed in the Constitution.
- 11.6.2. Shall receive all Committee reports and take appropriate action on recommendations made in these reports where required.
- 11.6.3. Shall direct investments and care of the funds of the Association.
- 11.6.4. Shall make funds available for regular operation of the Association and for specific purpose. The Board, individually and collectively, shall not incur any unauthorized liability on behalf of the Association.

Job Descriptions for the Board of Directors

As part of service on the board, each director is a member of a board committee. Details of the assignment of board committee membership and the responsibility of each board position can be found in the Board Bylaws. A copy of the bylaws can be obtained by contacting Victoria Rawson at the CWEA office or online at:

http://www.cwea.org/members/mlr_leader_board_gd_bylaws.shtml.