

**Minutes
Seattle Water Supply System Operating Board
February 2, 2012
2:30 – 4:30 p.m.**

**Mercer Island Council Chambers
9611 SE 36th Street
Mercer Island, WA 98040**

<u>Board Members</u>	<u>Board Alternates</u>	<u>Wholesale Utility Representatives</u>	<u>SPU Attendees</u>	<u>Other Attendees</u>
Nancy Ahern	Ron Speer	Abdoul Gafour	Regina Carpenter	Tom Gould
Matt Everett	Steve Moye	Tom Hoffman	Sherry Crawford	Steve Deem
Ron Sheadel	Lynne Danielson	Mark Parsons	Terri Gregg	
Byron Murgatroyd	Judi Gladstone	Jerry Thornton		
Dave Hilmoe		Charlotte Haines		
Ron Little		Ken Howe		
		Mike Harris		
		Ron Ricker		
		Terry Olson		
		Terry Smith		
		Jim Rick		
		Dick Swaab		
		John Thompson		
		Diane Pottinger		
		Margaret Wiggins		
		Walt Canter		
		Gary Cline		
		Pam Martin		

1. Welcome and Introductions

2. Minutes/Agenda

January 5, 2012 minutes were approved with changes to include names in attendance missing from the minutes and the spelling change on one word.

The agenda for the February 2, 2012 meeting was approved as written.

3. New Business

- Operating Board Business (Attachment 2)
Terri Gregg gave a quick review of the Operating Board Categories, Board members and terms and then presented the nominations for the 2012 Chair. The large category nominated Nancy Ahern was nominated as Chair and Matt Everett

as Vice Chair. The Board voted and confirmed the Nancy Ahern and Matt Everett as Chair and Vice Chair for 2012 5-0. A review of the 2012 OB budget was conducted and approved 5-0. Final Board business was the review of the 2012 OB work plan.

- **Operating Board Structure**

Tom Gould, Vice President HDR Engineering Inc. facilitated the discussion on specific outstanding items leftover from the OB retreat and the January 5th meeting. The following are the results from the Board members:

- ✓ **A. Incorporate More Structure into the Operating Board – Seating arrangements:** Options 3 – Board members, Alternates and Utility Reps at the table – Option 3 was moved by an OB member and the Board approved 5-0.
 - ✓ **B. Communication/Caucus – How best to foster communication within each group? Board members represent the interests of their group and the system as a whole.** Option 3 – Leave it up to each Board Member to individually decide how their group communicates with each other. Option 3 was moved by an OB member and the Board approved 5-0. Board member moved to change the time of the OB meeting from 2:30 to 4:30 to 2:00 PM – 4:00 PM with the room available at 1:30 for caucusing if desired. Board member moved and Board approved the time change 5-0.
 - ✓ **C. Structure for Discussion – How to structure discussion** – Option 2 – On all topics, Board discusses, asks for Utility Representative input/questions, and then other attendee (public) input/questions. Option 2 was moved by an OB member and the Board approved 5-0 with flexibility for Chair to move the process around when appropriate.
 - ✓ **D. Governance Approach – Operating Board agrees to function in principle on the following:** The Board should generally (changed from primarily) focus on “ends” and not necessarily on “means” and the Board agrees to operate in principle using the “Basic Principles of Policy Governance” to include “every voice is heard”. OB member moved and the Board approved this language 5-0.
- **2012 Water Line of Business Work Plan**
Dave Hilmoe, SPU gave an update on the highlights of the 2012 Water Line of Business Work Plan.

Executive Summaries and Other Business

- **2012 Wholesale Annual Survey – reminder Annual Survey due at the end of February 2012.**

Material presented:

- Operating Board Categories & Terms
- Operating Board Budget
- Operating Board Work Plan
- Follow up to Operating Board workshop power point presentation

4. Future Meetings

- March 1, 2012
- April 5, 2012

5. For the Good of the Order

- Good to go passes for I-520. Question was asked how Seattle is paying for its staff to cross 520. Seattle has good to go passes for its staff that need to cross 520 for work.
- Honorable mention – this is the 10th anniversary of the conception of the Operating Board. Celebration to occurred at this OB meeting.

6. Public Comment Period

No comments provided.

7. Meeting Adjourned @ 4:35 PM

Approved by:

**Chair, Nancy Ahern
Seattle Water Supply System Operating Board**

Date