

GOVERNING BOARD REPORT

October 21, 2018

Update: Ad Hoc Committee on Section Technology

Agenda Category: INFO

Strategic Goal Element: Member Engagement and Development, Organizational Stewardship, Program Development

Presented By: David Hokanson, Chair, Ad Hoc Committee on Section Technology

EXECUTIVE SUMMARY:

An Ad Hoc Committee on Section Technology was formed by Section Chair Uzi Daniel at the July 12, 2018 Board Meeting with a goal to evaluate and make recommendations related important technology initiatives that will benefit member engagement. A work plan, subject to modification, for the committee is provided at a high level (as shown on the draft schedule), along with a roster of committee members and a draft schedule. The committee had its first telecon on October 10, 2018 and is scheduled to meet at AFC18 on Monday, October 22.

Background:

A Section Technology initiative was developed as an outcome of the retreat with the Executive Committee in February 2018. Sue Mosburg was charged to lead the special project and she had a meeting with Section staff on June 25, 2018. At the time, several pinch points were developed including website content, committee communication, productivity, abstract and event management, membership records, and hardware inventory. The Section staff also provided an inventory of technology currently in use by the Section. An Ad Hoc Committee on Section Technology was formed by Section Chair Uzi Daniel at the July 12, 2018 Board Meeting, at which she named David Hokanson chair of the committee. Regular committee meetings by telecon or at Fall and Spring conferences will be held by the Ad Hoc committee (see schedule).

The Work Plan will include at the start four areas. These four areas are (1) website, (2) “functionality” evaluation, (3) new technology, and (4) long-term solutions. Each of the first three areas will include both short-term and long-term solutions. The draft schedule shows a high-level plan for approaching the work in each area.

The website will be the first priority area as it has a high level of urgency for the Section. The functionality evaluation will involve a discussion with Section staff, volunteers and consultants to determine how the various hardware and software technologies and the servers are being used by the Section and development of immediate solutions as necessary. The third area will involve exploration of the implementation of new technology related to the website, day-to-

Fiscal Impact: ☒ None (or very minimal) ☐ Yes: \$_____ (Expected Amount)

RECOMMENDED MOTION (or **OPTIONS**): None.

Attachments: Roster
Draft Schedule

Attachment: Roster (Ad Hoc Committee on Section Technology)

David Hokanson, Chair (Trussell Technologies, Inc.)

Christine Boyle (Valor Water Analytics, Inc.)

Steven Garner (CA-NV Section, AWWA)

Sue Mosburg (Sweetwater Authority)

Katie Porter (Brown and Caldwell)

Conrad Tona (City of Redding)

John Tucker (CA-NV Section, AWWA)

Haritha Vendra (DSCE, Inc.)

Jim Wollbrinck (San Jose Water)

Attachment: Schedule (Ad Hoc Committee on Section Technology)

SCHEDULE - DRAFT - HIGH LEVEL WORK PLAN

CA-NV Section AWWA, Ad Hoc Committee on Section Technology

ITEM IN HIGH LEVEL WORK PLAN	Q4, 2018			Q1, 2019			Q2, 2019			Q3, 2019		
	10/18	11/18	12/18	1/19	2/19	3/19	4/19	5/19	6/19	7/19	8/19	9/19
WEBSITE												
Technology Evaluation (Building Website)												
Develop Website Design Strategy												
Develop Graphic Design Strategy												
Identify and implement short-term solutions												
FUNCTIONALITY EVALUATION												
Talk to Consultant about Technology Usage												
Talk to Staff about their Current Use of Technology												
Talk to Volunteers about Technology Needs												
Summarize technologies in use and how used												
Identify and implement short-term solutions												
NEW TECHNOLOGY												
Talk to Staff about their Wish List												
Talk to Volunteers about their Wish List												
Talk to Existing/New Consultants about Possibilities												
Identify and implement short-term solutions												
LONG-TERM SOLUTIONS												
Provide Website Updates Needed by Section												
Provide Technology Functionality Section Needs												
Provide New Technology as needed for Section												
MEETINGS AND TELECONS												
No. of Meetings at Conferences	1					1						
No. of Telecons (tentative)	0-1	1-2	1-2	1-2	1-2	0-1	1-2	1-2	1-2	1-2	1-2	1-2