



Northeast Ohio Report Card Committee

MEETING MINUTES

Wednesday, August 31, 2016

4:30 – 5:30 pm

Northeast Ohio Regional Sewer District

Please note that the following items below follow the Agenda Item numbers.

1. Roll Call: Committee Members Present – Gina Beim, Craig Hebebrand, Ed Adamczyk (Phone), Joe Pavlick, Brian Meluch, Loretta Snider
 - a. Add Michael Shore – Dams
 - b. Rui Lui from Kent State interested in Committee
2. Review of Minutes
 - a. No Comments on minutes of 8-1-16
 - b. Action Item: Agendas and Minutes will be posted in Higher Logic (BM)
 - c. Action Item: Develop directory with contact info (GB)
3. Gina provided summary about timeline discussions.
 - a. National ASCE wants to review before release and is currently backlogged with their report card due early 2017 and several State Report Cards.
 - b. Look to collect data before end of 2016.
 - c. Goal to produce by late 2017.
4. The guidelines will remain the same for 2013. Biggest difference is the addition of examples for life cycle costs and sustainability.
 - a. Action Item: Resend link for guidelines (GB)
5. Water and Environment Report - Joe found several volunteers to assist. They include Kelly Martin, Veronica Newsome, and Alison McMillen. Looking to host a coordination meeting with the group.
6. Transportation Report - Ed, Craig, and Randy will meet with Myron Pakush as the main ODOT contact (District 12). Will need to reach out to District 3 in near future. Discussed other transportation organizations which led to discussion about multiple groups asking the same resource.
 - a. Action Item: Start contact list of resources (BM)
7. Public Facilities Report - To follow up with Item 6 (a), NOACA should have list of City Engineers and NEORSD has member community contact info as well. Should be a good start to develop contact list. Gina then discussed info for schools and their State School Facilities

Commission that did a similar report card. Will look to see if it has been updated or anticipated update.

8. Energy Report – Erik not present and may not be able to continue as Energy lead. Committee to find potential new lead.
9. Craig proposed that the group leads should first develop an action plan for the following:
 - i. Why have a Report Card?
 - ii. Review of available data sources
 - iii. Develop storyboard (this was not discussed with entire group)
 - iv. Develop the correct tone before we go out
 - v. Train our Group / Subgroup leaders before meetings with infrastructure owners and other agencies
10. Summary of Action Items:
 - a. Send Doodle Poll for next meeting (GB).
 - b. Send last Ohio Report Card (GB); Upload to Higher Logic (BM)
 - c. Look into Infrastructure Panel to discuss Report Card undertaking with members, perhaps as a dinner meeting.
 - d. Discuss with Ohio Council (GB and EA).
 - e. Fill Energy Lead and Secretary (All).
 - f. Action Item: Agendas and Minutes will be posted in Higher Logic (BM)
 - g. Action Item: Develop directory with contact info (GB)
 - h. Action Item: Resend link for guidelines (GB)
 - i. Action Item: Start contact list of resources (BM)

11. Next Meeting – See Item 9 above.

As a result of Item 9 discussion, an effort will be made to have substantial attendance at the next meeting, and no meetings with infrastructure owners and other agencies to take place prior to next meeting of this committee.