



ERIE COUNTY WATER AUTHORITY
INTEROFFICE MEMORANDUM

February 5, 2024

TO: Terrance McCracken, Secretary to the Authority

FROM: Sabrina A. Figler, Director of Water Quality

SUBJECT: Request for Jo A. Fronczak, Environmental Microbiology Technician to attend the NYSAWWA Annual Water Event in Saratoga Springs, NY

The NYAWWA Annual Water Event is scheduled for April 8 - 11, 2024. The Annual Water Event brings together utilities, vendors, the state DOH, and academia from across the state to share information, experience and research. This year's technical conference offers sessions in forever chemicals, DBP's, impacts of HAB's, climate change, and treatment options for PFAS/PFOA. Also, at this conference the NYSAWWA WUC holds it's annual spring meeting. Since I may be in Washington, DC for the AWWA Fly-In on Captiol Hill, Jo will take my place as secretary at the meeting.

Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink that reads "Sabrina A. Figler".

Sabrina A. Figler

BUDGET INFORMATION: BUDGET YEAR 2024

Water Quality Unit 1030

GL #: 401000 640212

Remaining Balance: \$10,000.00

cc:Jenniber Hibit, Director of Human Resources
Charles Eaton, Chief Operating Officer



ERIE COUNTY WATER AUTHORITY
INTEROFFICE MEMORANDUM

February 8, 2024

To: Terrence D. McCracken, Secretary to the Authority

From: Leonard F. Kowalski, Executive Engineer
Michael W. Wymer, Senior Production Engineer
David M. Patton, Senior Production Engineer\
Michael Quinn, Senior Distribution Engineer
Mark Jarmuz, Distribution Engineer

Subject: Request to Attend 2024 NYSAWWA Annual Conference – Saratoga Springs, NY

The NYSAWWA Annual Conference (Water Event) is scheduled for April 9-11, 2024, in Saratoga Springs, NY. The program offers three management “tracks” with fifteen technical sessions. Topics cover in every sector of the water profession and are directly applicable to current Authority projects including treatment process capital construction/expansion, water quality, alternate oxidants, distribution system modeling, and corrosion control (Lead and Copper Rule Improvements).

This conference also provides briefings on upcoming regulations, funding opportunities, and management issues. The exhibition hall also provides the ability to meet with vendors directly to discuss new water utility products and services.

We are requesting travel to attend this conference. Funds are available as noted below.

Budget Information

Unit 2501 – 2024 O&M Budget Item 12 – Travel (Kowalski)

Unit 1020 – 2024 O&M Budget Item 12 – Travel (Wymer, Patton)

Unit 2502 – 2024 O&M Budget Item 12 – Travel (Quinn, Jarmuz)

MWW:mww

Attachment
cc: C. Eaton

ERIE COUNTY WATER AUTHORITY
AUTHORIZATION FORM
For Approval/Execution of Documents
(check which apply)

Contract: _____ **Project No.:** _____
Project Description: Travel/Training 2024 NYSAWWA Conference in Saratoga Springs, NY 4/9 - 4/11/2024: Leonard Kowalski, Exec Engineer, Michael Wymer, Sr. Prod Eng., David Patton, Sr. Prod Eng, Michael Quinn, Sr Dist Eng., Mark Jarmuz, Dist Eng., Jo Fronczak, Lab Tech (Environ. Microbio)

Item Description:

<input type="checkbox"/> Agreement	<input type="checkbox"/> Professional Service Contract	<input type="checkbox"/> Amendment	<input type="checkbox"/> Change Order
<input type="checkbox"/> BCD	<input type="checkbox"/> NYSDOT Agreement	<input type="checkbox"/> Contract Documents	<input type="checkbox"/> Addendum
<input type="checkbox"/> Recommendation for Award of Contract	<input type="checkbox"/> Recommendation to Reject Bids		
<input type="checkbox"/> Request for Proposals			
<input checked="" type="checkbox"/> Other <u>Travel Request Form</u>			

Action Requested:

<input type="checkbox"/> Board Authorization to Execute	<input type="checkbox"/> Legal Approval
<input type="checkbox"/> Board Authorization to Award	<input type="checkbox"/> Execution by the Chairman
<input type="checkbox"/> Board Authorization to Advertise for Bids	<input type="checkbox"/> Execution by the Secretary to the Authority
<input type="checkbox"/> Board Authorization to Solicit Request for Proposals	
<input checked="" type="checkbox"/> Other <u>Board Approval</u>	

Approvals Needed:

APPROVED AS TO CONTENT:

<input type="checkbox"/> Other (if Applicable)	_____	Date: _____
<input checked="" type="checkbox"/> Chief Operating Officer		Date: <u>02/09/2024</u>
<input checked="" type="checkbox"/> Executive Engineer		Date: <u>2/9/2024</u>
<input type="checkbox"/> Director of Administration	_____	Date: _____
<input type="checkbox"/> Risk Manager	_____	Date: _____
<input type="checkbox"/> Chief Financial Officer	_____	Date: _____
<input type="checkbox"/> Legal	_____	Date: _____

APPROVED FOR BOARD RESOLUTION:

<input checked="" type="checkbox"/> Secretary to the Authority		Date: <u>02/09/2024</u>
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Remarks: _____

Resolution Date: _____ **Item No:** _____

TRAVEL REQUEST

Date: 1/25/2024

Table with 3 columns: Employee Name, Job Title, Department. Rows include Michael Wymer and David Patton, both Sr. Production Engineers in the 100- Production department.

Destination: NYSAWWA Spring Symposium - Saratoga Springs, NY

Is this training needed to meet professional licensing requirements? yes

Description of training or business, and reasons and benefits of attendance: Attendance at the NYSAWWA Conference will provide technical and management training opportunities related to ECWA's water treatment process, corrosion control, alternate disinfection processes, pumping, storage and distribution. It is also an opportunity to hear about new/upcoming regulations and view/discuss products with vendors.

Dates of Travel

From: 4/9/2024 To: 4/11/2024 Total number of business days: 3

Estimated Cost

Transportation \$ 25 tolls Hotel Accommodations \$ 400 ea Meals \$ 200 ea

TOTAL ESTIMATED COST \$ 1,225 (2 people) W/ REGISTRATION FEE \$ 2,025 (2 people)

Balance in the training budget prior to this trip \$ 6,000

Unit Number 1020 Primary Number 40100 G/L Number 620312

Comments (i.e. spouse traveling, preferences):

Approvals

Department Head: Leonard F. Kovalick Date: 2/8/2024
Chief Operating Officer: [Signature] Date: 02/08/2024
Secretary: [Signature] Date: 2/9/24

TRAVEL REQUEST

Date: 1/25/2024

Employee Name	Job Title	Department
Leonard Kowalski	Executive Engineer	200- Engineering
Michael Quinn	Sr. Distribution Engineer	200-Engineering

Destination: NYSAWWA Spring Symposium - Saratoga Springs, NY

Is this training needed to meet professional licensing requirements? yes

Description of training or business, and reasons and benefits of attendance: Attendance at the NYSAWWA Conference will provide technical and management training opportunities related to ECWA's water treatment process, corrosion control, alternate disinfection processes, pumping, storage and distribution. It is also an opportunity to hear about new/upcoming regulations and view/discuss products with vendors.

Dates of Travel

From: 4/9/2024 To: 4/11/2024 Total number of business days: 3

Estimated Cost

Transportation \$ 50 tolls Hotel Accommodations \$ 400 pp Meals \$ 150 pp

TOTAL ESTIMATED COST \$ 1150 W/ REGISTRATION FEE \$ 1950

Balance in the training budget prior to this trip \$ 2,500

Unit Number 2501 Primary Number 40100 G/L Number 662212

Comments (i.e. spouse traveling, preferences): _____

Approvals

Department Head *Leonard F. Kowalski* Date 2/8/2024

Chief Operating Officer *[Signature]* Date 02/08/2024

Secretary *[Signature]* Date 2/9/24

TRAVEL REQUEST

Date: 2/7/2024

Employee Name	Job Title	Department
Mark Jarmuz	Distribution Engineer	200 - Engineering

Destination: NYSAWWA Spring Symposium - Saratoga Springs, NY

Is this training needed to meet professional licensing requirements? No

Description of training or business, and reasons and benefits of attendance:

Attendance will provide technical and management training related to ECWA's water supply, distribution and treatment. This will also provide an update on current and future issues within the water industry.

Dates of Travel

From: 4/9/2024 To: 4/11/2024 Total number of business days: 3

Estimated Cost

Transportation \$ 25 (tolls) Hotel Accommodations \$ 400 Meals \$ 150

TOTAL ESTIMATED COST \$ 575 W/ REGISTRATION FEE \$ 975

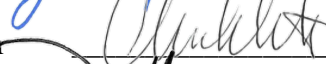
Balance in the training budget prior to this trip \$ 2,500

Unit Number 2502 Primary Number 40100 G/L Number 662012

Comments (i.e. spouse traveling, preferences): _____

Approvals

Department Head  Date 2/8/2024

Chief Operating Officer  Date 02/08/2024

Secretary  Date 2/9/24

TRAVEL REQUEST

Date: 2/5/2024

Employee Name	Job Title	Department
Jo A Fronczak	Environmental Microbiology Tech	Water Quality

Destination: NYSAWWA ANNUAL WATER EVENT SARATOGA SPRINGS, NY

Is this training needed to meet professional licensing requirements? NO

Description of training or business, and reasons and benefits of attendance: _____

NYS utilities, vendors, doh, come together to discuss topics impacting the water industry in NYS. Sessions include topics such as PFAS, DBP'S, HAB'S, etc. Jo will also be attending the WUC in Sabrina' place.

Dates of Travel

From: April 8, 2024 To: April 11, 2024 Total number of business days: 4

Estimated Cost

Transportation \$ 0 - ecwa vehicle Hotel Accommodations \$ 539 Meals \$ 300


TOTAL ESTIMATED COST \$ 1239 W/ REGISTRATION FEE \$ 400


Balance in the training budget prior to this trip \$ 10000

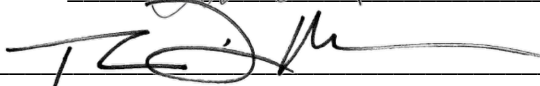
Unit Number 1030 Primary Number 401000 G/L Number 640212

Comments (i.e. spouse traveling, preferences): _____

Approvals

Department Head  Date 2/5/2024

Chief Operating Officer  Date 02/06/2024

Secretary  Date 2/6/2024

2024 NEW YORK'S WATER EVENT CONFERENCE AT A GLANCE

WW HOURS COMING SOON

Tuesday, April 9, 2024 | Registration Open - 9:00 am | Committee Meetings - 9:00 am – 12:00 pm | Welcome Reception – 12:00 – 12:45 pm

12:45 – 1:30 pm	Annual Business Meeting & Special Awards Celebration						
1:30 - 2:30 pm	Session 1: Opening General Session Keynote Address in the Saratoga Ballroom (1.0 W 0.0 WW 1.0 PE)						
	Session 2: Water Quality & Treatment		Session 3: Utility Risk & Resiliency		Session 4: Administration		
2:45 - 3:15 pm	2 2.0 W 0.0 WW 2.0 PE	Breaking down Forever Chemicals	3 2.0 W 0.0 WW 2.0 PE	From Planning to Inspection to Emergency Repair of a Large Diameter Pipeline		4 2.0 W 0.0 WW 1.5 PE	improving Office Dynamics through Emotional Intelligence
3:15 - 3:45 pm		Three Years In: Lessons Learned from NYS Emerging Contaminant Regulations		Climate Change & Lake Recovery: Prepare now for the Future			Integrating Community Benefits in Designs, Workforce Development, and Capacity Building
4:00 - 4:30 pm		Pilot Testing New Surface WTP to Reduce DBP's & Brown Water		Under Pressure: An Investigation into the Failure of Pressure Filters			Hidden Figures: Case Study of Effective Leadership & Workforce Inclusion
4:30 - 5:00 pm		Treatment for PFAS: Incorporating Dual Adsorbents?		Asset Management: Replacement Cycle for 650 Miles of Water Mains			Developing an Asset Management Plan for your Water Utility Organization
5:00 - 6:30 pm	Exhibit Hall Grand Opening Reception						

Wednesday, April 10, 2024 | Registration Open - 6:00 am | Exhibit Hall - 9:30 am – 6:30 pm (1.0 W)

7:30 - 9:15 am	Session 5: NYSDOH/NYSDEC/EPA Panel in the Saratoga Ballroom (1.5 W 0.0 WW 0.0 PE)							
	Session 6: Dam Safety		Session 7: Operators		Session 8: Emerging Technologies			
9:30 - 10:00 am	6A 1.0 W 0.0 WW 1.0 PE	Construction Challenges at Cooper Lake Dam	7A 1.0 W 0.0 WW 1.0 PE	H2O Talent Flow: Workforce challenges facing the water industry	Tour 2.0 W 0.0 WW 2.0 PE	Tour of Glen Falls (max of 40)	8A 1.0 W 0.0 WW 1.0 PE	Small-Scale GAC Treatment for PFAS Removal from Groundwater
10:00 - 10:30 am		Funding Opportunities for the Rehabilitation of Cooper Lake Dam						Under Pressure: Efficiently Executing your PFAS Pilot Program
10:30 - 11:00 am	Break in the Exhibit Hall Hydrant Hysteria Trials							
11:00 - 11:30 am	6B 1.0 W 0.0 WW 1.0 PE	Dam Safety 2024: Update to Guidance/Design Standards	7B 1.0 W 0.0 WW 0.5 PE	Tops Ops	Tour (see above)	Tour of Glen Falls (max of 40)	8B 1.0 W 0.0 WW 1.0 PE	When Synthetic Chemicals Strike
11:30 am – 12:00 pm		Unneeded Dams: Remove or Not?						Conducting a Comprehensive Corrosion Control Study
12:00 - 1:30 pm	Lunch in the Exhibit Hall Hydrant Hysteria Trials							
	Session 9: PR & Communication		Session 10: Operations		Session 11: Distribution & Storage			
1:30 - 2:00 pm	9A 1.0 W 0.0 WW 1.0 PE	Buffalo Water Community Engagement and Equity	10A 1.0 W 0.0 WW 1.0 PE	Options: Multi-Treatment Train AOP and GAC Plant Design		11A 0.5 W 0.0 WW 1.0 PE	11A 0.5 W 0.0 WW 1.0 PE	To Spray, Line, or Replace? That is the Question
2:00 - 2:30 pm		Reframing the Conversation around Emerging Contaminants		Protecting Open Air Water Treatment Basins				An Equitable, Incentivized LSL Replacement Program
2:30 - 3:00 pm	Break in the Exhibit Hall Hydrant Hysteria Trials							
3:00 - 3:30 pm	9B 1.0 W 0.0 WW 0.5 PE	Enhance the Customer Experience via Online Tools	10B 1.0 W 0.0 WW 1.0 PE	DBP Treatment Technique Changes: Glens Falls WTP		11B 0.5 W 0.0 WW 1.0 PE	11B 0.5 W 0.0 WW 1.0 PE	Enhancing Water Storage and Distribution Infrastructure for Municipal Resilience
3:30 - 4:00 pm		Co-Creating Social Impact and Maximizing Community Benefits		Rehabilitation or Pressure Water Filters				Higher Ground Pressure Zone Design without Downstream Storage
4:00 - 6:00 pm	Contests: Best Tasting Water, Meter Challenge, Hydrant Hysteria - Finals Reception in Exhibit Hall							

Thursday, April 11, 2024 | Registration Open – 8:00 am | Exhibit Hall - 8:00 am – 12:00 pm

8:00 – 9:30 am	Breakfast in the Exhibit Hall					
	Session 12: Water Source / Supply			YP SUMMIT		
9:30 - 10:00 am	12A 1.0 W 0.0 WW 1.0 PE	Maintaining Raw Water Flow during Intake Pump & Screen Improvements	YP Summit 2.0 W 0.0 WW 2.0 PE	YP SUMMIT		
10:00 - 10:30 am		Impact of Dams on Harmful Algal Blooms & Lake Life Cycle Progression				
10:30 - 11:00 am	Break in the Exhibit Hall					
11:00 - 11:30 am	12B 1.0 W 0.0 WW 1.0 PE	Geospatial Risk Assessment of Source Waters to Iodine Discharges	YP Summit (see above)	YP SUMMIT		
11:30 am – 12:00 pm		Should you Invest in your Current Infrastructure?				