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November 2020



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Ask the Experts



Steve Barr
Program Engineer
AWWA



Natalie Celmo, PE
Engineers Without Borders - USA
AWWA

Enter your **question** into the **question pane** on the right-hand side of the screen.

Please specify to whom you are addressing the question.

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Agenda

1. Program and Staff Introductions
2. Project Highlights
3. Project Manual - Overview & Updates
4. Open Discussion and Q&A

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CECorps Program

An alliance of more than 200,000 technical professionals and student volunteers



Mission

Bring underserved communities and volunteer engineers together to advance local infrastructure solutions

New Strategic Plan for 2021 Coming Soon

After 5 years, CECorps Staff are focusing on re-aligning our strategic plan to be released in Jan 2021. New *Values* statements and Programmatic Goals currently in design.

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CECorps Staff



Clare Haas Claveau
Chief Consulting Programs Officer
(EWB)



Stephen Barr
Program Engineer (AWWA)



Natalie Celmo
Program Engineer (EWB)



Melissa Prelewicz
Program Engineer (ASCE)

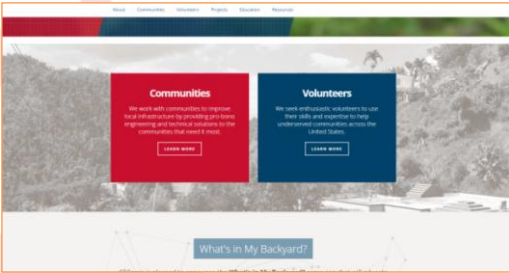


Ellie Carley
Program Coordinator (EWB)

What can I do?

- **Communities** – encourage to apply for assistance through the web; CECorps staff facilitates the stakeholder engagement, scoping, and development of a manageable project
- **Volunteers** – Find an open project opportunity; apply to find out more about a project.
- **Sections and Chapters and Association Staff** – Marketing, Outreach, Advertising Open Projects, Encourage Folks to Participate! Join in the quarterly CECorps Roundtable (volunteer opportunity page).
- **Water Equation** – Fundraising with AWWA volunteers and other donors

<https://www.communityengineeringcorps.org/>





Some AWWA Participating Projects

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| State | Project | Start Year | Scope/Status |
|----------------|-------------------------|------------|--|
| Illinois | Hopkins Park Sanitation | 2019 | EWB Chapter at University of Illinois at Urbana-Champaign with AWWA Professionals developing a PER for engineering modifications to a lagoon waste treatment system. Finalizing designs now. |
| North Carolina | Love Valley Sanitation | 2020 | AWWA NC and some EWB seeking to design alternatives for an aging septic system for the town of 100 people. Currently examining land application alternatives and collection system designs. |
| New Hampshire | Base Hill Water | 2020 | AWWA New England and EWB TN Pros are re-designing the distribution system for a 70-unit mobile home park in NH and are currently in development of their Work Plan. Conducted a remote “walk around” with VR headset in initial site assessment. |
| Pennsylvania | St. Clairsville Water | 2020 | Students with Penn University (Water Center) and AWWA Pros are assessing a system for ~400 people using a historic surface water source, and addressing compliance violations and assessing alternatives new water sources. |
| Colorado | La Jara Water | 2019 | Rocky Mountain Professionals are working to assess and provide design recommendations on a newly-installed water distribution system experiencing pressure problems. Currently assessing design recommendations. |

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| State | Project | Start Year | Scope/Status |
|------------|---------------------|------------|---|
| California | Anza Water | 2019 | EWB, ASCE, and AWWA Professionals have an approved Work Plan and are moving forward to assess costs associated with a water supply pipeline expansion from a new tribal utility to non-tribal members of the community (approximately 300-400 individuals). |
| Tennessee | Hidden Valley Water | 2019 | EWB Team with AWWA Pros are providing design alternatives for an informal camp community of 300 individuals in trailers to abandon aging individual wells and move towards a centralized drinking water system. |
| Texas | Mullin Water | 2020 | TX AWWA Pros and YPs are assessing drinking water alternatives and potential treatment system designs for the K-12 school in the Town of Mullin (100 residents, maybe about 100 students in the school). |
| Ohio | Cherry Ridge Water | 2018 | EWB Students and AWWA Pros; assessing consolidation options for a noncompliant water system. Now working with regulators to dissolve the water system serving 30 homes and provide financing alternatives for private well development. |
| Montana | Stevensville Water | 2017 | AWWA Pros have created an asset database for the town's current distribution system, have selected an asset management software solution, and will finalize this project by creating a live software solution. |
| Indiana | Troy Township Water | 2019 | AWWA Pros with some EWB assistance are evaluating the consolidation of a small township (500 people). |

Recruiting for a NH Project too!

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Recent Project Success

- Nathan Hale Urban Garden - Members of the Seattle Professional Chapter of EWB designed a rainwater collection system for a greenhouse at the Jane Addams Middle School in Seattle's Meadowbrook neighborhood. The greenhouse has been used for the last ten years by the Nathan Hale High School Horticulture and Urban Farm group, led by faculty members from the high school and volunteers within the community who enjoy gardening. The need arose due to a high water demand for irrigation purposes at the greenhouse and the feasibility of collecting and storing rainwater from the roof.
- Arizona's Taylor Rodeo Grounds Stormwater - CECorps performed an analysis of the existing drainage conditions of the arena to determine the issues that were likely causing excessive flooding. The team used a two-dimensional rainfall model to observe and evaluate a range of storm impacts to the arena, identifying the source of offsite flows. Ultimately, the team designed a drainage system that could be easily maintained to ensure proper drainage without investing in additional maintenance tools and equipment.



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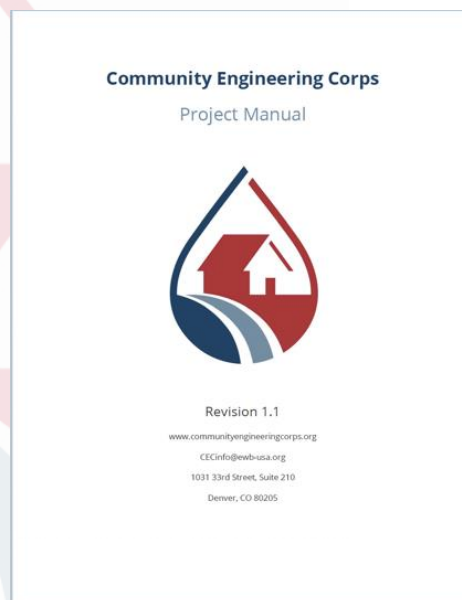


Project Manual Overview – Natalie Celmo

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Why a Project Manual?

- Centralized place for all CECorps resources, policies, procedures and guidelines
- Step-by-step project process
- Holds answers to common questions
- Having a comprehensive guide leads to successful execution and completion of projects



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What's in the Project Manual?

- Project Phase Prerequisites
- Internal links to all Appendices
- External links to Volunteer Village tutorials
- Volunteer Village and Admin Requirements
- Graphic with project process overview
- Tips for success!



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Where can you find the Project Manual?

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Policies & Guidelines

- ❖ Branding and Marking Guidelines
- ❖ Construction Policy
- ❖ Health & Safety Guidelines **NEW!**
- ❖ Insurance Summary & FAQ **NEW!**
- ❖ Project Funding & Fundraising Guidelines **NEW!**
- ❖ Project Travel Guidelines **NEW!**
- ❖ Tracking Volunteer Hours
- ❖ Review Committees
- ❖ Volunteer Waiver **AUTOMATED!**
- ❖ Planning, Monitoring, Evaluation & Learning (PMEL)



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Project Development Guidelines

- It's an iterative and non-linear process
- Projects "develop" in different ways at different paces. Some work out, some don't. Relationship building is a long process; don't be in a rush.
- The important part is identifying a client that serves a community in need of engineering services. Know what your "pitch" is:
We are a volunteer network of 3 associations that provides engineering consulting services to communities and organizations without the financial ability to pay for that service.
- Let a potential client tell you what they need, rather than you telling them what you want to work on.
- Involve a CECorps staff member sooner rather than later for tips on developing project activities.

NEW!

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Health & Safety Guidelines

- Outlines responsibilities, potential hazards, and suggested steps in emergency reporting and notification.
- Meant as a general guide, but is not site specific. Guides the team in considering H&S in the Work Plan.
- No insurance coverage, but we need to know if our volunteers are at risk from project activities.

ATTACHMENT A: Incident Response Process

For all emergencies in the US Dial 911

1

Incident Occurs
Responsible Party: Project Lead / Project Team Member
Response: Stop work, seek immediate safety or medical attention, if qualified, apply First Aid principles. Ensure that all other volunteers and the public are free of potential for future injury. If the subject of the incident requires, determine the extent of the injury or illness and seek extended medical attention through a hospital or emergency medical services. DO NOT PROCEED FURTHER UNTIL ALL PARTIES HAVE RECEIVED REQUIRED MEDICAL ATTENTION AND THERE IS NOT A CONTINUED THREAT TO HEALTH AND SAFETY.

2

Further Information
Responsible Party: Project Lead / Project Team Member
Response: Prior to notification, collect information regarding the incident. This should be done immediately following the point by which there is no longer a situation which is immediately dangerous to life and health. Speak to witnesses to the incident, gather names and contact information, and provide a written description from the perspective of witnesses detailing the timing and sequencing of events leading up to and including the incident and the response measures taken.

3

Notification
Responsible Party: Project Lead / Project Team Member
Response: Contact the CECorps Program Regional Engineer for your Project. The Program Engineer will record the incident and present it to the CECorps Program Director. Be prepared to provide the Program Engineer enough detail of the incident and the contact information for all parties involved. Provide this information in a written account via email or web form.

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Reporting and Analysis
Responsible Party: Program Director
Response: CECorps staff will work with the Program Director to analyze the incident and determine if the CECorps insurance provider or legal counsel will be notified for further action. The Program Leadership Committee will be notified of the incident and the individual organizations that make up CECorps may determine individual response according to their own policies and procedures.

5

Feedback and Procedural Changes
Responsible Party: Program Engineer
Response: The Program Engineer will contact the Project Lead and any volunteers involved in the incident to follow up with further questions or gathering of information. In addition, the Program Engineer will work the CECorps program staff to alter any Work Plans or Health and Safety Policies to guard against future incidents. If a non-volunteer is involved in an incident, CECorps staff will serve as the primary point of contact for these individuals and volunteers should not continue conversations related to the incident.

Communityengineeringcorps.org
CEInfo@web-va.org

NEW!

Insurance & ESA FAQs

- What does CECorps' Professional Liability Insurance (PLI) cover?
- Does the PLI coverage apply to the REIC, or the entire project team?
- Does CECorps provide General Liability Insurance (GLI) to its volunteers?
- What does GLI cover?
- Does CECorps provide coverage to volunteers during the construction or implementation of a CECorps Project?
- Why is the REIC the only CECorps volunteer to sign the ESA?
- ...& More!

NEW!





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Funding & Fundraising Guidelines

- CECorps strives to fund project teams
- Examples of project costs
- Non-Travel expense request examples and procedures
- Travel expense reimbursement examples and procedures
- How to process reimbursements through Volunteer Village
- Guidelines for project fundraising

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Travel Guidelines

- All Volunteers must be registered in Volunteer Village
- Have completed their Emergency Contact Information under their profile
- Signed their CECorps Volunteer Waiver
- Have read and acknowledged the CECorps Health & Safety Guidelines
- Are listed under the Project Contacts
- Step by step instructions on how to submit a trip report in Volunteer Village

NEW!

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Q
&
A

Questions? Concerns? Comments?



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December 8–10, 2020
#AWWAvirtualsummit
awwa.org/dec-summit

An Interactive, Online Event for Solving Your
Water Quality and Infrastructure Challenges.

virtual summit
AWWA
WATER QUALITY & INFRASTRUCTURE

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Thanks for joining!

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Presenter Biography Information

Steve Barr joined AWWA in September of 2018 with 10 years of experience in environmental engineering and international development consulting. As AWWA's representative to and program manager for CECorps, Steve works with AWWA Sections and members to provide volunteer opportunities for short-term engineering and technical services to underserved communities across the US. Steve holds a bachelor's degree in Environmental Engineering from Cal Poly San Luis Obispo, and a master's degree in Science, Technology, and International Development from the University of Edinburgh.

Natalie Celmo, PE, is a Program Engineer at Engineers Without Borders USA. Natalie oversees projects through the Community Engineering Corps program, which provides pro-bono engineering and consulting services to underserved communities throughout the US and its territories. Natalie has 7 years of experience in the construction industry and holds a BS in Civil and Environmental Engineering from the University of Pittsburgh.

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