

## MEETING MINUTES

### MINNESOTA WASTEWATER OPERATORS ASSOCIATION

#### TECHNOLOGY COMMITTEE

SEPTEMBER 30, 2020

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Attendees: Chris Kleist, Tim Gratke, Amy Schreader, Howard Jacobson, Jayme Klecker

1. Objectives
  - a. Website redesign
  - b. Development of online/virtual training platform
2. Website redesign
  - a. Webmaster does an excellent job of posting content, we have not done a great job of getting content to the webmaster. Chris will be start to routinely request meeting minutes from section secretaries. We will start by making an effort to get up-to-date.
  - b. We should look at what other organizations are doing..MWRA, WWOA, DNR, etc. We can see who other people are using for website design.
  - c. Might make sense to develop an App in conjunction with the website. Perhaps limited functionality on app (access to training, contact page, calendars, Wastewatcher issues) with links to website and facebook pages.
  - d. Need to start training section officers to get content to website.
  - e. We should consider moving Wastewatcher to online only platform. This will be a topic for another day, but there are some really good programs for “virtual” magazines.
3. Development of online/virtual training platform
  - a. Need to develop secure and stable platform
    - i. Webex, Teams, GoToMeeting, Zoom are common programs
    - ii. MPCA is using Webex, might make sense to follow their lead
    - iii. Need to talk to MPCA about a mechanism for providing credit hours for online training
    - iv. Cost will also be a consideration for the training platform
4. Action items (due at next meeting)
  - a. Issue request to Sections for meeting minutes – Chris K
  - b. Research two organizations websites and/or web developers and send feedback to Jayme – All
  - c. Add blurb for recent events to website – Jayme will write up some content regarding the Technology Committee
  - d. Check with MPCA regarding Webex and training accreditation– Amy S
  - e. Look into cost for Webex – Chris K
  - f. Schedule next meeting (October 21, 1 PM) – Jayme