

DES MOINES WASTEWATER RECLAMATION AUTHORITY  
ORGANIZATIONAL ASSESSMENT COMMITTEE  
&  
EXECUTIVE COMMITTEE

**Friday, July 8, 2022 @ 1:00 PM**

**MEETING LOCATION:  
CONFERENCE ROOM  
DES MOINES METRO WASTE AUTHORITY  
300 EAST LOCUST STEET, SUITE 100  
DES MOINES, IOWA**

**MINUTES**

**Committee Members in Attendance**

Frank Cownie, Des Moines  
Linda Westergaard, Des Moines  
Sara Kurovski, Pleasant Hill  
EJ Giovannetti, Polk County  
Joe Sassatelli, Urbandale Sanitary Sewer District  
Jody Smith, West Des Moines  
Chelsea Huisman, Polk City \*  
Tom Hadden, West Des Moines

**Others in Attendance**

Scott Hutchens, Operating Contractor  
James Beck, Operating Contractor  
Lisa Etnyre, Operating Contractor  
Jeffrey Lester, Operating Contractor  
Scott Sanders, Operating Contractor  
Jonathan Gano, Operating Contractor

\* Participated in the meeting virtually due to the fact it was impractical or impossible to participate in the meeting in person.

1. Call to Order

EJ Giovannetti, Committee Co-Chair, called the July 8, 2022, meeting to order at 1:06 p.m.

2. Minutes of March 31, 2022, Organizational Assessment Committee Meeting – Information

Linda Westergaard made a motion to accept, and Sara Kurovski seconded the motion. All in favor.

3. Comments by Committee Co-Chairs

Jody Smith and E.J. Giovannetti welcomed the group to the meeting and thanked everyone for meeting even though July has been a difficult month to meet due to scheduling conflicts.

4. Negotiating Strategies with Retained Counsel – Role of Co-Charis and/or Others – Discussion and Potential Recommendation

EJ noted the City of Des Moines retained Rick Clark as the consultant to represent the City of Des Moines during the negotiation period and the WRA Board approved the retention of Rick Malm as the attorney to represent the Organizational Assessment Committee. He noted that Jody and he, plus Operating Contractor representatives, recently met with both retained individuals but conclusions were not reached on any of the previously identified issues. He further indicated the intention was to have both representatives present at today's meeting but scheduling conflicts did not allow for both representatives to be present, so a decision was made that neither be at this meeting.

Jody noted that, as Co-Chairs, he and EJ had been in contact with Rick Malm to provide initial guidance and direction on behalf of the Committee. He asked Committee members as to whether this practice should continue or whether there were additional representatives who preferred to be involved in providing direction. Linda Westergaard asked what the Committee's goal was as her opinion was that everything seemed to be going smoothly. Frank Cownie made a similar observation and noted some of the recent achievements of the WRA. Tom Hadden noted he was involved in the initial Operating Contract discussions and agreed things operate smoothly with minimal issues. He continued the original 20-year term of the agreement was thought to be long and he saw the WRA Boards creation of an Organizational Assessment Committee as an opportunity to review things and perform due diligence. Sara Kurovski stated her recommendation was that the Committee continue to proceed as they have with Jody and EJ providing guidance and direction to Rick Malm during the negotiations and to bring the information back to the Committee. Committee members then expressed concurrence with that recommendation.

5. Communication Strategies – With Full Organizational Assessment Committee and/or with a Subset of Organization Assessment Committee – Discussion and potential Recommendation

Following the discussion on the above topic, Committee members agreed the Committee Co-Chairs be tasked with updating the Committee as to the negotiation process and progress.

6. Next Meeting Date - Discussion and Potential Recommendation

Jody Smith noted a Doodle poll will be sent out to determine the next meeting date.

7. Other Business

None

8. Adjourn

The meeting adjourned at 1:47 PM