
From: Devereaux, Tracy Jo (DEQ)
Sent: Tuesday, September 22, 2015 6:07 PM
To: DEQ-ODWMA-Supervisors-All
Subject: DRAFT ODWMA Managers Meeting Minutes Sept 2015
Attachments: ODWMA Managers Meeting Minutes Sept 2015.docx

Attached are the draft meeting minutes, Carrie – there is a highlighted portion that I had a question on, please send me your agenda items for the October meeting.

ODWMA Management Team Meeting Minutes September 10, 2015 – McCauley Conference Room

Attendees: Richard Benzie, Jon Bloemker, Steve Busch, Sonya Butler, Kris Donaldson, Wendy Fitzner, Kelly Green, Jeremy Hoeh, Carrie Monosmith, Kris Philip, Liane Shekter Smith, Kathy Tetzlaff, Chuck Thomas, Ronda Page, Dana DeBruyn, Kirsten Gasper

1. Employee Engagement/Leadership Discussion

- The Revolving Loan Section issued a staff challenge to go out and interact with customers as a way of improving customer service. Prizes were given to staff meeting with the most customers. Ten staff met the challenge.
- The majority of feedback from the August 13, 2015, ODWMA In-Service gave a "Good" or "Very Good" overall rating to the In-Service.
- The names of the members for the Organizational Excellence Team and next year's In-Service Planning Committee were received from the surveys. Planning will begin in October. Liane desires a supervisor to participate on the In-Service Planning Committee.

2. IT Update (Ronda Page) – 10:00 a.m. (10-15 minutes)

- There are five requests under the 200-hour effort, three of which are active: GCTS, MSU-MGMT, and DWGIS.
- Water Track migration to SDWIS-State is underway. DTMB is on board to install, but SAIC (EPA's contractor for the SDWIS-State database) will first have to create a starter database for the Water Track data. Currently, Ronda is working with SAIC and EPA on the cost for this. Ronda and Dan Dettweiler continue to map data.
- GCTS has been reprioritized and is starting a 100-hour effort in FY 15. Kickoff is officially October 19th with DTMB support. Lois Graham will be the lead. The Agile software development process will be employed, so that there will be continual development of modules that will require testing every two weeks by Lois, Dave DeYoung, and Matt Remus.
- Ronda participates in the daily DTMB projects update. Ronda meets with DTMB's Lori Franz monthly and with Kate Jannereth biweekly.
- MDARD is using Accela software now. The workflow for the Public Swimming Pool program has been sent to Accela (not sure who does this, DTMB?) for a cost estimate.
- Migration to Office 2013 and Windows 10 is on the horizon.