

WELCOME TO THE CWEA BOARD

CWEA BOARD NOMINATIONS

I am pleased to announce the opening of nominations for the following 2026 **CWEA** State Board of Directors' positions:

1. Vice President from the South (will be President in year 3 of 4-year service)
2. Director at-large from the North (3-year term)
3. Director at-large from the South (serves as Treasurer in year 3 of 3-year term)
4. Water Environment Federation Delegate Director from the South (3-year term starting October 2026; attendance at **CWEA** board meetings starts immediately after April 2026 selection).

I am sure you know interested and qualified candidates who should be considered by the Executive Committee of CWEA. Several documents are attached and linked to help you nominate potential candidates who will make a difference in wastewater professionals' lives. These include:

- [Sample nomination letter;](#)
- [Questionnaire for candidates to submit with a picture in .jpg, .gif format;](#)
- [August 2026 CWEA E-Bulletin article explaining the nomination process;](#)
- [A copy of the CWEA Constitution section](#) explaining the duties all board members are expected to perform and a link for the **CWEA** Board Bylaws which detail each positions responsibility and the board committee assignments.

The nominator must be a **CWEA** Active, Association, or Professional Wastewater Operations member. **CWEA** Local Sections and Committees may also nominate candidates. All candidates must be members of both **CWEA** and the Water Environment Federation.

Nominations, including a brief biography of the candidate, the nominee's completed questionnaire and photo, should be submitted by **December 12, 2025**, to my attention at:

Kathryn Gies
President

CWEA
7677 Oakport Street, Suite 1030
Oakland, CA 94621
vthornton@cwea.org

"Stepping forward to serve on the **CWEA** Board helps drive progress. Together, we can build a more inclusive and connected clean water community."

– **Kathryn Gies**
West Yost Associates
CWEA President



Why serve?

"I am eternally grateful for joining CWEA and I would recommend it to anyone for career growth and networking."

Norm Woods, Assistant Public Works Director, City of American Canyon
CWEA Board Director



SAMPLE NOMINATION LETTER

DUE December 12, 2025

Send by mail or email

KATHRYN GIES | CWEA PRESIDENT

California Water Environment Association
7677 Oakport Street, Suite 1030
Oakland, CA 94621
vthornton@cwea.org

Dear Kathryn:

I am a member in good standing with **CWEA** and I hereby nominate:

_____ who is a member in good standing with **CWEA** and WEF for
the position of (check one):

- ☐ Vice President from the South (will be President in third year of four-year service).
- ☐ Director at-large from the North (three-year term).
- ☐ Director at-large from the South (Treasurer in third year of three-year term).
- ☐ Water Environment Federation Delegate Director from the South (three-year term, serving April 2026 to October 2029, voting privilege begins October 2026).

A brief bio of the nominee is attached. I have informed the nominee of this nomination and the requirement to complete the questionnaire and provide a photo by **December 12, 2025**.

Thank you for your consideration of this candidate.

Regards,

Name

CWEA Member/Leadership Position



NOMINEE FOR CWEA STATE BOARD OF DIRECTORS

Name

Title

Employer

Street Address

City, State, Zip

Phone

Email

Personal Interest

Why are you interested in being nominated for CWEA Board of Directors?
Commitment and Support (Please review the job descriptions in the Board Bylaws)

What do you feel are the most critical duties of this position, and how will you perform them?

Fulfilling the requirements of the position takes a significant amount of time. Discuss your personal time commitment to this position.





Do you have the support of your employer to fulfill the economic and time commitments of this position?

What do you expect of other board members and staff to ensure your experience on the board is satisfying?

FUTURE OF THE ASSOCIATION

Please review CWEA's Strategic Plan flowforward.cwea.org
Check out our most recent [CWEA Dashboard](#).

If elected to this position, what would you do to assist CWEA's function and purpose?

What areas of the Association can be improved? What abilities do you bring to assist in these improvements?



California Water Environment Association

7677 Oakport Street Ste 1030 | Oakland CA 94621 | 510.382.7800 | www.cwea.org

What do you feel the Board has defined to be the future direction of CWEA? Do you have other suggestions for objectives that you would like to see considered?

ATTRIBUTES YOU BRING TO THE BOARD

CWEA looks for the following attributes in CWEA Board members. Please briefly tell us about experiences you have had that demonstrate the following attributes:

Your ability to think strategically and analytically and to effectively communicate your thoughts and the reasons for them.

Your possession of earned respect of key stakeholder groups and members.

Your ability to work well with others as a member of a collaborative group with group decision-making authority and an understanding of the fiduciary duties of loyalty, care, and obedience.

Your understanding of the differences between “oversight” and “supervision” as a Board member.

Your reputation for emotional maturity, personal integrity, and honesty.

Your familiarity with the body of knowledge/subject areas for which CWEA is responsible and within which decisions and choices will have to be made.

Personal History/Involvement with CWEA

Please attach a resume of CWEA leadership positions/activities along with a digital photo.

Complete and return by **December 12, 2025**, to:

KATHRYN GIES | CWEA PRESIDENT

c/o **CWEA**

7677 Oakport Street, Suite 1030

Oakland, CA 94621

vtthornton@cwea.org

DUTIES of the Board of Directors (Section 11 of the CWEA Constitution)

11.6. Duties of the Board

11.6.1. Shall be the representative of the Association and shall manage its affairs and establish policies subject to the conditions and limitations prescribed in the Constitution.

11.6.2. Shall receive all Committee reports and take appropriate action on recommendations made in these reports where required.

11.6.3. Shall direct investments and care of the funds of the Association.

11.6.4. Shall make funds available for regular operation of the Association and for specific purpose. The Board, individually and collectively, shall not incur any unauthorized liability on behalf of the Association.

Job Descriptions for the Board of Directors

As part of service on the board, each director is a member of a board committee. Details of the assignment of board committee membership and the responsibility of each board position can be found in the Board Bylaws. A copy of the bylaws can be obtained by contacting Victoria Thornton at the CWEA office or online at:

<https://cweawebstorage1.blob.core.windows.net/cwea-website/governance/constitution/Bylaws.pdf>

