



# Executive Board Meeting Minutes

June 17, 2016

## ROLL CALL AND INTRODUCTIONS

Executive Board Representatives: Laura Pagano (San Francisco Public Utilities Commission); Jim Ervin (San Jose); Michael Connor (East Bay Dischargers Authority); Maura Bonnarens (East Bay Municipal Utility District); Roger Bailey (Central Contra Costa Sanitary District).

## Other Attendees:

<u>Name</u>	<u>Agency/Company</u>
Amanda Roa	Delta Diablo
Dan Jackson	City of Benicia
Dave Richardson	RMC
Denise Connors	LWA
Jennifer Keeny	PME
Karin North	City of Palo Alto
Karri Ving	SFPUC
Lori Schectel	CCCSD
Mallika Ramanathan	Brown & Caldwell
Melody LaBella	CCCSD
Nirmela Arsem	EBMUD
Rosey Jencks	SFPUC
Tom Hall	EOA
David Williams	BACWA
Lorien Fono	BACWA
Sherry Hull	BACWA

## PUBLIC COMMENT

None.

## CONSIDERATION TO TAKE AGENDA ITEMS OUT OF ORDER

## CONSENT CALENDAR

1. May 20, 2016, BACWA Executive Board Meeting Minutes – The approved minutes will be placed on the BACWA website.
2. April, 2016 Treasurer's Reports and Financial Summary – A Financial Summary Report was included in the Packet on **Pages 12-22**. A copy of the FY16 Budget as of April 30, 2016 (83% of the fiscal year) was included. It, along with the Summary, provides the Board with a concise overview of the Fund Balances and the current status of the Annual Budget and points out any variances in the budget to date.

**2.a.** A BACWA Alternative Investments Report was included in the Packet on **Pages 23-24**. The Executive Director gave an overview of BACWA's FY16 experience following the investment of a portion of BACWA funds in alternative investments.

***Consent Calendar items 1, 2 and 2.a** were approved in a motion made by Roger Bailey and seconded by Michael Connor. The motion carried unanimously.*

#### **AUTHORIZATIONS & APPROVALS**

**3.** Approval: Merge AIR Fund into BACWA Fund – A Board Action Request was included in the Packet on **Pages 25-26**. The Executive Director gave an overview of the request. The Executive Director noted that given the reduction in the phase-in period for the AIR Committee from 3 years to 2 years which results in saving of \$25k for those agencies that have supported the AIR Committee over previous years, it seems appropriate to merge the remaining balance in the AIR Fund into the BACWA general operating fund. The merger will help offset the first year's costs for the AIR Committee.

***Item 3** was approved in a motion made by Michael Connor and seconded by Jim Ervin. The motion carried unanimously.*

**4.** Approval: FY17 BACWA Agreements – A copy of the FY17 BAPPG Budget approved on April 15, 2016 was included in the Packet on **Page 27**. Board Action Requests for BAPPG Committee support were included in the Packet on **Pages 28-40**. A Board Action Request for AIR Committee support were included in the Packet on **Pages 41-47**. Board members suggested that staff and Committee Chairs continue to develop contacts with specialized expertise for future consulting work.

**4.a** O'Rourke Inc. - To Provide support for BAPPG's FY17 Priority Pollutant Campaigns.

***Item 4a**, was approved in a motion made by Michael Connor and seconded by Roger Bailey. The motion carried unanimously.*

**4.b** TDC Environmental, LLC – To provide support for BAPPG's Pesticide Regulatory and Technical Support.

***Item 4b**, was approved in a motion made by Michael Connor and seconded by Roger Bailey. The motion carried unanimously.*

**4.c** Stephanie Hughes, ChE P.E. - To provide Professional Training, Prepare Comment Letters and provide Policy Support to BAPPG.

***Item 4c**, was approved in a motion made by Roger Bailey and seconded by Jim Ervin. The motion carried unanimously.*

**4.d** Carollo Engineers, Inc. – To provide AIR Committee Support.

***Item 4d**, was approved in a motion made by Roger Bailey and seconded by Jim Ervin. The motion carried unanimously.*

**5.** Approval: FY16 Write-Off – A Board Action Request was included in the Handout on **Pages 48-49**. The Executive Director gave an overview of the request. The Board suggested other contacts at the agency who might be contacted in the future to resolve the issue.

***Item 5** was approved in a motion made by Michael Connor and seconded by Jim Ervin. The motion carried unanimously.*

## **OTHER BUSINESS-POLICY/STRATEGIC**

Agenda **Item 6** – Discussion: Nutrients

a. Regulatory

- i. Opt/Upgrade Workshop Agenda – The Agenda, along with a Survey on Watershed Permit Options, was included in the Packet on **Page 50-54**. The workshop has been scheduled for June 27, 2016 from 10:30 am to 1:30 pm at the EBMUD Training Resource Center in Oakland. To date approximately 50 attendees have signed up for the workshop. The Executive Director gave an overview of the Agenda. Board members suggested that the end time be extended; that the Survey be included in the next reminder email with the caveat that each agency only submit one survey response; that the table showing estimated costs for increasing the funding of the science program be included with the Survey; and that the Survey be reworked to include the level of confidence for each response. Agencies wishing for an individual presentation to their Boards may contact the consultant to arrange it.
- ii. Nutrient Removal Options – Dan Jackson from the City of Benicia Wastewater Treatment Plant gave a presentation on Nutrient Reduction and Water Reuse. His presentation is available on the BACWA website at [Link](#). He indicated that he would like to see their water reuse project included in the Optimization/Upgrade Report.
- iii. Recycled Water/Capital Improvement Plan Survey – A copy of the BACWA Recycled Water Survey 2015, along with the letter sent with the CIP data request, was included in the Packet on **Pages 55-56**. The Regulatory Program Manager gave an overview noting that the second page of the letter is missing in the Packet. The entire letter can be accessed [here](#). The survey requires essentially the same data as DWR's needs so should not add an undue burden on agencies. The purpose of the CIP data request is to better understand the nutrient removal projects that agencies are already planning.

b. Technical Work

- i. Update on Document Review –The Executive Director gave an overview of the status of the review noting that the consultant will be providing a two-part response for

- review: 1) a review based on the strengths and weaknesses of the Assessment Framework manuscript from a scientific perspective; and 2) a transmittal letter to go with the review that addresses next steps and how BACWA can be involved in the “test drive” of the Assessment Framework. The Board noted the fragility of the BACWA alliance and requested that the Executive Director develop a high level list of points that all members of BACWA can agree on.
- ii. Nutrient Technical Workgroup Debrief – The Agenda for the June 3, 2016 NMS Technical Workgroup Meeting, along with the Science Advisor’s overview, were including in the Packet on **Pages 57-63**. Additionally, a [link](#) to other NMS Meeting materials was provided.
- c. Governance Structure -
- i. Program Coordinator Update –The NMS Fundraising and Outreach Strategy document was included in the Packet on **Pages 64-74**. The Executive Director noted the highlights and provided a priority list for funding in FY17. There were more projects approved that there is budget to pay for the studies. Several agencies indicated that they are interested in providing additional funds in FY16 and in future fiscal years to provide funding for P7 and P9. One agency indicated that it could contribute in-kind to P11. BACWA will work with the Science Manager to reach out to them on this and put together a letter to the Regional Water Board highlighting the additional funding.
  - ii. Steering Committee Meeting No. 9 Debrief – Notes from the NMS Steering Committee Meeting on June 10, 2016 was included in the Handout on **Pages 75-83**. The Executive Director gave an overview of the notes emphasizing that the Science Plan is underfunded. One Board member suggested RMP reserves might be tapped.

Agenda **Item 7** – Discussion: Water Board Joint Meeting Agenda – A copy of the Draft Agenda for the July 18, 2016 Joint Meeting with the Water Board was included in the Packet on **Page 84**. The Executive Director gave an overview of the Agenda and asked the Board to provide feedback.

Agenda **Item 8** – Discussion: ELAP Certification – The Laboratory Manager from EBMUD gave a presentation ([link](#)) on the Environmental Laboratory Accreditation Program Certification (ELAP), which is considering adopting new standards, but has not decided what they will be. The changes have the potential to impact smaller labs which may not have the resources to meet potential stringent new requirements. An advantage of the potential changes are that everything is defined and audits are standardized; drawbacks are additional costs and may cause lab closures. BACWA will review the issue when the standards are released.

Agenda **Item 9** – Discussion: Microplastics Workgroup – The Laboratory Manager from EBMUD gave an update on the status of the workgroup’s progress. SFEI is hosting a Microplastics Workshop on June 29, 2016 ([link](#)) and the EBMUD Laboratory Manager will be speaking. The key issue is that currently there is no one method to quantify microplastics in wastewater.

There is a lot of interference from cellulose material, and washing samples causes loss of microplastics. It is very difficult to reproducibly quantify microplastics and the method will require a lot more work before reliable data can be acquired.

Agenda **Item 10** – Discussion: CEC Survey – SFEI is offering to coordinate sampling for CECs this summer so that BACWA member agencies can pool their resources and get data about concentrations of pharmaceuticals in their influent, effluent or processes. An email from SFEI regarding the value of this pharmaceutical study was included in the Handout on **Page 85-86**, along with a [link](#) to the 2016 Pharmaceuticals in Wastewater Survey for agencies that are interested in participating. The survey is voluntary and any results will go to a review committee before being made public.

Agenda **Item 11** – Discussion: BARR Taskforce Message Consensus – A Memo from the BACWA Representative to the Bay Area Regional Reliability Project was include in the Packet on **Pages 87-88**. The Representative requested feedback from the Board on BACWA's position. He sees an opportunity to better understand the issues from the water side. There is a need to quantify water as a resource; determine the definition of shortage; and how to develop instruments to move water from potential supplies such as recycled water, to demands when a shortage occurs. The Board asked the Representative to return to a future Board meeting when there would be more time allocated to the issue.

Agenda **Item 12** – Discussion: Collection System Metrics/Penalties – The BACWA Collection Systems Committee Survey on metrics to define well-performing collection systems was included in the Packet on **Pages 89-92**. The Regulatory Program Manager gave an overview of the survey. There were only five responses and the Permit Committee does not intend to take on the issue. They are not opposed to it, but it would be a lot of work and the value is questionable. The Board indicated that the issue is not a high priority at this time.

Agenda **Item 13** – Discussion: BAAQMD Joint Meeting Debrief – The Agenda for the BACWA Joint Meeting the BAAQMD on June 15, 2016 was included in the Packet on **Page 93**. Since beginning the annual meetings, communication with the Air Quality Management District has greatly improved and the frequency may be increased to semi-annual in the future. The top issues are climate change and how to quantify greenhouse gas emissions by the wastewater industry; and solutions to the digester gas venting of Hydrogen Sulfide (H<sub>2</sub>S). It was suggested by the Board that BACWA develop a strategy to present to the Air District for regulating digester gas venting.

## **OTHER BUSINESS-OPERATIONAL**

Agenda **Item 14** – Discussion: Arleen Navarret Award Use – The Arleen Navarret Award winners from FY14 and FY16 gave a presentation on their use of the funds. The recipients traveled to

Washington state to tour the Bullitt Building which is the first large-scale building in the US to install composting toilets; to tour the Tacoma Tagro Biosolids facility; to meet with King County Wastewater Resource Recovery and Engineering staff who have experience with biosolids to soil and biogas utilization; and to meet with a biosolids expert at the University of Washington. The presentations can be found on the BACWA website at [Link](#) and [Link](#).

**Agenda Item 15 – Discussion: Drought/Recycling –**

- a. State Water Board hearing on WRR – Finding 34 Options and BACWA Talking Points for State Water Board Hearing for the State General Order on Recycled Water were included in the Packet on **Pages 94-97**. The State General Order was adopted on June 7, 2016, and incorporates Option 2 which requires all permittees to enroll in the next three years. The enrollment of 96-011 permittees is on the agenda for the BACWA Joint Meeting with the Water Board on July 18, 2016.
- b. Hertzberg Bill Update – A CASA Member Alert and Amendments to Senate Bill No. 163 were included in the Packet on **Pages 98-100**, along with a [link](#) to CASA’s website page on the issue. A Board member gave an overview of the current status of the bill. It is still problematic. There will be a committee hearing on June 21<sup>st</sup> at which time we will know more.
- c. Prop 1 Proposal – Minutes of a June 9, 2016 meeting to discuss a Prop 1 research proposal – use of wetlands to treat RO concentrate, were included in the Packet on **Pages 101-103**. The Regulatory Program Manager noted that the outcome of the meeting is that the concept is tentatively fundable. More detail needs to be developed with a timeline and scope. The RPM asked the Board if they want BACWA to continue with the development of a proposal and the Board indicated strong support.

**Agenda Item 16 – Discussion: 2017 BACWA Executive Board Calendar –** A proposed 2017 BACWA Executive Board Calendar was included in the Handout on **Page 104**. The Executive Director noted that a tentative date of January 27, 2017 has been set for the BACWA Annual Meeting. The Assistant Executive Director will reserve meeting venues for the 2017 dates. The Assistant Executive Director noted that the dates for the Pardee Technical Seminar should be October 18-20, 2017. The AED will send Outlook invitations to Board members for the 2017 meeting dates.

**Agenda Item 17 – Discussion: FWQC Issues Matrix –** The FWQC Issues Matrix was included in the Packet on **Pages 105-116**. The Executive Director reminded the Board that BACWA is a sponsor and gave an overview.

**Agenda Item 18 – Discussion: Request for PPIC Sponsorship –** An email, a letter, and supporting documents requesting BACWA sponsorship of the Public Policy Institute of California were included in the Packet on **Pages 117-123**, along with a [link](#) to PPIC. The Executive Director outlined the benefits of sponsorship. A motion was made by Roger Bailey to provide \$1,000 in sponsorship funds. The motion was seconded by Laura Pagano. Following discussion a vote was

taken. There were two yes votes and one no vote. The motion did not pass. It was agreed that the Board would monitor the progress of the group and readdress it in the future.

Agenda **Item 19** – Discussion: BAPPG Comment Letter on Malathion – A copy of the BACWA Comment Letter to the EPA on Malathion was included in the Packet on **Pages 124-132**.

## **REPORTS**

Agenda **Item 20** – Committee Report – BACWA Committee Reports were included in the Handout on **Pages 133-139**.

AIR Committee: No meeting.

BAPPG: A report from the June 1, 2016 meeting was included in the Packet on **Page 133**.

Biosolids Committee: No meeting.

Collections Committee: No meeting.

InfoShare - Asset Management: A report from the May 25, 2016 meeting was included in the Packet on **Page 134-135**.

InfoShare – Operations & Maintenance: No meeting.

Lab Committee: A report from the June 8, 2016 meeting was included in the Packet on **Page 136-137**.

Permits Committee: A report from the June 14, 2016 meeting was included in the Packet on **Pages 138-139**.

Pretreatment Committee: No meeting.

Recycled Water Committee: No meeting.

Agenda **Item 21** - Discussion: Member Highlights - Executive Board Representatives (Board) were given an opportunity to provide updates from each of the Principal agencies. Non-principal members were also given an opportunity to report out on behalf of their agencies. No actions were taken on the report-outs.

**EBDA**: No report.

**EBMUD**: No report.

**Central Contra Costa**: No report.

**San Francisco**: No report.

**San Jose**: No report.

**City of Benicia**: No report.

**Delta Diablo**: No report.

**Palo Alto**: No report.

Agenda **Item 22** - The **Executive Director's Report**, along with the Board Calendar, and BACWA Action Items, were included in the Packet on **Pages 140-149**. It was noted that 82 of the 88

action items from FY16 have been completed. The Executive Director noted that he will be giving a presentation to CWEA.

Agenda **Item 23** - The **Regulatory Program Manager (RPM) Report** was included in the Packet on **Page 150**.

Agenda **Item 24 - Other BACWA Representative Reports** – BACWA Representative were given an opportunity to provide updates. No actions were taken based on the reports.

- a. RMP-TRC: Rod Miller; Laura Pagano – No report.
- b. RMP Steering Committee: Karin North; Jim Ervin – No report.
- c. Summit Partners: Dave Williams – No report.
- d. ASC/SFEI: Laura Pagano; Dave Williams – No report.
- e. Nutrient Governance Steering Committee: Ben Horenstein; Jim Ervin – No report.
- f. SWRCB Nutrient SAG: Dave Williams – No report.
- g. SWRCB Focus Group – Bacterial Objectives: Lorien Fono; Amy Chastain – No report.
- h. SWRCB Focus Group – Mercury Amendments to the State Plan: Tim Potter – No report.
- i. Nutrient Technical Workgroup: Eric Dunlavey – No report.
- j. NACWA Taskforce on Dental Amalgam: Tim Potter – No report.
- k. BAIRWMP: Cheryl Munoz, Linda Hu, Dave Williams – No report.
- l. NACWA Emerging Contaminants: Karin North, Melody La Bella – No report.
- m. CASA Statewide Pesticide Steering Committee: Melody La Bella – No report.
- n. CASA State Legislative Committee: Lori Schectel – No report.
- o. CASA Regulatory Workgroup – No report.
- p. RMP Microplastics Liaison: Nirmela Arsem – No report.
- q. ReNUWIt: Mike Connor; Ben Horenstein – No report.
- r. AWT Certification Committee: Maura Bonnarens – No report.
- s. Bay Area Regional Reliability Project: Roger Bailey; Mike Connor – No report.

**SUGGESTIONS FOR FUTURE AGENDA ITEMS:** None.

**ANNOUNCEMENTS:**

The next regular meeting of the Board is scheduled for **July 15, 2016 from 9:00 am – 12:30 pm** at the **EBMUD Treatment Plant, Lab Library 2020 Wake Ave., Oakland, CA.**

To receive a copy of any materials provided to the Board at a BACWA Executive Board meeting contact Sherry Hull at [shull@bacwa.org](mailto:shull@bacwa.org).

The meeting adjourned at 12:46 pm.