



**Executive Board Meeting Minutes**  
**Friday, March 21, 2025, 9:00 AM - 12:30 PM (PDT)**  
**Central San**

**Executive Board Representatives:** Jennie Pang (San Francisco Public Utilities Commission); Amit Mutsuddy (East Bay Municipal Utility District); Eric Dunlavey (City of San Jose); Jackie Zipkin (East Bay Dischargers Authority); Lori Schectel (Central Contra Costa Sanitary District).

**Attendees**

<b>Name</b>	<b>Agency/Company</b>
Alicia Chakrabarti	EBMUD
Amanda Roa	Fairfield-Suisun Sewer District
Brian Thomas	Delta Diablo
Irene Chu	Hazen and Sawyer
Jennifer Dymont	BACWA
Jerry Flanagan	City of Brisbane
Joel Prather	SFPUC
Lorien Fono	BACWA
Mary Cousins	BACWA
Mike Falk	HDR
Sara Sadreddini	Black & Veatch
Tim Lewis	Dublin San Ramon Services District
Tom Hall	EOA
Vince De Lange	Delta Diablo

Jackie called the meeting to order at 9:03

**Agenda Item**

**ROLL CALL, INTRODUCTIONS, AND TELECONFERENCE ETIQUETTE**

**PUBLIC COMMENT**                      **None**

**CONSIDERATION TO TAKE AGENDA ITEMS OUT OF ORDER**                      **None**

**CONSENT CALENDAR**

- 1**        **February 21, 2025, BACWA Executive Board meeting minutes**
- 2**        **March 10, 2025, Special Executive Board Joint Meeting with R2**
- 3**        **January 2025 Treasurer's Report**

**Consent Calendar items 1 thru 3:** A motion to approve was made by Lori Schectel (Central Contra Costa Sanitary District) and seconded by Eric Dunlavey (City of San Jose). All were in favor. None opposed. None abstained.

## **APPROVALS AND AUTHORIZATIONS**

### **4 Approval: BABC Integration into BACWA**

**Approval and Authorizations item 4:** Members of the Bay Area Biosolids Coalition, a project of special benefit of BACWA, have voted to join BACWA as a regular committee. A BAR was included in the packet that outlined how this transition will occur and how BABC will be funded beginning in FY26. A motion to approve was made by Amit Mutsuddy (EBMUD) and seconded by Eric Dunlavey (City of San Jose). All were in favor. None opposed. None abstained.

## **OPERATIONAL**

**5 Discussion: ED Performance Plan template and schedule** - Jackie Zipkin, BACWA Chair, explained the new format and process of BACWA ED evaluation by the BACWA Board. BACWA ED performance evaluation will take place in a closed session at the end of the April 18, 2025, BACWA Board meeting. BACWA Board members to provide feedback on template by March 28, 2025, and then the BACWA ED performance rating is due to Jackie on April 11, 2025.

**Action item:** BACWA to hold closed session at the end of April Board meeting to discuss ED performance evaluation.

**6 Discussion: Recommended edits to classes of membership policy** - BACWA ED discussed proposed updates to the BACWA Classes of Membership Policy that would allow POTWs from outside of the SF Bay Region 2 area to join as affiliate members. Instead of having committee-by-committee membership for these agencies, the new policy allows new affiliate membership to participate in all BACWA committees.

**Action item:** BACWA ED to bring final policy to April 2025 BACWA Board Meeting for approval.

**7 Discussion: Nutrient surcharge calculations** - BACWA ED shared a draft Nutrient Surcharge calculations for FY26 and explained how it was calculated. The final version will be included to be approved as part of the FY26 budget.

**8 Discussion: Draft FY26 BACWA Budget, Workplan, and 5-year plan** - BACWA ED and AED walked through the items. The Board requested that the Legal Regulatory Support line item be increased to \$20,000.

**Action item:** BACWA ED and AED to make updates and bring a Final FY26 Budget and Workplan to the April 2025 BACWA board meeting for approval.

**9 Discussion: Annual meeting draft agenda** - BACWA ED reviewed the proposed Annual Meeting agenda with the group. The group discussed moderator assignments, speakers, panel topics and the general outline of the day.

**Action item:** BACWA ED to finalize agenda and promote Annual Meeting sign up.

**10 Discussion: Board meeting schedule FY26** - BACWA ED shared the proposed FY26 BACWA Board Meeting schedule. The group agreed to cancel the July meeting and combine the November and December meetings into one meeting on December 12, 2025.

**Action item:** BACWA AED to update calendar and arrange locations.

**11 Discussion: Netfile form 700 reminder** - BACWA AED shared that the form is due April 1 and that she and Netfile will continue to remind them.

## **BREAK**

## **POLICY/STRATEGIC**

**12 Discussion: March 10 Joint meeting with R2 debrief** - The meeting minutes are in the packet.

**13 Discussion: Compliance Schedule Basin Plan Amendment** - BACWA ED shared that the water board proposed a non-TMDL Basin Plan Amendment to provide an extended compliance schedule in region 2. They are currently developing the draft language and have requested assistance with completion of CEQA documentation.

**14 Discussion: OPC and SWB updates on OAH** - BACWA ED shared a slide that summarized the OPC resolution along with the SWB modified strategic workplan, which calls for an Ocean Plan amendment to address ocean acidification and hypoxia.

**15 Informational: GAR and Compliance Milestones update** - Mike Falk from HDR shared that agencies have signed off on the GAR and they have updated the GAR based on feedback, including the new appendix summarizing agency progress towards meeting final effluent limits for total inorganic nitrogen. The draft report will be finalized and submitted by the April 1<sup>st</sup> deadline.

**16 Informational: NMS Update** - BACWA ED shared SFEI's recently completed brochure summarizing the nutrient management strategy science work, which is in the packet. BACWA ED proposed that copies be brought to the Annual Meeting.

**Action item:** BACWA ED to create an order form for printed copies of the SFEI NMS brochure.

**Action item:** BACWA ED to schedule a meeting for the BACWA Nutrient Strategy Team.

**17 Informational: EPA Region IX SF Bay Program Office funding update** - BACWA ED gave a quick summary of the funding options. The group discussed options if EPA funding is delayed and how to prevent staff layoffs while issues work their way through the courts. BACWA ED shared the updated 5 pillars guiding the EPA.

**18 Informational: NBS Webinar on April 10** - BACWA ED shared that the agenda is in the packet.

**19 Informational: Recycled Water Committee/WaterReuse joint workshop on Nutrients-Recycled Water nexus April 29** - BACWA ED shared this event is at Central San.

**20 Discussion: Proposed PFAS Communications Summit** - BACWA ED shared discussion topics for a future PFAS communication summit and discussed who would be

participating. Also, the BACWA RPM shared that CASA has created a support letter for legislation banning non-essential uses of PFAS (SB 682) and has requested that other agencies sign on. The letter was shared with the Executive Board.

**Action item:** BACWA ED to propose dates and agenda.

**Action item:** BACWA ED to invite CASA to provide an update on SB 682 at the April meeting.

**21 Informational: Chlorine Residual BPA cost savings** - BACWA ED shared a slide that demonstrates SBS reduction success stories.

**22 Informational: Regulatory Issues Matrix Update** - BACWA ED shared that the Regulatory Issues Matrix is available. Attendees suggested sharing a QR code link at the Annual Members meeting.

## REPORTS

23 Committee Reports - in the packet.

24 Member highlights - members shared agency highlights.

25 Executive Director Report - in the packet.

26 Board Calendar and Action Items - in the packet.

27 Regulatory Program Manager Report - in the packet.

28 Other BACWA Representative Reports

a. RMP Technical Review Committee Samantha Engelage, Alicia Chakrabarti, Blake Brown

b. RMP Steering Committee Karin North; Amanda Roa; Eric Dunlavey

c. Summit Partners Lorien Fono; Jackie Zipkin

d. ASC/SFEI Lorien Fono; Amit Mutsuddy; Lori Schectel

e. Nutrient Governance Steering Committee Amit Mutsuddy, Eric Dunlavey; alternates: Lori Schectel, Jackie Zipkin

e.i Nutrient Planning Subcommittee Eric Dunlavey

e.ii MERHAB MaTAG Amit Mutsuddy

f. SWRCB Nutrient SAG Lorien Fono

g. BAIRWMP Cheryl Munoz; Florence Wedington; Jackie Zipkin

h. CASA State Legislative Committee Lori Schectel

i. CASA Regulatory Workgroup Lorien Fono; Mary Cousins

j. RMP Microplastics Liaison Jesse McDermott

- k. Bay Area Regional Reliability Project      Jackie Zipkin
- l. San Francisco Estuary Partnership    Lorien Fono; Jackie Zipkin
- m. CPSC Policy Education Advisory Committee      Colleen Henry
- n. California Ocean Protection Council      Lorien Fono
- o. California Water Quality Monitoring Council      Lorien Fono
- p. CASA Air Toxics Steering Committee      Lorien Fono, Jason Nettleton

## **26      SUGGESTIONS FOR FUTURE AGENDA ITEMS**

### **NEXT MEETING**

The next meeting of the Board is scheduled for April 18, 2025 at EBMUD downtown

**ADJOURNMENT      12:38**