



# Executive Board Meeting Minutes

Thursday, May 26, 2011, 9:00 a.m. – 2:00 p.m.

EBMUD Orinda Facility  
500 San Pablo Dam Road, Orinda, CA

## ROLL CALL AND INTRODUCTIONS

Executive Board Representatives: Ben Horenstein, Chair (East Bay Municipal Utility District); Tommy Moala, Vice Chair (San Francisco Public Utilities Commission); Jim Kelly (Central Contra Costa Sanitary District); Mike Connor (East Bay Dischargers Authority); Bhavani Yerrapotu (City of San Jose).

Other Attendees: Kirsten Struve (City of San Jose); Laura Pagano (San Francisco Public Utilities District); Margaret Orr (Central Contra Costa Sanitary District); Jim Ervin (City of San Jose); Amanda Roa (Delta Diablo Sanitation District); Andy Morrison (Union Sanitary District); Tom Hall (Sunnyvale/Eisenberg Olivieri Associates, Inc.); Judy Kelly (San Francisco Estuary Partnership); Monica Oakley (RMC Environmental); Denise Conners (Larry Walker Associates); Kevin Kennedy (HDR Engineering); Amy Chastain (BACWA); Alexandra Gunnell (BACWA).

## PUBLIC COMMENT

There were no public comments.

## REPORTS

**Committee Reports, agenda item 1**, were included in the meeting handout packet and attendees were invited to elaborate on their reports or field questions.

The Permits Committee Chair and the BACWA Executive Director (ED) will work together to develop and distribute language for agencies to include in their pretreatment reports to address the attachment H recommendation of staggered influent and effluent sampling.

Templates developed by the ED and RMC Environmental for Whole Effluent Toxicity (WET) policy and state-wide sanitary sewer system (SSS) Waste Discharge Requirements (WDR) comment letters, were distributed to Permits and Collection Systems committees and were used by many BACWA member agencies who submitted comments.

For **agenda item 2**, the **Proposition 50 Grant Disbursements Status Report** was included in the meeting handout packet. Recycled Water Committee Chairs worked hard to prepare recycled water portion of the Prop84 Bay Area IRWM grant application. It has been recommended for funding, and DWR is expected to finalize the decision in late June. The ED will get estimates for award dates and when the money may be received.

For **agenda item 3**, the **Executive Director's Report**, was included in the meeting handout packet. The ED noted that a June 1<sup>st</sup> kickoff meeting has been scheduled by Tim Potter to discuss dental amalgam reporting and urged the BACWA Executive Board members to sign up for the Regional Monitoring Program (RMP) Nutrients workshop scheduled for June 29, 2011.

Executive Board (Board) members were invited to share any items of interest under **agenda item 4, Executive Board Reports**, including information about meetings that were attended by BACWA representatives this month. It was mentioned that the next Aquatic Science Center strategic planning session is scheduled for June 2, 2011 and the plan should be completed by fall of 2011. The Board encouraged the ED to continue scheduling regular meetings with the San Francisco Regional Water Quality Control Board (Water Board).

## CONSENT CALENDAR

*Consent calendar **agenda items 5 through 10** were approved in a motion made by Tommy Moala and seconded by Jim Kelly. The motion carried unanimously.*

5. Minutes from April 25, 2011 Executive Board Meeting.
6. March 2011 Treasurer's Report.
7. State of the Estuary Conference Sponsorship; \$20,000; File 12,403.

Judy Kelly, Executive Director of the San Francisco Estuary Partnership (SFEP), presented and distributed information about the organization and the upcoming biennial State of the Estuary Conference. She explained that the overall conference budget is approximately \$300,000, of which an estimated \$80,000 is funded by attendance fees. Additional information about SFEP projects is available at [www.sfestuary.org](http://www.sfestuary.org).

8. Bay Area Recycled Water Coalition, Amendment of Memorandum of Agreement; File 11,466.
9. Executive Board Chair and Vice Chair Nominations for Fiscal Year 2011 – 2012 File 12,432.

Consistent with previous years, it was recommended that the current Chair and Vice Chair serve for two consecutive terms.

10. Authorize contracts to implement Fiscal Year 2011 – 2012 BACWA and Special Programs budgets and workplans
  - a. RMC Water and Environment for Permits and Collection Systems Committees support, not to exceed \$50,000 (FY11-12) File 12,431;
  - b. Kennedy Jenks for InfoShare Groups support, not to exceed \$25,000 (FY11-12) File 12,430;
  - c. Alexandra Gunnell for Assistant Executive Director Services, not to exceed \$70,200 (FY11-12) File 12,427.

## OTHER BUSINESS

For **agenda item 11**, a **Nutrient Discussion**, the ED reviewed her rough draft nutrient strategy framework, which she will circulate to the Board for their feedback, and meet with Water Board staff to discuss. Kevin Kennedy of HDR distributed and reviewed a handout. An electronic version will be distributed to the Board with a request that they send feedback Kevin Kennedy by close of business, Wednesday June 1, 2011. Kevin Kennedy will also revise the outline for the June 29, 2011 workshop presentation and send it to the Board for review. The ED will meet with HDR to discuss project schedule and budget and future Board meeting agendas will include one hour for continued discussion.

For **agenda item 12**, a **Strategic Planning Discussion** was led by the ED. The ED will revise the plan as recommended by the board and develop a proposed final draft of the refreshed BACWA Strategic Plan. The SWOT items will be included in the draft objectives and activities will be aligned with the fiscal year 2011-12 approved workplan. The ED recommends no major changes to the workplan and budget for 2011-12, and that the refreshed plan would be useful when developing the budget and workplan for fiscal year 2012-13.

The next regular meeting is scheduled for June 23, 2011, 9:00 a.m. to 12:00 p.m. at the EBMUD Lab Library, 2020 Wake Road, Oakland, CA.

The meeting adjourned at 2:00 p.m.