



## Executive Board Meeting Minutes

Thursday, February 23, 2012, 9:00 a.m. – 12:00 p.m.

EBMUD Operations Center  
2020 Wake Avenue, Oakland, CA

### ROLL CALL AND INTRODUCTIONS

Executive Board Representatives: Ben Horenstein, Chair (East Bay Municipal Utility District); Laura Pagano (San Francisco Public Utilities Commission); Karl Royer (East Bay Dischargers Authority); Ann Farrell (Central Contra Costa Sanitary District); Kirsten Struve (City of San Jose).

Other Attendees: Margaret Orr (Central Contra Costa Sanitary District); Dave Williams (East Bay Municipal Utility District); Jim Ervin (City of San Jose); Amanda Roa (Delta Diablo Sanitation District); Monica Oakley (RMC Water and Environment); Holly Kennedy (HDR Engineering); Denise Conners (Larry Walker Associates); Ed Gross (Resource Management Associates); Amy Chastain (BACWA); Alexandra Gunnell (BACWA).

### PUBLIC COMMENT

There were no public comments.

### PRESENTATION

Under **agenda item 1**, Ed Gross of Resource Management Associates presented information about **Two and Three Dimensional Effluent Modeling**.

### CONSENT CALENDAR

*Consent calendar **agenda items 2 - 3** were approved in a motion made by Ben Horenstein and seconded by Kirsten Struve. The motion carried unanimously.*

2. December 19, 2011 BACWA Executive Board Meeting minutes
3. November 2011 and December 2011 Treasurer's Reports

### REPORTS

**Committee Reports** for **agenda item 4** were included in the meeting handout packet and attendees were invited to elaborate on their reports or field questions.

April 1, 2012 is the deadline for BACWA to submit the annual Mercury Watershed Permit Group Report to the San Francisco Regional Water Quality Control Board (RWQCB). Monica Oakley of RMC Water and Environment distributed a Schedule for Remaining Activities. It was noted that formal approval of the report by the BACWA Executive Board (Board) is not necessary, though an opportunity for review and revision requests will be provided to the Board before the report is finalized.

Dave Smith of WaterReuse California has expressed interest in updating the Board on efforts to rewrite California statutes related to water recycling. The Executive Director will invite Dave to present at the March Board meeting.

BACWA Executive Board members were invited to share any items of interest under **agenda item 5, Executive Board Reports**.

- Chair announced that Amy Chastain has notified the BACWA Board that she has accepted another position and will be ending her term as BACWA's Executive Director (ED). The Board expressed their appreciation for her outstanding years of service. A transition plan is being crafted by the ED with the assistance of the Board and further updates will follow in March.
- Dave Williams informed attendees that the Aquatic Science Center and San Francisco Estuary Institute (SFEI) boards will be merging into one governing board, though the two organizations will remain separate. A facilitator will assist with the merger over the next few months.
- Kirsten Struve announced that she will no longer be representing San Jose on the BACWA Board since she has accepted a position with Palo Alto and will be leaving San Jose. The ED recommended a review of BACWA representation on Regional Monitoring Program (RMP) and SFEI boards to determine if changes are necessary.
- EBMUD Whole Effluent Toxicity (WET) test results seem to be caused by CO<sub>2</sub> and anyone interested in doing further research on this topic, should contact them.
- Recent toxicity test results have brought SFPUC back into compliance with their permit requirements.
- Jim Kelly's retirement party will be held at CCCSD on March 27, 2012 from 3 – 5 pm.
- SFPUC has been awarded the Clean Water America Alliance 2012 U.S. Water Prize.

For **agenda item 6**, the **Executive Director's Report**, was included in the meeting handout packet and reviewed by the Executive Director. Meeting attendees were given the opportunity to discuss the contents of the report.

The following **Chair & Executive Director Authorized Actions** were made since the December 15, 2011 BACWA Board Meeting (**Agenda item 7**).

- a. Chair Authorization for agreement with O'Rorke support of BAPPG Asian FOG Outreach campaign; \$6,100; File 12,623.
- b. Executive Director Authorization for agreement with Lilli Keinanen for graphic design support of BAPPG Outreach campaign; \$1,700; File 12,661.
- c. Chair Authorization to fund travel expenses for Biosolids Chair to attend WEF 2012 Biosolids Conference; \$1,996.50.

In light of current budget constraints, the Board had concerns about approving **agenda item 8, funding travel expenses for Biosolids Vice-Chair to attend WEF 2012, Biosolids Conference**. If the Biosolids Committee would like to present additional information about the value of this action, the Board Chair could authorize use of funds for this purpose.

For **agenda item 9**, a request to **dismiss BACWA Permit Petitions and authorize the ED to retain assistance with dismissals**, the Board requested that Melissa Thorme review the petitions and notify them of specific concerns about dismissing them. Once recommendations from Ms. Thorme are reviewed by the Board this item will be brought back for consideration at the March Board meeting.

Under **agenda item 10**, the Board authorized the ED to proceed with **funding Electronic Reporting System Database Maintenance** by entering into an agreement with SFEI to complete Task 1. The ED

will obtain a more detailed scope for this task from SFEI prior to executing the agreement. *The motion was made by Ben Horenstein, seconded by Laura Pagano, and passed unanimously.*

For **agenda item 11, 2012-2013 Budget & Financial Issues** were reviewed in a discussion led by the ED. Agencies should send any policies related to consultant rates to the ED. The ED will draft a letter, for Board review, notifying BACWA members that dues will remain the same for 2012-13, but with the upcoming transition of the Executive Director position and impending costs surrounding nutrient issues, dues may increase in 2013-14. The Board will continue discussions and notify the membership of any planned increases for 2013-14 dues, prior to the end of the 2012 calendar year. The Board suggested including funds for another nutrient workshop in the 2012-13 budget. A detailed breakdown of the budget will be circulated to the Board.

A discussion surrounding **Nutrients, agenda item 12**, included an update on the **February 8, 2012 Regional Water Board hearing** and **short-term next steps**. A summary of key developments was included in the handout packet. The ED and HDR will work with CCCSD to determine when a meeting could be scheduled to update the POTW community about the impact of CCCSD's new permit requirements. As requested, the ED will provide the BACWA Board with a summary of Suisun Bay studies' interim results. The ED will also circulate a scope for facilitation services from CONCUR along with example assessments for Board feedback. Additionally, the Board and other interested persons will have the opportunity to review the draft section 13267 letter regarding effluent characterization and respond to the ED with any concerns by the end of the business day, today. The permits committee noted that the costs of additional testing and sampling for the effluent characterization study required by the draft 13267 letter could have significant financial impact on smaller agencies.

The next regular BACWA Board meeting will be held March 22, 2012 at the EBMUD Treatment Plant Operations Center from 9 a.m. – 12 p.m.

The meeting adjourned at 12:00 p.m.