



Executive Board Meeting Minutes

Monday, April 15, 2013, 1:00 p.m. – 4:00 p.m.
EBMUD Lab Library, 2020 Wake Avenue, Oakland, CA

ROLL CALL AND INTRODUCTIONS

Executive Board Representatives: Mike Connor, Chair (East Bay Dischargers Authority); Laura Pagano, Vice Chair (San Francisco Public Utilities Commission); Curt Swanson (Central Contra Costa Sanitary District); James Ervin (San Jose)

Other Attendees: Jackie Kepke (East Bay Municipal Utility District); Tim Potter (Central Contra Costa Sanitary District); Melody LaBella (Central Contra Costa Sanitary District); Dana Lawson (Central Contra Costa Sanitary District); Mary Lou Esparza (Central Contra Costa Sanitary District); Amanda Roa (Delta Diablo Sanitation District); Greg Baatrup (Fairfield-Suisun Sewer District); Bhavani Yerrapotu (Sunnyvale); Karin North (City of Palo Alto); David Senn (San Francisco Estuary Institute); Denise Conners (Larry Walker Associates); Tom Hall (EOA); Holly Kennedy (HDR); Jim Kelly (J.M. Kelly Engineering); Lorien Fono (Patricia McGovern Engineers); Dave Williams (BACWA); Alexandra Gunnell (BACWA).

PUBLIC COMMENT

There were no public comments.

CONSIDERATION TO TAKE AGENDA ITEMS OUT OF ORDER

The Board made a request to move the discussion of agenda item 8 before agenda item 7.

CONSENT CALENDAR

Agenda item 1 was approved in a motion made by Curt Swanson and seconded by Laura Pagano. The motion carried unanimously.

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REPORTS

Committee Reports were reviewed under **agenda item 2**.

The **AIR Committee** report was included in the handout packet. The Executive Director (ED) noted that their request for BACWA funding in 2014 would be discussed under agenda item 8.

The **BAPPG** report was included in the handout packet. Amanda Roa and Melody LaBella summarized noteworthy items and responded to related questions.

The ED reviewed the **Collection Systems** committee report, included in the handout packet, and notified attendees that BACWA is working with the Summit Partners to submit a letter to the State Water Board today to comment on the revised draft of the Amended Monitoring and Reporting Program (MRP) of the Sanitary Sewer System (SSS) Waste Discharge Requirements (WDR).

The **Recycled Water** committee report, included in packet, was reviewed.

There were no reports from the Executive Board representatives under **agenda item 3, Executive Board Reports**.

The **Executive Director's April Report** was included in the handout packet for **agenda item 4** and reviewed by Dave Williams. Tim Potter, Permits Committee Chair, noted that when the draft Letter of Agreement and outline of the draft Letter of Intent were presented at the last Permits Committee meeting there were no concerns voiced by meeting attendees. Further discussion of this topic was deferred until later in the meeting under agenda item 9. The Board inquired about whether the committee discussed the 2014 increase to Clean Bay Collaborative (CBC) member dues. Tim responded that it was mentioned to the Permits Committee meeting attendees and that no concerns were raised by attendees. The ED noted that the status of action items from the February and March BACWA Board meetings were included as attachments to his report; revision requests should be sent to the ED.

The **Regulatory Program Manager (RPM) Report** was included in the handout packet and reviewed by Lorien Fono under **agenda item 5**. Anyone interested in participating in the Toxicity Workgroup should contact Lorien. She also noted that she is in the process of scheduling a meeting for BACWA members and Western States Petroleum Association representatives to discuss Selenium criteria that will likely take place early May. The RPM has completed a draft report summarizing member permit compliance but will wait to distribute it until the May 23rd BACWA meeting.

The following **Chair and Executive Director Authorized Actions** were taken since March 28, 2013, listed under **agenda item 6**, and supporting information was included in the handout packet.

- a. Executive Director Authorization for Biosolids Committee Chair to attend WEF Biosolids Conference, estimated cost of \$2,341.00, FY 2012-13; File 12,931.

The Board recognized the valuable work performed on a volunteer basis by the BACWA committees and noted the importance of acknowledging their efforts.

OTHER BUSINESS

Agenda item 8 was taken out of order, as requested by the Board. The ED led a discussion on the draft **Fiscal Year 2013 BACWA/CBC Budget and Workplan**. The ED will follow up on items requested during the discussion, as follows, and present a revised version of the budget at the May 23rd Board meeting.

- The Board requested more information on the Recycled Water committee's request for funding.
- The Board requested a summary of Infoshare Group efforts and accomplishments over the past year.
- Discussions about BACWA funding of Collaboratives and Sponsorships will continue on May 23rd. BAPPG agreed to provide information on the Product Stewardship Institute and the California Product Stewardship Council, and Ben Horenstein and Mike Connor will be asked to speak about ReNUWIt. The annual contribution to FWQCB will also be considered.
- The Board requested that the AIR committee provide additional information to support their request for BACWA funding.

- The ED will investigate the potential for the RPM to provide support to committees that are requesting meeting administration assistance.
- It was suggested that the following items be moved:
 - Arleen Navarret Award from contingency to a more appropriate category; and
 - FWQCB from CBC to BACWA.
- The Collection Systems committee budget line will be increased to \$26,000 to accommodate the cost of renting a meeting venue.
- The ED will discuss SFEI's ERS proposal with Tom Hall and Mike Connor.
- Risk Reduction will continue to be funded at \$15,000 annually.
- "Chemicals of Concern" will be edited to read "Pesticide Support".
- Curt Swanson and Greg Baatrup will reach out to finance contacts at their agencies to get feedback on the value of BACWA's current Sewer Rate Survey.

As requested by the Board, the Permits committee will discuss BACWA's Triennial Review strategy at an upcoming committee meeting.

Under **agenda item 9a**, David Senn, provided information about **SFEI's Nutrient Strategy Development Plan**, and distributed a handout of proposed funding for 2014 (Year 1) and 2015 (Year 2). The ED will work with David Senn to 1) align the funding request with the decision tree, 2) revise the proposal to request \$675,000 from BACWA for 2014, and 3) list other potential sources of funding.

The ED provided a **Nutrients Governance Development Update** under **agenda item 9b**. At the Nutrients Task Force meeting on April 10th, Dave Sepos was asked to revise his facilitation scope of work to include outreach to the stakeholders listed on the most recent version of the Governance Structure Diagram. Naomi Feger and the ED will review the revised scope and circulate it to the BACWA Board for feedback.

Under **agenda item 9c, Nutrients Permit Concept Update**, the ED and Jim Kelly briefed attendees on their discussion with San Francisco Bay Regional Water Quality Control Board staff (SF Bay Water Board). During the meeting they were able to develop specific requirements that could be contained in a watershed permit. Jim Kelly will schedule a conference call to gain feedback from BACWA members, and those who are interested in participating should contact him. He will also present this information at the Permits Committee meeting on May 14th.

The ED led a discussion for **agenda item 9d, Meeting with Sacramento Regional Update**. During the meeting, representatives from Sacramento Regional expressed their desire to see SFEI investigations expand into the Delta. They are considering renewing their BACWA membership. They would like to be engaged in the current research and would consider contributing funds. They also expressed interest in the proposed Governance Structure, and the ED will consider working with Dave Sepos keep them informed. Sacramento Regional representatives noted that there may be opportunities for them to be engaged with BACWA on other issues as well.

As requested by the Board, **agenda item 7** was taken out of order. Under agenda item 7 the *Executive Board approved a contribution to **the Contribution to the San Francisco Estuary Partnership to Sponsor the Biennial State of the Estuary Conference, \$20,000, FY 2012-13; File 12,930.** The motion to approve was made by James Ervin and seconded by Curt Swanson. The motion passed unanimously.*

Principals' Endorsement of the Nutrients White Paper and Nutrients Position Paper, agenda item 10, was discussed. The Board will review the draft documents and send revision suggestions to Jim Kelly. Once revised, the ED and Jim Kelly will consider presenting them to the Permits Committee along with the Nutrients watershed permit proposed requirements to obtain member feedback, and estimate the number of supporting agencies.

For **agenda item 11, SSO Enforcement Options** were discussed. This item will be added to the agenda of the next Joint meeting for discussion with the SF Bay Water Board. It was suggested that BACWA may want to bring up this issue as well as the Nutrients Permit Concept as the upcoming East Bay general managers' meeting to acquire member feedback.

The ED reminded the Board that he will be on vacation following the CASA Spring Conference until May 5th.

The next monthly BACWA Board meeting is scheduled for, **May 23, 2013** at the EBMUD Treatment Plant Lab Library.

The meeting adjourned at 4:00 p.m.