



Executive Board Meeting Minutes

Friday, December 20, 2013, 9:00 a.m. – 12:00 p.m.
EBMUD Operations Center, 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); Jim Ervin (San Jose); Ben Horenstein (East Bay Municipal Utility District).

Other Attendees: Roger Bailey (Central Contra Costa Sanitary District); Melody LaBella (Central Contra Costa Sanitary District); Karri Ving (San Francisco Public Utilities Commission); Manon Fisher (San Francisco Public Utilities Commission); Vince DeLange (East Bay Municipal Utility District); Nirmela Arsem (East Bay Municipal Utility District); Joan Louie (East Bay Municipal Utility District); Amanda Roa (Delta Diablo Sanitation District); Greg Baatrup (Fairfield-Suisun Sewer District) Karin North (Palo Alto); Matt Krupp (Palo Alto); Craig Criddle (ReNUWIt); Richard Luthy (ReNUWIt); Perry McCarty (ReNUWIt); Andre Gharagozian (Carollo Engineers); Jim Kelly (San Francisco Estuary Institute); Denise Conners (Larry Walker Associates); Tom Hall (EOA); Monica Oakley (RMC); James Graydon (Brown and Caldwell); Rion Merlo (Brown and Caldwell); Lorien Fono (Patricia McGovern Engineers); Dave Williams (BACWA); Alexandra Gunnell (BACWA).

PUBLIC COMMENT

Jim Kelly notified the BACWA Executive Board of his new position as the Interim Executive Director for the San Francisco Estuary Institute (SFEI) and asked that they contact him with any suggestions for how SFEI can continue to improve their services to support BACWA's needs. The BACWA Board congratulated Mr. Kelly.

CONSIDERATION TO TAKE AGENDA ITEMS OUT OF ORDER

CONSENT CALENDAR

Agenda items 1 - 4 were approved in a motion made by Laura Pagano and seconded by Ben Horenstein. The motion carried unanimously.

1. November 15, 2013 BACWA Executive Board Meeting Minutes
2. September 2013 Treasurer's Report
3. October 2013 Treasurer's Report
4. Amendment 2 for SFEI Nutrient support agreement to extend termination date to June 30, 2014; File 12,680.

REPORTS

Committee Reports were reviewed under **agenda item 5**.

Lorien Fono, BACWA's Regulatory Program Manager (RPM), reviewed committee reports included in the handout packet from the AIR Committee, the Lab Committee, Permits Committee, and Recycled Water Committee.

BAPPG Chair, Karri Ving, reviewed the report that was included in the handout packet. As requested by the Board, she provided further clarification to the Univision scope of work explaining that the contract included fewer Public Service Announcements than previous years because the price of advertising has increased. The Board suggested that BAPPG communicate with Greg Kester to make the California Association of Sanitation Agencies (CASA) aware of SFPUC's legal efforts to address issues related to flushable wipes.

The BACWA Executive Director (ED) and the Biosolids Committee Chair, Matt Krupp, informed attendees that CalRecycle is looking at possible changes to regulations concerning the use of biosolids in landfills. The Biosolids committee will continue to monitor this activity through communications with CASA and will keep the Board informed of further developments.

Monica Oakley explained that the Collection Systems Committee did not meet in December and therefore did not include a report in the handout packet. Their next meeting is scheduled for January 16th.

Executive Board representatives (Board) were given an opportunity to provide updates from each of the Principal agencies under **agenda item 6, Executive Board Reports**.

Roger Bailey was introduced as the new General Manager of Central Contra Costa Sanitary District (CCCSD). They are currently seeking a Director of Engineering and a Director of Administration. BACWA's RPM will include links to the job postings on the CCCSD website in BACWA's upcoming newsletter.

Ben Horenstein of East Bay Municipal Utility District (EBMUD) reported that they have been awarded \$500,000 of their \$800,000 EPA grant proposal for sidestream treatment. SFEI and BACWA member agencies are participating in this project and EBMUD is investigating opportunities to link this effort with possible Nutrient Watershed Permit requirements.

Laura Pagano of the San Francisco Public Utilities Commission (SFPUC) reported that Nancy Stoner, US EPA Acting Assistant Administrator for Water, recently visited and toured their new administrative building. She also noted that their ocean outfall end gate has been replaced and they are continuing to assist with Treasure Island clean up efforts.

Jim Ervin reported that San Jose has submitted their application for permit reissuance and are on schedule for renewal in August.

Mike Connor of the East Bay Dischargers Authority (EBDA) informed attendees that agencies interested in participating in the development of a regional wetlands project proposal for IRWMP funding, should contact EBDA.

The **Executive Director's (ED) December Report** was included in the handout packet for **agenda item 7** and reviewed by Dave Williams. He noted that the Bodcal and running list of Board meeting

action items were included as attachments to the Executive Director's Report, and that he will restart tracking the total number of action items beginning in 2014. He mentioned that Jim Kelly is expected to serve as SFEI's Interim Executive Director for next three to six months as they continue efforts to find a permanent replacement. Also attached to the report was information on NACWA's amicus brief filing; the ED will continue keep Board informed about this effort. Dave Sedlak will attend the February 20th BACWA Board meeting to discuss opportunities for working with ReNUWit. The ED also explained that he attended the recent BAPPG meeting where he presented the idea of BAPPG becoming a BACWA-financed committee and noted that he received favorable feedback from attendees. He will continue to discuss the proposed changes with member agency managers and then return to Board with their feedback and possibly a proposal. Work to incorporate AIR as a BACWA-financed committee will begin once efforts with BAPPG have concluded. Information from the Bay Protection Behavior Change Group (BPBCG) was included with the ED report. Attendees were informed that the BPBCG work will cease and the remaining balance of funds will be refunded to contributors. BACWA is expected to receive approximately \$7,000.

The **Regulatory Program Manager (RPM) Report** was included in the handout packet and reviewed by Lorien Fono under **agenda item 8**. Mike Connor recommended that attendees review the table attached to the RPM report from the recent Regional Monitoring Program (RMP) Sources, Pathways, and Loadings Workgroup Meeting outlining Pollutant Specific Management Question Details.

The following **Chair and Executive Director Authorized Actions** were taken since the November 15, 2013 Board meeting, listed under **agenda item 9**, and supporting information was included in the handout packet.

- a. Chair Authorization to execute agreement with Univision for BAPPG FOG Outreach support not to exceed \$8,000; File 13,108.

- b. Executive Director Authorization to execute agreement with Jennifer Jackson for BAPPG Steering Committee support not to exceed \$4,999; File 13,120.

OTHER BUSINESS

For **agenda item 10**, the Board was asked to approve a request to **Grant the Chair Authority to Execute a Revised Contract with Solano Community College for Water Operator Training Program, for the Spring 2014 Semester**. *In a motion made by Jim Ervin and seconded by Mike Connor the Board approved the request unanimously.*

The ED explained that concerns raised by the BACWA Board earlier this year regarding BACWA's financial liability will be addressed in the Spring 2014 agreement and future agreements. Water Operator Training program representatives and BACWA have agreed that BACWA will not sign contracts with Solano Community College for any amount greater than what is available in their account at the time of contract approval. The Board noted that BACWA should consider whether this policy could hinder the program. They also requested that BACWA legal counsel review the agreement template to verify that it addresses BACWA's financial liability concerns.

Under **agenda item 11** the ED reviewed the draft agenda for the **Annual Member Meeting** that was included in the handout packet. He explained that Felicia Marcus cannot attend and requested recommendations for another representative from the State Water Resources Control Board. It was recommended that the ED consider increasing the amount of time allotted for Nutrients to allow David Senn more time to present and for the audience to pose questions to SF Bay Water Board staff. The ED will investigate extending the meeting until 3:30 p.m. and consider moving AIR and regulatory updates to the afternoon. It was also noted that the Board should determine if there is any information about fiscal year 2015 member fees that should be conveyed to attendees, and other BACWA Board and member representatives may be considered to present some topics currently assigned to the ED.

For **agenda item 12**, the ED reported that he is currently working to schedule a **Joint SF Bay Water Board / BACWA meeting** and outlook invitations will be e-mailed once the date is confirmed.

For **agenda item 13, IRWMP Update**, the ED explained that BACWA has been investigating opportunities for developing a regional project proposal to apply for Prop 84 round 3 grant funding. The Recycled Water committee has projects that they are planning to submit. Brian Campbell, former BACWA representative for the IRWMP, is available to assist with regional project development efforts, and the ED is working to schedule a meeting for Brian and interested member agency representatives. He noted that SFEI's moored sensor project may be considered and that the BACWA Board will need to decide if they would like to recommend a representative that could replace Brian to serve as a BACWA IRWMP representative with Cheryl Munoz and Linda Hu.

Under **agenda item 14** the ED reviewed proposed revisions to the **Arleen Navarret Biennial Award** guidelines. Mike Connor spoke on behalf of the selection panel and announced that Amanda Roa has been chosen, from a pool of highly qualified candidates, to be the this year's award recipient. The award will be presented to her at the BACWA Annual meeting in January.

For **agenda item 15**, the ED reviewed proposed **Guidelines for Representing BACWA**. The Board and other attendees expressed their support for the proposed guidelines and it was noted that it may be necessary to convey them on an annual basis to all BACWA representatives. The Board also mentioned that when representatives are speaking they should clarify whether they are expressing viewpoints from their agency or from BACWA. ED requested feedback on the proposed guidelines and will revise the document as necessary.

The **2014 BACWA Executive Board Calendar** was included in the handout packet for **agenda item 16** and the ED noted important dates for the upcoming year, including a recommended schedule for FY2015 Budget Planning.

Under **agenda item 17, ReNUWIt** representatives, Craig Criddle, Perry McCarty, and Richard Luthy provided a presentation on a mobile pilot laboratory project under development by the Stanford Resources Recovery Research Center (R3C). The cost for BACWA to participate would be a total of \$300,000 for one trailer, based on a per trailer annual cost of \$100,000, a student cost of \$50,000 per year, for a fabrication and testing time of two years. The BACWA Board requests that the ED

circulate a draft MOU/MOA for Board review and feedback before moving forward with a decision to participate in the project.

For **agenda item 18, WERF/ReNUWIt collaboration** opportunities for BACWA were discussed. Interested agencies can participate in a conference call scheduled for January and should contact Mike Connor.

Under **agenda item 19** the ED provided an update to the Board regarding BACWA's **Nutrient** efforts.

The next regular monthly BACWA Board meeting is scheduled for, **February 21, 2014 at SFPUC, 525 Golden Gate Avenue, San Francisco.**

The meeting adjourned at 12:00 p.m.