BAY AREA CLEAN WATER AGENCIES

ENGINEERING INFOSHARE GROUP

MEETING MINUTES

MARCH 20, 2006

Participants:

Rolf Ohlemntz,	Vallejo Sanitation District
Sami Ghossain,	Union Sanitary District
Paul Winnicki,	West County Wastewater District
Ken Cook,	West County Wastewater District
Craig Dksay	Novato Sanitary District
Sandeep Karkal,	Novato Sanitary District
Ken Katen,	Central Marin Sanitation District
Greg Baatrup,	Delta Diablo Sanitation District
Ann Farrell,	CCCSD
Ray Goebel,	EOA

Action Items:

1. The EIS Group will meet on
   - April 10, 2006 at West County Wastewater Districts
     - Residential Densification and Commercial Development
   - June 12, 2006 at the Vallejo Sanitation District
     - Decisions to use In-House Engineering vs. Outsourcing
   - August 7, 200 at the Union Sanitary District
     - Information Management to Support Engineering
   - October 9, 2006 at a location to be determined
   - December 11, 2006 at a location to be determined

2. The agenda for the April 10, 2006 Meeting will focus on Residential Densification and Commercial Development, including:
   - Criteria for Permit Approvals and Fees

- How different BACWA Members promote and regulate different kinds of development
- Impacts to Collection Systems, Treatment and Capacity and Efficacy

3. The agenda for the June 12, 2006 Meeting will be on Decisions on use of In-house vs. Outsourcing of Engineering talent, including;
   - Collaboration on successful outsourcing
   - Efficiencies and inefficiencies related to outsourcing
   - Staff Authority
     - How
     - What
     - Who

4. The agenda for the August 7, 2006 Meeting will be on Information Management to Support Engineering including;
   - Report from participants on what information management system each agency is using and why
   - Successes
   - Pump Station Automation and Redundancy
   - Reliability
   - Use of GDI

Discussion:

➢ At the First Meeting of the EIS Group on March 20, 2006, the group brainstormed the main issues that the group may want to discuss. These were then categorized by the following categories:
  1. Regulatory
  2. Treatment
  3. Collection
  4. New Development
  5. Staff
  6. Tools/Control IT
  7. Engineering Planning

Below see these number for each of these categories attached to the topics

➢ The topics brainstormed and then categorized were:
  - Interface of Regulatory Engineering Issues – 1.
  - Information Management to Support Engineering Automation – 6
  - Recruiting/Retention for in-house team – 5
    - Bigger issues for public agencies
    - Quality of work from consultants
  - Treatment Process Engineering Issues - 2
  - Decision on when to repair vs. replace (lifecycle) – 2 and 3
  - Laterals – 3

- Collection System design/size (includes regulatory issues) – 3
- Treatment plant capacity in wet weather – 2
- Encroaching residential/commercial development (and odor) – 4
- Residential deinstenseficaiton and new commercial development -4
  - Permitting and development services
  - Strain on collection and treatment systems
- Large CIP – decisions on in – house vs. outsourcing of engineering work – 1,2,3,4
  - Out sourcing and creating efficiencies
  - Collaboration among EIS group
- Conceptual and Full planning of new capital projects – 7
- Development of grants and developer funding – 7
- Flooding and Storm water – 2,3

➢ The group may change as the different topics are placed on the agenda, the idea of picking topics for specific meetings is to ensure that the right or most interested and experience engineering staffs from the BACWA member are coming to the meeting to participate. As the discussion progress, the group can decide if the topic should be carried over to a subsequent agenda or what the next steps should be

➢ With each topic the group will look for a discussion leader to get the group started on the discussion

➢ Michele Pla will facilitate the meetings and prepare notes

➢ The group at this point continues to be an information sharing group, but it has the options to do a variety of other things such as:
  - Prepare issues papers on specific topics
  - Develop protocols or positions for BACWA member
  - Bring in speakers on specific topics
  - Work with other BACWA Committees on specific issues.

➢ The next meeting of the EIS Group will be April 10, 2006 at the West County Wastewater District. Paul Winnicki will send out some information to support the discussion.