



Executive Board Meeting Minutes

December 18, 2015

ROLL CALL AND INTRODUCTIONS

Executive Board Representatives: Laura Pagano (San Francisco Public Utilities Commission); Jim Ervin (San Jose); Mike Connor (East Bay Dischargers Authority); Ben Horenstein (East Bay Municipal Utility District); Lori Schectel (Central Contra Costa Sanitary District).

Other Attendees:

Name	Agency/Company
Amanda Roa	Delta Diablo
Amy Chastain	SFPUC
Denise Connors	LWA
Dr. Rebecca Sutton	SFEI
Greg Baatrup	FSSD
Holly Kennedy	HDR
Karin North	Palo Alto
Melody LaBella	CCCSD
Nohemy Revilla	SFPUC
Sarah Deslauriers	Carollo
Tom Hall	EOA
Warner Chabot	SFEI
Nirmela Arsem	EBMUD
Robert Wilson	Petaluma
Rhodora Biagtan	DSRSD
Caitlin Sweeney	CCMP
Darcy Luce	CCMP
Jim Graydon	Brown & Caldwell
David Williams	BACWA
Lorien Fono	BACWA
Sherry Hull	BACWA

PUBLIC COMMENT

None.

CONSIDERATION TO TAKE AGENDA ITEMS OUT OF ORDER

None.

CONSENT CALENDAR

1. November 20, 2015 BACWA Executive Board Meeting Minutes
2. October, 2015 Treasurer's Reports

Assistant Executive Director provided an update on the FY16 BACWA Invoicing.

Consent Calendar items 1 and 2 were approved in a motion made by Ben Horenstein and seconded by Lori Schectel. The motion carried unanimously.

APPROVALS & AUTHORIZATIONS

None.

OTHER BUSINESS-POLICY/STRATEGIC

Agenda **Item 3** – Discussion: Microplastics. An email from the San Francisco Estuary Institute, along with the RMP manuscript on microplastics and the proposal to develop a Microplastics Strategy through the RMP, were included in the Handout on Pages 15-40. The Chair of the BACWA Lab Committee gave an update on the progress the Committee is making on protocols for better quantification of microplastic loadings from POTWs. A time frame for conducting the study of microplastics in effluent has not yet been determined. First, analytical methods must be developed and it must be determined if previous studies are valid. The Committee may need some consultant assistance at some point and if so will bring a request to the Board for approval of funds. The workgroup also needs help with the literature search, since they don't have access to scientific journals. Warner Chabot, SFEI Executive Director, described SFEI's activities pertaining to microplastics. They have just begun to scratch the surface but understand that microplastics are a source control issue, not a treatment plant issue. They are developing a microplastics strategy to help all the stakeholders coordinate efforts. There are no funds available in the RMP Program in 2016 for additional work on the issue, so the Steering Committee has recommended the use of \$25,000 from Reserves for a workshop convening a panel of experts on the issue in early 2016, The Workshop should include the involvement of the State Water Board and the EPA. Consensus on definitions is needed with a goal of determining a strategy that leads to the next steps. SFEI has begun preliminary outreach to the outdoor recreation industry to address source control of garment plastic fibers. A manuscript on the SFEI microplastics occurrence study has been circulated to BACWA for comment. Comments from BACWA are requested by January 22, 2016. SFEI suggests that there be even more POTW participation moving forward to help ensure that a thoughtful, careful approach on this issue is developed. BACWA's representatives on the RMP steering committee will help determine the future efforts needed to better understand microplastics.

Agenda **Item 4** – Discussion: Nutrients

a. Regulatory

- i. HDR Quarterly Update – HDR provided an update of the ongoing Optimization and Upgrade Studies. HDR gave an overview of the status of the studies. The scoping plan, evaluation plan and data collection are complete and they are now performing the analysis of opportunities for optimization and upgrades at individual agencies. The budget is about one-half spent. They have developed a recycled water survey to

better understand the reduction in nutrient loads through consumptive reuse, both currently and projected into the future. They have also developed a CIP survey so that BACWA can understand agencies' plans to implement nutrient removal as we move into negotiations for the next Watershed Permit. The estimated completion date of the recycled water questionnaire is January. HDR estimates that the CIP questionnaire will be distributed in January. Thirty-two of the thirty-seven POTWs are candidates for sidestream nutrient reduction, and sidestream projects are being viewed as falling into the Optimization portion of the Watershed Permit. An open question is if parameters should be provided for determining if sidestream falls into optimization or upgrade. This will be further discussed by the CMG. The next focus will be on individual plants: needs analysis, cost estimates, and summaries.

Individual reports will begin to come out at the end of February and be circulated to the individual agencies for Sign-off. A complete draft report is expected by mid-2016, and the final report will be submitted to the Water Board in November 2016. HDR will provide a draft presentation for the BACWA Annual Members' Meeting to the CMG.

- ii. BACWA Approach on Dealing with Nutrients – An introduction to BACWA's Approach to the Nutrient Issue was included in the Handout on Pages 41-42. San Jose provided a short presentation on fish trawl results from earlier in December. They are just beginning to understand the hydrologic and biogeochemical dynamics of the nutrient enriched portion of the Estuary. Biological indicators continue to show full, uninterrupted attainment of beneficial uses. The Board agreed that BACWA's goals should go beyond regulations and focus on nutrient management strategies, and be reflected accordingly in the document. The Executive Director will be looking for input from the Board for developing the internal framework for the approach to nutrients.
- iii. Key Issue on Approach to Next Permit – The Executive Director noted that it is not too early to get started on discussing the framework for the next watershed permit. Issues to address include funding increases, possible pursuit of a new permit before 2019, determining which agencies are pursuing early actions, what the actions are and when they will be instituted. If early actions are required by the permit, how can BACWA support agencies who pursue them? Who will a multi-benefit approach help, and how will such an approach be funded? Regional Planning would address multi-benefit projects, as has been taking place in the Lower South Bay with SCVWD's participation. What other strategies might be pursued? How important is certainty to BACWA members? The Board agreed that BACWA should begin now to develop key questions.

b. Technical Work

- i. Documents for Review – A Technical Review on Nutrient Management Strategy Documents was included in the Handout on pages 43-46. The Board agreed that an RFP for a \$35K proposal should be developed with a focus on the assessment

framework. The Bay Delta workshop to identify remaining important science questions has been postponed until June 2016.

c. Governance Structure -

- i. Debrief on Planning Subcommittee Meeting #15 – A Meeting Summary of Planning Subcommittee Meeting #15 was included in the Handout on Pages 47-51. The Executive Director gave an overview of the summary. He noted that there was lots of discussion on program coordination. BACWA supports a Program Coordinator within SFEI on a pilot basis with \$100K budget.
- ii. Debrief on Steering Committee Meeting #7 – A SF Bay Nutrient Management Program document was included in the Handout on pages 52-76 and a link to the NMS Steering Committee Meeting Materials was provided (<http://sfbaynutrients.sfei.org/books/nms-steering-committee-meeting-materials>). Following an overview the Board members complimented the Program document. The Steering Committee is now meeting quarterly.

Agenda **Item 5** – Discussion: Joint Water Board Meeting Debrief – Minutes of the December 21, 2015 Joint Water Board Meeting were included in the Handout on Pages 77-79. The Executive Director highlighted item #3, the Triennial Review, and mentioned that he spoke in favor of removing the shallow discharge prohibition from the Basin Plan.

Agenda **Item 6** – Discussion: Policy on Class of Membership – A proposed BACWA Policy on Class of Membership was included in the Handout on Pages 80-81. The Executive Director pointed out the addition of language addressing non-BACWA members.

OTHER BUSINESS-OPERATIONAL

Agenda **Item 7** – Discussion: Biannual Update on CWCCG – Sarah Deslauriers provided an update on the California Wastewater Climate Change Group. CWCCG is now a part of CASA and is funded by CASA. They are working to identify ways that POTWs can contribute to meeting the Governor's Greenhouse Gas reduction goals, as expressed by the Climate Change Pillars. They will be engaging BACWA on a wastewater treatment process survey that will help inform a CARB study of process emissions. A copy of the presentation can be found on the BACWA website at <http://bacwa.org/document/cwccg-issues-update-12-18-15/>.

Agenda **Item 8** – Discussion: CTR Monitoring Reductions – A link to the Alternate MRP Administrative Draft was provided (<http://bacwa.org/?p=3624>). The order will allow agencies to opt into a decreased monitoring and reporting program in exchange for increased RMP funding. The RMP will include a surcharge on their next invoice that agencies can decide whether or not they will pay. If an agency opts out of paying the RMP fee, the Regional Water Board will check to ensure that monitoring has been done. The BACWA Permits Committee will develop a comment letter on the Tentative Order.

Agenda **Item 9** – Discussion: Annual Meeting Agenda – A final draft of the Agenda for the January 15, 2016 Annual Member’s Meeting was included in the Handout on Pages 82-83.

Agenda **Item 10** – Discussion: Dechlorination Studies - A Total Chlorine Residual Study for Southeast Water Pollution Control Plant from Hazen and Sawyer was provided in the Handout on Pages 84-86. An initial scope has been delivered with more details to follow after their kickoff meeting with SFPUC.

Agenda **Item 11** – Discussion: FY17 Budget Planning – A FY 2017 Proposed Budget Planning/Adoption Timeline and KEY BACWA BUDGET ASSUMPTIONS FOR FY 17 were included in the Handout on Pages 87-90. The Financial Committee will meet in February, 2016.

Agenda **Item 12** – Discussion: Drought/Recycling -

- a. CCMP Comments – A link to the Comprehensive Conservation Management Plan (CCMP) Comments was provided (<http://www.sfestuary.org/ccmprevision/>). Caitlin Sweeney and Darcy Luce from SFEI gave a presentation to the Board. A copy of the presentation can be found on the BACWA website at <http://bacwa.org/document/ccmp-presentation-12-18-15/>. The CCMP is a nonregulatory document that aims to increase water recycling, promote indirect potable reuse (IPR) and work on development of direct potable reuse (DPR) standards. The Board commented that the document needed to recognize the importance of freshwater discharges to the environment, as well as the importance of Reverse Osmosis concentrate management. Additionally, the recycled water committee commented that the IRWM process was not the correct venue for developing recycled water plans, although they could be eventually incorporated into the IRWMP.
- b. Prop 1 Available Funding – An email from SFEI on Prop 1 Available Funding was included in the Handout on Page 91. SFEI proposes to host a gathering to discuss developing a proposal on reverse osmosis management. BACWA will participate with Sunnyvale, San Jose, and the Chairs of the Permits and Recycled Water Committees attending.

Agenda **Item 13** – Discussion: WOT Update – It was noted that BACWA reached out to Bayworks to determine if they were interested in taking over management of the WOT program. They do not have the resources. BACWA will continue to support WOT as a program of special benefit.

Agenda **Item 14** – Discussion: Update on Information Gathering Requests – There have been several requests for information from the Regional Water Board staff and from members that BACWA is working to address. The RPM distributed a matrix showing the status of these information requests. BACWA is in the process of developing a pilot online venue with two goals: 1) a forum for issues not covered in Committees; and 2) a space to share documents of mutual interest.

Agenda **Item 15** – Discussion: ReNUWIt Update – An email from Stanford University on the ReNUWIt IAB Meeting and Agenda, scheduled for January 11-12, 2016, and an Executive Summary on ReNUWIt was included in the Handout on Pages 92-98. The Executive Director will provide the Board with information on what BACWA receives from its participation as a supporter of ReNUWIt to help the Board determine if future support is warranted.

Agenda **Item 16** – Discussion: FWQC Dues – An email on Federal Water Quality Coalition dues for FY16 was included in the Handout on Page 99. This will be discussed by the Financial Committee for the FY17 budget.

REPORTS

Agenda **Item 17** – Committee Report – BACWA Committee Reports were included in the Handout on Pages 100-115.

AIR Committee: a report from the December 10, 2015 Meeting was included in the Handout on Pages 100-101. The Committee expressed a concern for the level of support that will be received as the Committee continues to transition to a full BACWA Committee.

BAPPG: A report from the December 2, 2015 Meeting and a Comment Letter to the US Food & Drug Administration on “Opposition to FDA Recommendations to Flush Certain Medications and Harmonizing Federal Agency Messaging on Safe Medicine Disposal” was included in the Handout on Pages 102-106. It was agreed that BACWA would sign the Comment Letter.

Biosolids Committee: A report from the October 22, 2015 meeting was included in the Handout on 107-109.

Collections Committee: A Survey on Private Sewer Lateral Ordinance for Inspection/Repair was included in the Handout on Pages 110-112.

Asset Management InfoShare Group: No Report was included in the Handout.

Operations and Maintenance InfoShare Group: No Report was included in the Handout.

Lab Committee: A report from the December 9, 2015 meeting was included in the Handout on Page 113.

Permits Committee: Two reports from the December 15, 2015 was included in the Handout on Pages 114-115.

Pretreatment Committee: No Report was included in the Handout.

Recycled Water Committee: No Report was included in the Handout.

Agenda **Item 18** - Discussion: Member Highlights - Executive Board Representatives (Board) were given an opportunity to provide updates from each of the Principal agencies. Non-principal members were also given an opportunity to report out on behalf of their agencies. No actions were taken on the report-outs.

EBDA: Currently doing outfall inspections and maintenance.

EBMUD:

Central Contra Costa:

San Francisco: EPA recently spent three days at SFPUC with a collection systems focus.

San Jose:

Palo Alto:

Delta Diablo:

Petaluma:

Agenda **Item 19** - The **Executive Director's Report**, along with the Board Calendar, BACWA Action Items, and Key Dates for 2016, were included in the Handout on Pages 116-124.

It was noted that all action items from FY15 have been completed and 25 of the 29 action items from FY16 have been completed.

Agenda **Item 20** - The **Regulatory Program Manager (RPM) Report** was included in the Handout on Page 126.

Other BACWA Representative Reports were given an opportunity to provide updates under **agenda Item 21, Other BACWA Representative Reports.** No actions were taken based on the reports.

- a. RMP-TRC: Rod Miller; Laura Pagano – No report.
- b. RMP Steering Committee: Karin North; Jim Ervin – No report.
- c. Summit Partners: Dave Williams – No report.
- d. ASC/SFEI: Laura Pagano; Dave Williams - The ASC/SFEI Joint Board Meeting Agenda DRAFT was included in the Handout on Pages 127-128. Additionally a link was provided to the Board Meeting Materials (<http://bacwa.org/?p=3626>).
- e. Nutrient Governance Steering Committee: Ben Horenstein; Jim Ervin – No report.
- f. SWRCB Nutrient SAG: Dave Williams – No report.
- g. SWRCB Focus Group – Bacterial Objectives: Lorien Fono; Amy Chastain – No report.
- h. SWRCB Focus Group – Mercury Amendments to the State Plan: Tim Potter – No report.
- i. Nutrient Technical Workgroup: Eric Dunlavey – No report.
- j. NACWA Taskforce on Dental Amalgam: Tim Potter – No report.

- k. BAIRWMP: Cheryl Munoz, Linda Hu, Dave Williams – An email from the State Coastal Conservancy was include in the Handout on Pages 129-130.
- l. NACWA Emerging Contaminants: Karin North, Melody LaBella – No report.
- m. CASA Statewide Pesticide Steering Committee: Melody LaBella – No report.
- n. CASA State Legislative Committee: Lori Schectel – Will provide a copy of SB163 to BACWA.

SUGGESTIONS FOR FUTURE AGENDA ITEMS:

ANNOUNCEMENTS:

The BACWA Annual Members' Meeting will be held on **January 15, 2015, 8:30 am – 3:30 pm**, at the **Boy Scout Headquarters, 1001 Davis St., San Leandro, CA.**

The next regular meeting of the Board is scheduled for **February 19, 2016 from 9:00 am – 12:30 pm** at the **SFPUC, Hetch Hetchy Room, 13th Floor, 525 Golden Gate Ave., San Francisco, CA.**

The meeting adjourned at 12:50 pm.