



# Executive Board Meeting Minutes

December 15, 2017

## ROLL CALL AND INTRODUCTIONS

Executive Board Representatives: Jim Ervin (San Jose); Lori Schectel (Central Contra Costa Sanitary District); Laura Pagano (SFPUC); Mike Connor (East Bay Dischargers Authority); Eileen White (East Bay Municipal Utility District).

### Other Attendees:

<u>Name</u>	<u>Agency/Company</u>
Amanda Roa	Delta Diablo
Eric Dunlavey	San Jose
Holly Kennedy	HDR
Jim Graydon	Woodward & Curran
Karin North	City of Palo Alto
Tom Hall	EOA, Inc.
Ryan Batjiaka	SFPUC
Sarah Scheidt	City of San Mateo
Dave Richardson	RMC
Yun Shang	EBMUD
Bhavani Yerrapotu	City of Sunnyvale
David Senn	SFEI
Jim Graydon	Woodward & Curran
Alicia Chakrabarti	EBMUD
Karri Ving	SFPUC
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 17, 2017, BACWA Executive Board Meeting Minutes – The approved minutes will be posted on the BACWA website.
2. October 2017 Treasurer’s Reports and Financial Summary – A Financial Summary Report was included in the Packet. A copy of the FY17 Budget as of October 31, 2017, (33% of the fiscal year) was included. It, along with the Summary, provides the Board with a concise overview of the Fund Balances and the current status of the Annual Budget and points out any variances in

the budget to date. The Executive Director noted that the Funds Report includes a report on the Alternative Investments and, because those investments are less liquid than previous investments, a report on BACWA liquidity in also provided.

*Consent Calendar items 1 and 2: A motion to approve was made by Mike Connor and seconded by Jim Ervin. The motion was approved unanimously.*

### **APPROVALS & AUTHORIZATIONS**

**3.** Approval: Board Approval of EOA, Inc. Chlorine Residual Basin Plan Amendment Technical Assistance – A Board Authorization Request and an Agreement with three Exhibits were included in the Packet. The Executive Director gave an overview.

*Items 3: A motion to approve was made by Jim Ervin and seconded by Mike Connor. The motion was approved unanimously.*

**4.** Approval: Board Approval of an Amendment to the Proposition 84 Grant Agreement – A Board Authorization Request and an Amendment to the Proposition 84 Grand Agreement were included in the Packet. The Executive Director gave an overview of the request.

*Items 4: A motion to approve was made by Jim Ervin and seconded by Mike Connor. The motion was approved unanimously.*

### **OTHER BUSINESS-POLICY/STRATEGIC**

Agenda **Item 5** – Discussion: Nutrients

a. Regulatory

- i. Optimization /Upgrade Study Update – A Summary Final Report Outline from HDR was included in the Packet. The Executive Director gave an overview of the outline and asked the Board for feedback. HDR noted that the final report will contain an Executive Summary and copies of all individual agency reports which will be reviewed with each agency, and certified by each agency, prior to submitting the report. The Board noted that item 6, Conclusions, is key. A Board member asked if, once all the individual agency reports are finalized, there might be a one-time opportunity for a presentation of the recommendations for each of the 37 agencies. Several members supported this and BACWA staff will investigate the possibility of a workshop during the summer of 2018.
- ii. Facility Report Sign-Off Letter – The final Facility Report Sign-Off Letter was included in the Packet. The Executive Director gave an overview and the letter, signed by each agency’s representative, will be included in each facility report.

- iii. Sea Level Rise Risk Planning – The Executive Director gave a presentation on potential options for addressing the specific interests of the Water Board on sea level rise in the regional study. A Board member gave some examples of sea level rise forecasts and possible projected scenarios. The facility reports will contain the most recent information for each agency. The Board concurred that for the Regional Study estimates should be neither overly optimistic nor pessimistic but rather should rely on the best scientific information available at the time from US Government agencies (i.e. NOAA, etc.).
- b. Technical Work -
  - i. Advance of Science Funding from 2<sup>nd</sup> Watershed Permit – The Science Manager gave a presentation on the timing of the process and funding for major needs which must be responsive to and driven by management decisions; be driven by rigorous science; and hit targets of both time and confidence levels in predictions. He compared the current funding plan with additional funds projected to be available in FY20 vs. advanced funding in FY19. Early project options include: building program capacity and infrastructure to allow greater output (model sharing architecture outsourcing and fundraising); and integrated biochemical studies. The Board generally supported front loading the funding if the science studies can be tied back to answers to the correct questions. A Board member asked if the Regional Board will be providing additional funds and this will be addressed at a future joint meeting. A proposal for a decision on advanced funding will be on a future Executive Board meeting agenda.
- c. Governance Structure –
  - i. Planning Subcommittee Meeting #29 Debrief – The Minutes from the November 21, 2017 meeting was included in the Packet. The Executive Director gave an overview of the discussion on the Science Manager’s report noting that the Program Coordination team has submitted a grant application for Measure AA funds for use on the San Leandro Treatment Wetland for Pollution Reduction, Habitat Enhancement, and Shoreline Resiliency. The Executive Director also noted that the Program Coordination is now being funded by the NMS.
  - ii. Steering Committee Meeting #15 Debrief – The Draft Meeting Summary of the December 8, 2017 meeting was included in the Packet. The Executive Director gave an overview noting the key points are the Science Manager’s discussion of funding, and that the Steering Committee approved \$50,000 of the BACWA voluntary contribution to SFEI for two projects.

**Agenda Item 6 – Discussion: Joint Meeting with the Water Board Debrief – A Meeting Summary from the December 4, 2017 meeting was included in the Packet. The ED/RPM gave an overview noting that the Water Board was briefed on the status of the 2<sup>nd</sup> Watershed Permit and that BACWA can provide materials to the Water Board for their Regional Board Meeting in July when the 2<sup>nd</sup> Watershed Permit process will begin.**

Agenda **Item 7** – Discussion: Microplastics -

- a. Ocean Litter Protection Strategy – The California Ocean Protection Council priorities was included in the Packet. The Regulatory Program Manager highlighted the focus on method development and pollution prevention messaging informed by science.
- b. SFEI Microplastics Abstracts – Four SFEI Abstracts on microplastics were included in the Packet. The Regulatory Program Manager noted that these are the basis for posters and presentations for a conference in March 2018. It was also noted that new standard operating procedures using spectroscopy to positively identify plastics will be used going forward.

Agenda **Item 8** – Discussion: SFPUC Biosolids Resources Update – SFPUC gave a presentation on the current status of the ongoing studies on biosolids, particularly greenhouse experiments and the role of biosolid soil amendment management plays in mitigating climate change by sequestering carbon.

Agenda **Item 9** – Discussion: Regulatory Focus for Annual Meeting Presentations – The Executive Director gave a list of BACWA’s priorities that could be used by the regulators to direct their presentations and asked for input from the Board. The Board gave feedback on priorities for the program.

Agenda **Item 10** – Discussion: CMSA Tentative Order –A LINK to the TO was included in the Packet. The Executive Director gave an overview and noted that a comment letter has been submitted. The Board did not support testimony from BACWA at the January 10 adoption hearing.

## **OTHER BUSINESS-OPERATIONAL**

Agenda **Item 11** – Discussion: AQPI Presentation – This item was cancelled and moved to the February 2018 agenda.

Agenda **Item 12** – Discussion: Annual Meeting Planning– A final program for the January 19, 2018 BACWA Annual Meeting was included in the Packet. The Executive Director gave an overview of the program and asked the Board if there were any suggestions for changes. The Board made suggestions for Hot Topics which will be incorporated into the final program.

Agenda **Item 13** – Discussion: Annual Meeting: Questions for Poll Everywhere – The Executive Director provided several suggestions for polling questions throughout the annual meeting and asked the Board for input. The Board made suggestions for questions which will be incorporated into the final program.

Agenda **Item 14** – Discussion: Arleen Navarret Award for 2018 Update – The Executive Director

announced that the winner of the Arleen Navarret Award for 2018 was chosen by the Selection Committee that consisted of Laura Pagano, Mike Connor, and Amanda Roa. The winner is Ms. Leah Walker of the City of Petaluma. The Award will be presented at the BACWA Annual Meeting in January. It was noted that Ms. Walker will not be available to attend, but the City of Petaluma will provide a video honoring her.

**Agenda Item 15** – Discussion: BACWA Representative for CPSC Policy Education Advisory Committee – The Executive Director gave an overview of BACWA Policy on the appointment of BACWA Representatives to outside organizations. The BAPPG Committee believes that having a BACWA Representative on the Education Advisory Committee would provide BACWA with a voice on the direction of the CPSC and would help justify BACWA’s annual contribution to the work they do. The Executive Director noted that the BAPPG Chair has volunteered for the position and asked if the Board had other suggestions. No additional suggestions were provided. BACWA staff will bring back a Board Authorization Request at a future Board meeting.

**Agenda Item 16** – Discussion: BACWA Membership Satisfaction Survey Results – Results to date of the BACWA Membership Satisfaction Survey were included in the Packet. To date there have been forty-four participants in the Survey. A LINK to the individual comments provided through the Survey was also included in the Packet. The Executive Director gave an overview and BACWA Staff will continue to monitor and analyze the results of the Survey.

**Agenda Item 17** – Discussion: BAPPG RFQ Update – An outline for the RFQs was included in the Packet. The Regulatory Program Manager gave an overview of the process and asked for input from the Board. No additional suggestions were provided.

**Agenda Item 18** – Discussion: Upgrade BACWA Website for Mobile Access – An email from the BACWA website developer providing a website improvement plan was included in the Packet. Following review of the plan, BACWA staff suggests that the upgrade of the BACWA website to include a mobile layer be considered. The budget for the FY18 BACWA website development and maintenance line item is \$1,200, none of which has been expended to date. The estimate for the work is \$1,800 to \$2,000. The Board indicated that staff should move forward with the update.

## **REPORTS**

**Agenda Item 19** – Committee Reports – BACWA Committee Reports were included in the Packet.

AIR Committee: A Report from the November 29, 2017 meeting was included in the Packet.

BAPPG: A Report from the December 6, 2017 meeting was included in the Packet.

Biosolids Committee: No meeting.

Collections Committee: A Report from the November 30, 2017 meeting was included in the Packet.

InfoShare - Asset Management: A Report from the November 15, 2017 meeting was included in the Packet.

InfoShare – Operations & Maintenance: No meeting. The Executive Director noted that Kevin Dickenson from EBMUD will serve as Co-Chair along with Joaquin Gonzales from Delta Diablo.

Lab Committee: Reports from the June 14, 2017, the September 13, 2017, and the November 8, 2017 meetings were included in the Packet.

Permits Committee: No meeting.

Pretreatment Committee: A Report from the December 4 and December 7, 2017 Dental Amalgam Trainings was included in the Packet.

Recycled Water Committee: A Report from the November 15, 2017 meeting was included in the Packet.

Agenda **Item 20** - 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**: Hayward MABR Pilot is showing good results. Testified on TNI at the Water Board meeting. They are considering automated monitoring tools. The Oro Loma Tentative order is ready to be released and will be on the February agenda for adoption.

**EBMUD**: suggested that the BACWA Other Representatives should be updated. The Executive Director indicated that a review is planned later in this fiscal year.

**Central Contra Costa**: The new particulate matter rule is pushing out their implementation timeframe for projects.

**San Francisco**: None.

**San Jose**: Their Army Corp Permit was approved for their levy. The first phase of construction will begin in the Spring of 2018.

**Sunnyvale**: They are in the secondary design phase, dealing with flow rating and how to design with land constraints. There is a new City Manager, Kent Stephens.

**Palo Alto**: Building a second outflow pipeline in 2019 and have filed a mitigated negative declaration for CEQA. Fixed film reactors – full secondary assessment. They are considering an agreement with EBMUD to send some of their biosolids to EBMUD.

**San Mateo**: Waste discharge report submitted. Chose not to submit a request for permission to blend. Have done a preliminary study on the HRA priority scores for Rule 11-18, and they are lower than BAAQMD estimates, and are not expected to trigger TBARCT.

**Delta Diablo**: The public comment period on their co-digestion project has closed.

**Oro Loma**: Permit under final review. On February agenda for final adoption.

Agenda **Item 21** - The **Executive Director's (ED) Report** for November 2017, along with the Board Calendar, and BACWA Action Items, were included in the Packet. It was noted that 26 of 29 action items from FY18 have been completed and that BACWA support of the BACWWE

program continues with further development of the classes at Solano College and internal meeting of the BACWWE members and committees.

Agenda **Item 22** - The **Regulatory Program Manager (RPM) Report** for November 2017 was included in the Packet.

Agenda **Item 23 - Other BACWA Representative Reports** – BACWA Representative were given an opportunity to provide updates. No actions were taken based on the reports.

- a. RMP-TRC: Rod Miller; Laura Pagano – No report.
- b. RMP Steering Committee: Karin North; Leah Walker; Jim Ervin – No report.
- c. Summit Partners: Dave Williams; Laura Pagano – No report.
- d. ASC/SFEI: Laura Pagano; Dave Williams; Karin North – A LINK to the Aquatic Science Center’s EcoAtlas Toolset was included in the Packet.
- e. Nutrient Governance Steering Committee: Jim Ervin; Mike Connor – 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; Dave Williams; Laura Pagano – 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 – No report.
- l. NACWA Emerging Contaminants: Karin North, Melody La Bella – No report
- m. CASA Statewide Pesticide Steering Committee: Melody La Bella – No report.
- n. CASA State Legislative Committee: Lori Schectel – No report.
- o. CASA Regulatory Workgroup – Lorien Fono - No report.
- p. RMP Microplastics Liaison: Nirmela Arsem – No report.
- q. ReNUWIt: Mike Connor; Karin North – No report.
- r. AWT Certification Committee: Maura Bonnarens – No report.
- s. Bay Area Regional Reliability Project: Roger Bailey; Mike Connor – No report
- t. WateReuse Working Group: Cheryl Munoz – No report.

Agenda **Item 24 - SUGGESTIONS FOR FUTURE AGENDA ITEMS**. None.

**ANNOUNCEMENTS:**

The next regular meeting of the Board is scheduled for **February 16, 2018 from 9:00 am – 12:30 pm** at the **SFPUC, 13<sup>th</sup> Floor, Hetch Hetchy Room, 525 Golden Gate Ave., San Francisco, CA.**

To receive a copy of any materials provided to the Board at a BACWA Executive Board meeting contact Sherry Hull at [shull@bacwa.org](mailto:shull@bacwa.org).

The meeting adjourned at 12:40 pm.