



Executive Board Meeting Minutes

February 16, 2018

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).

The Executive Director opened the meeting with a moment of silence in honor of Rod Miller, SFPUC Lab Director and long-time participant in BACWA, who passed away suddenly this month. Rod was the BACWA representative on the RMP Technical Review Committee. We are very saddened by this news and our thoughts and prayers go out to his family.

Other Attendees:

<u>Name</u>	<u>Agency/Company</u>
Amanda Roa	Delta Diablo
Bhavani Yerrapotu	City of Sunnyvale
Dave Richardson	RMC
Eric Dunlavey	San Jose
Holly Kennedy	HDR
Karin North	City of Palo Alto
Tom Hall	EOA, Inc.
Edgar Castor	DHS
Carl Morrison	Morrison Associates
Jason Warner	Oro Loma
Amy Chastain	SFPUC
Amit Mutsuddy	San Jose
Roger Bailey	CCCSD
Jackie Zipkin	EBMUD
Denise Conner	LWA
Jenny Pang	SFPUC
Dave Turner	NOAA Research Boulder
Lynn Johnson	NOAA Earth System Research Lab
Allen White	NOAA Research Boulder
Greg Pratt	NOAA Earth System Research Lab
Rob Cifelli	NOAA Earth System Research Lab
Jennifer Krebs	AQPI
David Williams	BACWA
Lorien Fono	BACWA
Sherry Hull	BACWA

PUBLIC COMMENT

None.

CONSIDERATION TO TAKE AGENDA ITEMS OUT OF ORDER – The AQPI, the DHS RRAP, and the Optimization/Upgrade Update Presentations were taken out of order.

CONSENT CALENDAR

1. December 15, 2017, BACWA Executive Board Meeting Minutes – The approved minutes will be posted on the BACWA website.

2. November and December, 2017 Treasurer’s Reports and Financial Summary – A Financial Summary Report was included in the Packet. A copy of the FY17 Budget as of December 31, 2017, (50% 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 Lori Schectel. The motion was approved unanimously.

APPROVALS & AUTHORIZATIONS

3. Approval: Chair & Vice-Chair Nomination and Election (Interim) – With the mid-year retirement of the current Chair, a new Chair and, depending on who is selected as the Chair, possibly Vice-Chair will need to be chosen by the Executive Board for the remainder of FY18. A Board Authorization Request was included in the Packet. The Executive Director gave an overview and requested nominations from the Executive Board.

Items 3: In a motion made by Jim Ervin and seconded by Eileen White, Lori Schectel was nominated to serve as Chair for the remainder of the FY18 term. The motion carried unanimously.

In a motion made by Laura Pagano and seconded by Eileen White, Amit Mutsuddy was nominated to serve as Vice-Chair for the remainder of the FY18 term. The motion carried unanimously.

4. Approval: BACWA Representatives Review – A Board Action Request and a list of current organizations with BACWA Representatives and two new organizations were included in the Packet. The Executive Director asked the Board to recommend representatives where changes are needed. The Board provided recommendations. The Executive Director will contact those recommended and report to the Board.

The Board also wishes to thank those who have served BACWA as Representatives, especially those whose efforts have concluded: Jim Ervin, Mike Connor, Amy Chastain, Melody LaBella, Lorien Fono, and Roger Bailey.

5. Approval: BACWA Requests for Support of North Bay Watershed Association, Non-Flushables Study and Toxicity Study – A Board Action Request and supporting documents were included in the Packet. The Executive Director asked the Board to determine the amount of support, if any, for each item.

Items 5:

*In a motion made by Laura Pagano and seconded by Eileen White, the Board approved funds in the amount of \$1,500.00 for sponsorship of the **North Bay Watershed Association** conference in FY18. The motion carried unanimously. The Board directed that funds would come from the FY18 Miscellaneous Collaborative Support BACWA Budget line item.*

*In a motion made by Lori Schectel and seconded by Eileen White, and amended so that providing the funds for the non-flushables study was contingent upon the Executive Director gaining concurrence from the BACWA BAPPG Committee to provide the funds for the study, the Board approved funds in the amount of \$3,000.00 for support of the **Non-Flushables Study** in FY18. The motion carried unanimously. The Board directed that funds would come from the FY18 Miscellaneous Committee Support BACWA Budget line item.*

*In a motion made by Jim Ervin and seconded by Mike Connor, contingent on feedback from the State and SCCWRP and review of the level of participation by other entities, the Board approved funds in the amount of \$15,000.00 for support of the **Toxicity Study** in FY18. The motion carried unanimously. The Board directed that funds would come from the FY18 Miscellaneous Committee Support BACWA Budget line item.*

6. Approval: BACWA Request for Board Approval of Dates for BACWA Board Meetings in Calendar Year 2019.

***Items 6:** A motion to approve, contingent on the correction of the January Annual Meeting date to January 25, 2019, was made by Lori Schectel and seconded by Laura Pagano. The motion was approved unanimously.*

OTHER BUSINESS-POLICY/STRATEGIC

Agenda **Item 7** – Discussion: Nutrients

a. Regulatory

- i. Advance Science Funding Proposal – A proposal from SFEI was included in the Packet. The Executive Director gave an overview of the proposal which requests

- advanced funding of FY20 funds in FY19, with no overall increase in science funding commitments under the 2nd Watershed Permit. The Board suggested that the item be added to the agenda for the Joint Meeting with the Water Board.
- ii. Optimization/Upgrade Update – A Sea Level Rise Assessment Memo from HDR was included in the Packet. Member agency Points of Contact have been asked to review the memo, and to send HDR any pertinent information about infrastructure such as FEMA-certified levies that would impact their agency’s risk as noted on the memo’s sea level rise map. HDR will include additional information submitted by agencies in the report. HDR gave a quick update on the status of the Optimization/Upgrade studies and it was noted that Sign-Off Letters are being collected by BACWA and will be forwarded to HDR for inclusion in the final report. HDR is asking that managers return the letter within three weeks of receipt of their reports. HDR then responded to a Board member’s request that instead of only including a map of sea level rise risks on the most conservative curve, the memo should also include the probability data connected with all three risk curves.
 - iii. Annual Science Plan Update Letter – The cover email and a LINK to the Science Plan Update that was submitted to the Regional Water Board was included in the Packet.
 - iv. Oro Loma Tentative Order – A LINK to the Tentative Order was included in the Packet. Oro Loma was granted a shallow water discharge prohibition exception for peak flows in exchange for a performance-based effluent limit for ammonia. They will need to achieve 70% ammonia removal, calculated on an annual basis based on monthly influent/effluent measurements. They will do nitrification year-round and denitrification seasonally. They performed a shellfish survey to verify that the discharge zone does not host shellfish, which influences the effluent coliform limits. They were granted 4:1 dilution for calculated the effluent coliform limits. The permit approval is on the March 2018 Agenda for the Water Board.
- b. Technical Work -
- i. NMS FY2017 Annual Report – A LINK to the Annual Report was included in the Packet.
- c. Governance Structure –
- i. Planning Subcommittee Meeting #30 Debrief – The Minutes from the February 2, 2018 meeting was included in the Packet. The Executive Director gave an overview of the discussion including a key discussion of the progress on the model and the importance of running the model as early as possible to help inform the high priority work needed for the Science Plan. The goal is to have a robust calibrated model with a well-developed Assessment Framework that will help inform any management actions needed during the term of the 3rd Watershed Permit in 2024.
 - ii. Measure AA Proposals – A list of the round 1 grant proposals received by the San Francisco Bay Restoration Authority was included in the Packet. The Executive Director gave an overview.

Agenda was included in the Packet. The Executive Director gave an overview of the Agenda. Board members suggested adding PFOA/PFOs management actions under the CEC discussion, a discussion of permitting of horizontal levies, automated compliance monitoring as part of the TNI discussion and increased staff at the WB to deal with cannabis grows.

Agenda **Item 9** – Discussion: CMSA Permit Adoption Debrief – The Executive Director gave a brief presentation on the issues raised by the CMSA Permit and presented thoughts on key issues which will present themselves when the Board is attempting to balance BACWA, Principal, Associate, and Collection System members’ needs. A discussion ensued and the Board gave feedback.

Agenda **Item 10** – Discussion: Sanitary Sewer System Waste Discharge Requirements – An introduction and a LINK to the Update were included in the Packet. The 2006 WDR and the 2013 MRP are being revised this year. The Collection systems Committee has started a workgroup to respond to the State Water Board’s request for areas that should be changed. Members wishing to participate in the workgroup should contact the Regulatory Program Manager.

OTHER BUSINESS-OPERATIONAL

Agenda **Item 11** – Discussion: Advanced Quantitative Precipitation Information (AQPI) Presentation – Representatives from Morrison Associates, NOAA Research Boulder, and NOAA Earth System Research gave a presentation on work being done on extreme events precipitation and flooding models for Bay Area stakeholders. The model includes both precipitation forecasting and hydrology to estimate runoff levels. There was a discussion about the degree to which the precision of the forecasts will improve and result in actionable data for Bay Area wastewater agencies. The team leads are interested in how BACWA members would like to receive the forecast data.

Agenda **Item 12** – Discussion: Update on Regional and Statewide Biosolids Issues – Cancelled.

Agenda **Item 13** – Discussion: DHS RRAP Presentation – A Protective Security Advisor from the San Francisco office of the Department of Homeland Security gave a presentation on their Regional Resiliency Assessment Program. DHS has been asked by the Bay Area Metro (BAM- formerly ABAG and MTC) and California Office of Emergency Services (CalOES) to enhance regional collaboration; improve regional resilience in water, wastewater and energy; guide investment in lifeline utilities; and leverage Bay Area Measure AA and/or State Proposition 1. There was a discussion about the security of information gathered as part of this effort. A **LINK** to the presentation can be found on the BACWA website. DHS requested that BACWA facilitate the completion of a questionnaire that will be provided to BACWA members.

Agenda **Item 14** – Discussion: First Draft of FY19 Budget – The first draft of the FY19 BACWA Budget was included in the Packet. The Executive Director gave an overview of the Budget. The Board suggested some additions and changes to line items on the Budget including adding a line item for a Nutrient Workshop and an increase to the Miscellaneous Committee line item. Staff will make those changes and bring an updated Draft Budget back to the Board at the March 2018 Executive Board Meeting.

Agenda **Item 15** – Discussion: Annual Meeting Debrief – The Annual Members’ Meeting Survey results were included in the Packet.

Agenda **Item 16** – Discussion: Poll Everywhere Debrief – A report showing the results of the Poll Everywhere questions that were asked at the BACWA Annual Meeting was included in the Packet.

Agenda **Item 17** – Discussion: BAPPG RFQ Update – The final RFQ’s that were sent out were included in the Packet. The Regulatory Program Manager gave an overview of the process and noted that only one RFQ was submitted for each of Pesticides Support and for Professional Training. There were three RFQ submitted for Public Outreach and they will be provided to the Selection Committee for review.

Agenda **Item 18** – Discussion: Annual NPDES Compliance Letter – A copy of the Annual NPDES Compliance letter sent to the Regional Water Board was included in the Packet.

Agenda **Item 19** – Discussion: Membership Satisfaction Survey Update - The latest update of the BACWA Membership Satisfaction Survey was included in the Packet.

REPORTS

Agenda **Item 20** – Committee Reports – BACWA Committee Reports were included in the Packet.

AIR Committee: No meeting.

BAPPG Committee: A Report from the February 7, 2018 meeting was included in the Packet.

Biosolids Committee: A Report from the December 14, 2017 meeting was included in the Packet.

Collections Committee: A Report from the February 1, 2018 meeting was included in the Packet.

InfoShare - Asset Management: No meeting.

InfoShare – Operations & Maintenance: No meeting.

Lab Committee: No meeting. The Board discussed the TNI issues and suggested that the issue be added to the Agenda for the Joint Meeting with the Water Board.

Permits Committee: Reports from the January 9, 2018 and the February 13, 2018 meetings were included in the Packet.

Pretreatment Committee: No meeting.

Recycled Water Committee: A Report from the January 16, 2018 meeting was included in the Packet.

Agenda **Item 21** - 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: The new General Manager, Jackie Zipkin was welcomed. The current General Manager will be staying on until June, 2018.

EBMUD: Congratulated Jackie Zipkin on her new position at EBDA. They will be conducting a search for a new Environmental Services Manager later in the year.

Central Contra Costa: Recently provided an annual report to their Board on Collection Systems. Of note is that there were only 2.5 overflows/100 miles.

San Francisco: Negotiating with the Regional Board on test species. Looking at a range of species not affected by ammonia, including giant kelp. A Board member suggested they look at fathead minnows.

San Jose: Recently found an endangered species of long-fin smelt at their effluent outfall. There is still a lot of construction going on and there will be a groundbreaking on March 2, 2018 to split ATC into two stages. An air permit is pending for their generators.

Sunnyvale: Have had a lot of air activity recently. Has a concern over BAAQMD understanding of systems, and long lag for permitting. Will be doing three months of continuous monitoring.

Delta Diablo: Will be hiring an Engineering Services Director. The City of Antioch received a \$10 million grant for desalinization of river water, and they want to send the RO concentrate to Delta Diablo.

Agenda **Item 22** - The **Executive Director's (ED) Reports** for December 2017 and January 2018, along with the Board Calendar, and BACWA Action Items, were included in the Packet. It was noted that 37 of 37 action items from FY18 have been completed. The Executive Director also noted the inclusion of a BACWA Comment Letter on Changes to Proposed Regulations Prohibiting Wasteful Water Use Practice sent to the State Water Resources Control Board after the Agenda was posted.

Agenda **Item 23** - The **Regulatory Program Manager (RPM) Reports** for December 2017 and January 2018 were included in the Packet.

Agenda **Item 24** - **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 – The Executive Director announced the sad news that Rod Miller, the SFPUC Lab Director and a long-time participant in BACWA, passed away suddenly. We are very saddened by this news and our thought and prayers go out to his family.
- b. RMP Steering Committee: Karin North; Leah Walker; Jim Ervin – A LINK to the December 13, 2017 RMP Report was included in the Packet.
- c. Summit Partners: Dave Williams; Laura Pagano – No report.
- d. ASC/SFEI: Laura Pagano; Dave Williams; Karin North –
- 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 25 - SUGGESTIONS FOR FUTURE AGENDA ITEMS.

ANNOUNCEMENTS:

The next regular meeting of the Board is scheduled for **March 16, 2018 from 9:00 am – 12:30 pm** at the **EBMUD Headquarters, 375 11th St, 2nd Floor Training Room, Oakland, CA.**

The Board would like to acknowledge the long-term services of Jim Ervin to the BACWA Board.

To receive a copy of any materials provided to the Board at a BACWA Executive Board meeting contact Sherry Hull at shull@bacwa.org.

The meeting adjourned at 12:55 pm. Laura Pagano asked that the meeting be adjourned in honor of Rod Miller and the Board agreed.