



Executive Board Meeting Minutes

December 21, 2018

ROLL CALL AND INTRODUCTIONS

Executive Board Representatives: Lori Schectel (Central Contra Costa Sanitary District); Eric Dunlavey (San Jose); Eileen White (East Bay Municipal Utility District); Jacqueline Zipkin (East Bay Dischargers Authority); Brian Henderson (SFPUC).

Other Attendees:

<u>Name</u>	<u>Agency/Company</u>
Alicia Chakrabarti	EBMUD
Allison Petsche	McGovern McDonald Engineers
Amanda Roa	Delta Diablo
Andrew Damron	Napa San
Arvin Akela	Silicon Valley Sanitary Dist.
Autumn Cleave	SFPUC
Azalea Mitch	San Mateo
David Senn	SFEI
Greg Baatrup	Fairfield Suisun
Karin North	City of Palo Alto
Nirmela Arsem	EBMUD
Nohemy Revilla	SFPUC
Patricia McGovern	McGovern McDonald Engineers
Robert Wilson	City of Petaluma
Stephanie Olsen	DSRSD
Tim Potter	CCCSD
Teresa Herrera	Silicon Valley Sanitary Dist.
Tom Hall	EOA, Inc.
Alina Constantine	Larry Walker & Assoc.
Shalini Trivedi	Woodard & Curran
John Hake	EBMUD
David Williams	BACWA
Lorien Fono	BACWA
Sherry Hull	BACWA

PUBLIC COMMENT

None.

CONSIDERATION TO TAKE AGENDA ITEMS OUT OF ORDER – The Executive Director asked if anyone wished to take an item out of order or if any BACWA Representative wished to present a report or request BACWA direction on an issue out of order. None did.

CONSENT CALENDAR

1. November 16, 2018, BACWA Executive Board Meeting Minutes – The approved minutes will be posted on the BACWA website.

2. October 2018 Treasurer’s Reports and Financial Summary – A Financial Summary Report, along with Treasurer’s Reports for October 2018, were included in the Packet. A copy of the FY18 Budget as of October 31, 2018, (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 is also provided.

Consent Calendar items 1 and 2: A motion to approve was made by Eileen White and seconded by Brian Henderson. The motion was approved unanimously.

APPROVALS & AUTHORIZATIONS

3. Approval: BACWA Policy on Reserves – A Board Action Request and Draft Policy were included in the Packet. The Executive Director gave an overview of the policy.

Item 3. A motion to approve was made by Eric Dunlavey and seconded by Eileen White. The motion was approved unanimously.

4. Approval: Adoption of FY18 Annual Reports – A Board Action Request and Draft Policy were included in the Packet. The Executive Director gave an overview of the policy.

Item 4. A motion to approve was made by Brian Henderson and seconded by Eileen White. The motion was approved unanimously.

5. Approval: SFEI Advance Funding for Modeling Project – A Board Action Request, Letter of Request, Summary of the Project, and Invoice were included in the Packet. The Executive Director gave an overview of the reason for the request.

Item 5: A motion to approve was made by Eileen White and seconded by Brian Henderson. The motion was approved unanimously.

6. Approval: BACWA Membership for UC Berkeley – A Board Action Request was included in the Packet. The Executive Director gave an overview of the request.

Item 6: A motion to approve was made by Jaqueline Zipkin and seconded by Eileen White. The motion was approved unanimously.

OTHER BUSINESS-POLICY/STRATEGIC

Agenda Item 7 – Discussion: Nutrients

a. Regulatory

- i. Debrief on Nutrient Strategy Team Meeting – A summary of the 12/3 Nutrient Strategy Team Meeting with Regional Water Board staff was included in the Packet. The Executive Director gave an overview.
- ii. 2nd Watershed Permit Update –The Executive Director gave a presentation that included the history of the 1st WS Permit and the approach to the 2nd WS Permit. The Water Board is currently internally reviewing an Administrative Draft, which is expected to be delivered to the permittees in early January. The Executive Director outlined some key issues and asked for input from the Board on them. He also asked for volunteers from the meeting attendees to assist in an early review of the Administrative Draft.
- iii. Contract Management Group Debrief – The Draft Nutrient Brochure was included in the Packet. The Brochure will likely be available in early January, 2019. The Brochure will be available electronically and in hard copy. The Executive Director gave an overview of the meeting.

b. Technical Work –

- i. SFEI Update – The Science Program Manager gave an update including the modeling of chlorophyll a and its relationship to other indicators. Next steps are how to use the model outputs to determine statistically significant trends, and tease out causes and effects.

c. Governance Structure –

- i. Debrief of Planning Subcommittee Meeting #36 – The Executive Director gave an overview of the Science Plan.
- ii. Debrief on Nutrient Management Strategy Meeting #19 – The Summary of the December 14, 2018 meeting was included in the Packet. The Executive Director gave an overview of the key points including an update from the Science Manager, a Steering Committee Member update, and an NMS Funding Policy change. Other key points were that the Water Board wishes to be as well-informed as possible given limited funding; that it's important to factor in risk; that the Science Manager is requesting \$500,000 for FY20 in order to line up resources in a timely way; that 40 years of Bay monitoring by the USGS is ending; and that proper protocol is needed for review of scientific manuscripts. It was also noted that Eileen White of EBMUD was presented with a NACWA Award for the collaborative efforts of the NMS to address nutrient issues for the San Francisco Bay.

Agenda Item 8 - SSS WDR Monitor & Reporting Program Meeting Debrief – An email of the Summary from CASA's Meeting #2 with SWRCB Staff on SSS WDR was included in the Packet. The Regulatory Program Manager noted that SWRCB staff clarified that they intend to limit the SSO definition to not include circumstances where there is spill containment in a residence or

other building, and that small spills (<50 gallons) might not need to be reported. A Workshop is planned for February 5, 2019 in Sacramento.

Agenda Item 9 - Joint Meeting with Water Board Debrief – A Summary of the December 3, 2018 meeting was included in the Packet. The Executive Director noted that BACWA discussed the proposed Toxicity Provisions and the Regional Water Board’s concerns with random sampling schedules; continued interest in planned or potential wetland projects; BACWA support of Risk Reduction; and the CEC Whitepaper that BACWA is developing on which BACWA will pursue more direction from the Water Board.

Agenda Item 10 – Discussion: Office of Inspector General - Biosolids Report – A [LINK](#) to a documentary, a [LINK](#) to the OIG Report, and a [LINK](#) to FAQs were included in the Packet. The Executive Director gave an overview noting that the report was critical of 503 Regulations and the EPA.

Agenda Item 11 – Discussion: Toxicity Provisions Hearing Feedback – A Draft BACWA Comment Letter was included in the Packet. The Regulatory Program Manager noted that the letter had already been submitted due to the deadline of 12 noon on 12/21. The Executive Director informed the Board that BACWA has contributed \$6,975 to the CASA *Ceriodaphnia dubia* Whitepaper which was [LINKED](#) in the Packet.

Agenda Item 12 – Discussion: Draft BACWA Policy on Contracting – A Draft Policy on Contracting, along with Draft Procedures for the Policy, were included in the Packet. The Executive Director gave an overview and asked the Board if they had any input. He noted that the Policy will be brought back to the Board for approval in February, 2019.

Agenda Item 13 – Discussion: Recycled Water Policy Adoption – A [LINK](#) to the RW Policy and Change Sheet #1 were included in the Packet. The Executive Director noted that the Policy staff report states that State General Order permittees will “generally” need a second permit to cover recycled water production. The Regulatory Program Manager noted that the Policy will terminate coverage under Order 96-011, so the Recycled Water Committee will work with the Water Board to ensure that there is no discontinuity in permit coverage for recycled water projects.

Agenda Item 14 – Discussion: Solano County Biosolids Report – The Annual Report of Land Application of Biosolids in Solano County was included in the Packet. The Executive Director gave an overview and noted that the SFPUC has prepared the report in the past, but that BACWA will provide it going forward.

Agenda Item 15 – Discussion: EPA Water Quality Improvement Fund Letters of Support – Three BACWA Letters of Support were included in the Packet. The first two letters had previously been provided to the Board for review and sent to the requesting member agency. The third

letter was for Board review and comment. The Executive Director gave an overview of the process. The Board directed BACWA to provide the third letter.

Agenda Item 16 – Discussion SWRCB Climate Change Survey Update – A Draft Survey and preliminary CASA Comments were included in the Packet. The Regulatory Program Manager gave an overview and noted that the Summit Partners will provide edits to the State Water Board in mid-January, 2019.

Agenda Item 17 – Discussion: Extension of A-2241 PCB/Mercury Abeyance Petition – The previous request and approval were included in the Packet. The Executive Director asked the Board for direction on a request for another two year extension beginning in 2019. The Board indicated its support for the extension since it requires little effort and may provide a future benefit if Method 1668C is required for PCB compliance.

Agenda Item 18 – Discussion: CEC White Paper – A [LINK](#) to the Draft CEC White Paper was included in the Packet. The Executive Director and Regulatory Program Manager gave an overview noting that the Water Board is interested in identifying representative POTWs to participate in long term trend monitoring for CECs.

OTHER BUSINESS-OPERATIONAL

Agenda Item 19 – Discussion: Update on Silicon Valley Food Waste Program – Silicon Valley Sanitary District gave a presentation on their food waste program noting that 40% of organic recyclable waste ends up in landfill. The Presentation can be seen [HERE](#).

Agenda Item 20 – Discussion: Annual Meeting Planning – A Draft Agenda for the January 11, 2019 scheduled meeting was included in the Packet. The Executive Director gave an overview, asking the Board for input and suggestions for PollEverywhere questions.

Agenda Item 21 - Discussion: Commendation for Nutrient Reduction Study – A Draft letter to HDR/Brown & Caldwell was included in the Packet. The Executive Director gave an overview.

Agenda Item 22 - Discussion: Executive Board Meeting at Codiga Center – An email regarding the possibility of holding a BACWA Executive Board Meeting at the Codiga Center was included in the Packet. The Executive Director asked the Board for input on what meeting to hold there in 2019. The Board agreed to hold the February 15, 2019 meeting there.

Agenda Item 23 - Discussion: Update on BACWA Executive Board Calendar – A copy of the 2019 BACWA Executive Board Meeting Calendar was included in the Packet. The Calendar noted the changes to dates for the Pre-Pardee and Pardee Seminars. The Assistant Executive Director will update the Calendar to include the meeting at the Codiga Center and send the Calendar to the Executive Board Members.

Agenda **Item 24** - Discussion: Continued BACWA Support of Federal Water Quality Coalition – A [LINK](#) to the FWQC Regulatory Matrix and an email regarding FWQC dues in 2019 were included in the Packet. The Executive Director asked the Board if they wish to continue support of the FWQC using BACWA funds. The Board indicated that they wish to continue support.

Agenda **Item 25** - Discussion: Regional Water Board Meeting Update – the BACWA Chair gave an update on the presentation of an award of appreciation to Bruce Wolfe, the retiring Water Board Executive Officer who served from 2003 through 2018.

Agenda **Item 26** - Discussion: Update on Requirements for ELAP Dual Certification – A [LINK](#) to Dec 13, 2018 ELTAC Meeting Packet was included in the Packet. POTWs have proposed a dual track certification scheme. The Executive Director gave an overview noting that ELAP is going forward with new regulations requiring TNI standards be used for accreditation.

Agenda **Item 27** - Discussion: Succession Plan Update – A copy of the updated BACWA Succession Plan was included in the Packet. The Assistant Executive Director noted the changes are highlighted on the document.

Agenda **Item 28** - Discussion: Conference Call Software - GoToMeeting – The Regulatory Program Manager notified the Board that BACWA has a new Conference Calling Software they are using. It will be available for use by BACWA Consulting staff and Committee leaders.

REPORTS

Agenda **Item 29** – Committee Reports – BACWA Committee Reports were included in the Packet.

AIR Committee: No meeting.

BAPPG Committee: A report from the December 5, 2018 meeting was included in the Packet.

Biosolids Committee: No meeting

Collections Committee: A report from the November 29, 2018 meeting was included in the Packet.

Lab Committee: Reports from the November 14, and December 12, 2018 meetings were included in the Packet.

Operations & Maintenance – InfoShare Group: No meeting.

Permits Committee: No meeting.

Pretreatment Committee: A report from the October 30, 2018 meeting was included in the Packet.

Recycled Water Committee: No meeting.

Agenda **Item 30** - 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: SFEI and 5 Gyres are developing a microplastics policy advisory committee. They are also looking for representation from other industries. The next meeting is in March 2019. Outreach materials can be found [HERE](#) and [HERE](#).

EBMUD: No report.

Central Contra Costa County: No report.

San Francisco: No report.

San Jose: No report.

Delta Diablo: No report.

Napa San: No report.

Palo Alto No report.

Fairfield Suisun: No report.

San Mateo: No report.

City of Petaluma: No report.

SVSD: No report.

DSRSD: No report.

Agenda **Item 31** - The **Executive Director's (ED) Report** for November 2018, along with the Board Calendar, and BACWA Action Items, were included in the Packet. It was noted that 53 of 57 action items from FY19 have been completed.

Agenda **Item 32** - The **Regulatory Program Manager (RPM) Report** for November 2018 was included in the Packet.

Agenda **Item 33 - Other BACWA Representative Reports** – BACWA Representative were given an opportunity to provide updates. No actions were taken based on the reports.

- a. **RMP-TRC:** Mary Lou Esparza, Nirmela Arsem – A Summary of the December 13, 2018 TRC meeting was included in the Packet.
- b. RMP Steering Committee: Karin North; Leah Walker; Eric Dunlavey – No report
- c. Summit Partners: Dave Williams; Lori Schectel – No report.
- d. ASC/SFEI: Laura Pagano; Dave Williams; Amit Mutsuddy; Karin North – No report.
- e. Nutrient Governance Steering Committee: Eric Dunlavey; Eileen White; Bhavani Yerrapotu; Lori Schectel – No report.
 - i. Nutrient Planning Subgroup: Eric Dunlavey
 - iii. NMS Technical Workgroup: Eric Dunlavey
- f. SWRCB Nutrient SAG: Dave Williams – No report.
- g. SWRCB Focus Group – Mercury Amendments to the State Plan: Tim Potter; Dave Williams; Laura Pagano – No report

- h. NACWA Taskforce on Dental Amalgam: Tim Potter – No report.
- i. BAIRWMP: Cheryl Munoz, Linda Hu, Dave Williams - No report.
- j. NACWA Emerging Contaminants: Karin North, Melody La Bella – No report
- k. CASA State Legislative Committee: Lori Schectel – No report.
- l. CASA Regulatory Workgroup – Lorien Fono - No report.
- m. ReNUWIt: Jackie Zipkin; Karin North – No report.
- n. RMP Microplastics Liaison: Nirmela Arsem – No report.
- o. AWT Certification Committee: Maura Bonnarens – No report.
- p. Bay Area Regional Reliability Project: Eileen White– No report
- q. WaterReuse Working Group: Cheryl Munoz – No report.
- r. San Francisco Estuary Partnership – Eileen White; Dave Williams – No report.
- s. CPSC Policy Education Advisory Committee – Doug Dattawalker – No report.
- t. California Ocean Protection Council – Lorien Fono – No report.

Agenda **Item 34 - SUGGESTIONS FOR FUTURE AGENDA ITEMS**. None.

ANNOUNCEMENTS:

The next regular meeting of the Board is scheduled for **February 15, 2019 from 9:00 am to 12:30 pm at SFPUC, 13th Floor, Hetch Hetchy Room, 525 Golden Gate Ave, San Francisco, CA.**
The BACWA Annual Meeting is scheduled for **January 11, 2019 at the Scottish Rite Center, 1547 Lakeside Drive, Oakland, CA from 8:30 am to 3:00 pm.**

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 12:41 pm.