



**Executive Board Meeting Minutes  
Friday February 16, 2024**

**ROLL CALL AND INTRODUCTIONS**

**Executive Board Representatives:** Amy Chastain (San Francisco Public Utilities Commission); Amit Mutsuddy (East Bay Municipal Utility District); Eric Dunlavy (City of San Jose); Jackie Zipkin (East Bay Dischargers Authority); Lori Schectel (Central Contra Costa Sanitary District).

**Other Attendees and Guests:**

<b>Name</b>	<b>Agency/Company</b>
Amanda Roa	Delta Diablo
Blake Brown	Central San
Dan Gill	DSRSD
Diane Griffin	DSRSD
David Donovan	City of Hayward
Don Gray	EBMUD
Emily Barnett	Central San
Emily Corwin	Fairfield-Suisun Sewer District
Greg Norby	Central San
Irene Chu	Hazen and Sawyer
Jennifer Dymant	BACWA
Jennifer Voccola-Brown	City of San Jose
Julie Weiss	City of Palo Alto
Lorien Fono	BACWA
Mark Tomko	Vallejo Flood & Wastewater District
Mary Cousins	BACWA
Meg Herston	Fairfield-Suisun Sewer District
Melody Tovar	City of Sunnyvale
Mike Falk	HDR
Michael Connor	Consultant
Rob Learmonth	City of San Mateo
Ryan Batjiaka	SFPUC
Sarah Scheidt	SFO
Taylon Sortor	Fairfield-Suisun Sewer District
Tim Lewis	DSRSD
Tom Hall	EOA

Amit called the meeting to order at 9:02.

**Agenda Item**

**ROLL CALL, INTRODUCTIONS, AND HYBRID MEETING ETIQUETTE**

**PUBLIC COMMENT** **None**

**CONSIDERATION TO TAKE AGENDA ITEMS OUT OF ORDER** Item 18 will be taken at 11:30  
when presenter Ryan Batjiaka arrives.

**CONSENT CALENDAR**

- 1**      **January 19, 2024, BACWA Executive Board meeting minutes**
- 2**      **January 19, 2024, BACWA NST Special Executive Board meeting minutes**
- 3**      **January 30, 2024, BACWA/R2 Joint meeting minutes**
- 4**      **December 2023 Treasurer's Report**

**Consent Calendar items 1 thru 4:** A motion to approve was made by Amy Chastain (San Francisco Public Utilities Commission) and seconded by Jackie Zipkin (East Bay Dischargers Authority). The motion was approved by the remaining board members.

**APPROVALS AND AUTHORIZATIONS**

**5**      **Authorization: CAR for Bri Communications signage**      - BACWA ED explained authorization to meeting attendees. No motion was needed.

**POLICY/STRATEGIC**

**6**      **Informational: Regional Shoreline Adaptation Planning update** - Emily Corwin from FSSD presented slides on the SF Bay Conservation and Development Commission (BCDC)'s Regional Shoreline Adaptation Plan, which is a coordinated and locally planned adaptation plan for the Bay shoreline. Emily summarized the project stages, including the vision & guidelines, subregional plans and regional adaptation guides as well as grant opportunities. General questions and comments from the meeting attendees followed the presentation.

**7**      **Informational: OPC Sea Level Rise Guidance Update**      - BACWA RPM summarized draft 2024 Sea Level Rise guidance recently released by the Ocean Protection Council for public comment. BACWA RPM summarized the changes from the 2018 guidance and shared that comments about the usability of the document are due March 4, 2024. A general discussion followed.

**Action Item:** BACWA RPM is going to prepare a draft comment letter and circulate it to the board.

**8**      **Informational: Regulatory Issues matrix**      - BACWA RPM shared that matrix is in the packet and available on the website.

**9**      **Discussion: EPA program office**      - BACWA ED reviewed a list of EPA Region 9 FY24 priorities that are of interest to BACWA. BACWA ED asked for feedback on the list from attendees.

**Action item:** BACWA ED will prepare a comment letter and will circulate a draft before March 15, 2024 board meeting.

**10 Informational: PFAS Fact Sheet** - BACWA RPM shared that the PFAS study guide is in the packet and on the website.

**11 Informational: CASA Air Toxics update** - BACWA ED is currently negotiating a contract with Yorke Engineering for the CASA 2 step process project, as well as seeking guidance from CARB regarding compliance and fundraising from participating agencies.

**12 Discussion: Recycled Water Survey** - BACWA ED asked attendees to complete the Recycled Water Survey.

**13 Discussion: BACWA's role in lobbying for nutrient funding** - BACWA ED shared that BACWA has historically not engaged in lobbying and has deferred to CASA. BACWA ED asked if lobbying is appropriate for BACWA and the BACWA ED's time and if so, what should the message be. A general discussion followed. There was consensus that BACWA's role should continue to be primarily a coordination role.

**14 Discussion: BACWA representative to MERHAB MaTAG** - BACWA ED shared that the NMS had applied to & received a grant from NOAA for MERHAB. BACWA ED was asked for volunteers to participate in the management group. Amit has volunteered for this role.

**15 Informational: Press tours at Palo Alto and Oro Loma** - BACWA ED shared that there will be press tours in March at Palo Alto and Oro Loma plants.

#### **BREAK 10:32-10:45**

**16 Discussion: AB805 - Consolidation of Water and Sewer Service** - BACWA Board Chair shared background on bill and concerns. The group will continue to monitor the bill and possibly write a comment letter.

**17 Discussion: Meeting with BAAQMD staff (2/28) and Phil Fine (2/29)** - BACWA ED shared proposed agendas for the upcoming BAAQMD and Phil Fine meetings. The group discussed meeting attendees and agenda topics.

#### **OPERATIONAL**

**18 Discussion: Future of BABC as a BACWA Project** - BACWA ED shared the idea that the Bay Area Biosolids Coalition (BABC) could become a BACWA project of special benefit. Ryan Batjiaka shared the background of BABC and how this transition could happen. The group discussed the idea and the details that would need to be worked out, including governance, budget, timing, and staffing.

**19 Informational: RFP schedule (AIR, BAPPG, GAR)** - BACWA RPM shared that BACWA has 3 upcoming RFPs for consultant support. These contracts will be issued in FY25. They are for BAPPG outreach, AIR committee support and the Nutrient Watershed Permit group annual report. Attendees noted that RFP for the Nutrient Watershed Permit group annual report should not be posted until the Tentative Order (draft permit) is released.

**20 Discussion: First draft of FY25 BACWA Budget** - BACWA ED shared a summary of the annual budget process. BACWA ED referred to the FY25 Budget document and shared some high level revenue and expense items of interest. BACWA ED reviewed the impact of a CASA passthrough project on

BACWA revenues. The nutrient surcharge for FY25 is in the packet and BACWA ED asked attendees to review.

**Action item:** BACWA ED will bring second draft of FY25 budget, draft 5-year plan and draft workplan to the March 15, 2024, BACWA Board Meeting.

**21 Informational: Form 700 reminder** - BACWA AED shared that 700 forms are due April 1, 2024. NetFile will send and continue to send notifications until you complete it.

**22 Discussion: 1st Draft of Annual Meeting Program** - BACWA ED shared draft program and the group provided feedback on program and presenters.

**Action item:** BACWA ED to bring final draft Annual Meeting program to March 15, 2024, BACWA Board meeting.

**23 Informational: Arleen Navarret** - BACWA ED shared that nomination form is in the packet and on the website and are due March 27, 2024.

**24 Informational: BACC Update** - BACWA ED shared that BACC bids will be opened next Thursday February 22, 2024, at 4pm.

**25 Committee Reports** - In the packet.

**26 Member Updates** - EBMUD shared that CA Governor has sent California Highway Patrol officers to Oakland to provide extra security. SFPUC shared that budget has been approved. FSSD shared recent experiences with outreach to middle school students. Central San shared about recent outreach work related to a potential ban on nonessential uses of PFAS. EBDA shared that the Oro Loma wet weather NPDES permit reissuance is underway and that EBDA is turning 50 this year.

**27 Executive Director Report** - In the packet.

**28 Board Calendar and Action Items** - In the packet.

**29 Regulatory Program Manager Report** - In the packet.

**30 Other BACWA Representative Reports**

**a. RMP Technical Review Committee** Samantha Engelage, Alicia Chakrabarti

**b. RMP Steering Committee** Karin North; Amanda Roa; Eric Dunlavey

**c. Summit Partners** Lorien Fono; Amit Mutsuddy

**d. ASC/SFEI** Lorien Fono; Amit Mutsuddy; Lori Schectel

**e. Nutrient Governance Steering Committee** Amit Mutsuddy, Eric Dunlavey; alternates: Lori Schectel, Jackie Zipkin

**e.i Nutrient Planning Subcommittee** Eric Dunlavey

**e.ii MERHAB MaTAG**

**f. SWRCB Nutrient SAG** Lorien Fono

- g. BAIRWMP Cheryl Munoz; Florence Wedington; Jackie Zipkin**
- h. NACWA Emerging Contaminants Karin North; Melody LaBella**
- i. CASA State Legislative Committee Lori Schectel**
- j. CASA Regulatory Workgroup Lorien Fono; Mary Cousins**
- k. RMP Microplastics Liaison Artem Dyachenko**
- l. Bay Area Regional Reliability Project Jackie Zipkin**
- m. WaterReuse Working Group Cheryl Munoz**
- n. San Francisco Estuary Partnership Lorien Fono; Jackie Zipkin**
- o. CPSC Policy Education Advisory Committee Colleen Henry**
- p. California Ocean Protection Council Lorien Fono**
- q. Countywide Water Reuse Master Plan Karin North, Pedro Hernandez**
- r. CHARG - Coastal Hazards Adaptation Resiliency Group Jackie Zipkin**
- s. California Water Quality Monitoring Council Lorien Fono**
- t. CASA Air Toxics Steering Committee Lorien Fono, Jason Nettleton**

**31 SUGGESTIONS FOR FUTURE AGENDA ITEMS**

**NEXT MEETING** The next meeting of the Board is scheduled for March 15, 2024 at Centra San

**ADJOURNMENT**

**12:16 PM**