



## MINUTES

### Executive Board Meeting

Thursday, February 25, 2010  
9:00 a.m. – 2:00 p.m.

EBMUD Plant Lab Library  
2020 Wake Ave., Oakland, CA

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#### ROLL CALL AND INTRODUCTIONS

Executive Board Representatives: Dave Tucker, Chair (City of San Jose); Doug Craig, Vice-Chair (Central Contra Costa Sanitary District); Mike Conner (East Bay Dischargers Association), Tommy Moala (San Francisco Public Utilities Commission), Dave Williams (East Bay Municipal Utility District)

Other Attendees: Amy Chastain (BACWA), Jim Kelly (Central Contra Costa Sanitary District); Bhavani Yerrapotu (San Jose), Kirsten Struve (San Jose), Arleen Navarret (San Francisco Public Utilities Commission), Natalie Sierra (San Francisco Public Utilities Commission), Greg Baatrup (Fairfield-Suisun Sewer District), Ben Horenstein (EBMUD) Jen Jackson (EBMUD), Monica Oakley (Oakley Water Strategies), Tom Hall (Eisenberg Olivieri Associates), Denise Conners (Larry Walker Associates); Alexandra Gunnell (BACWA)

#### PUBLIC COMMENT

There were no public comments.

#### CONSENT CALENDAR

1. Approval of January 2010 Treasurer's Report.
2. Approval of Minutes from January 28, 2010 BACWA Executive Board Meeting.
3. Chair Authorized Actions
  - a. Sanitary Sewer Overflow Posting Information. Task authorization in the amount of \$4,750 for Oakley Water Strategies to compile and distribute information about member agencies' SSO posting practices, using an existing as-needed assistance contract (File No. 11,814).
  - b. Attachment G Training. Task authorization in the amount of \$4,900 for Oakley Water Strategies to assist the Lab and Permits Committees offer a training on the new dioxin compliance and standard provisions recently incorporated into all NPDES permits, using an existing as-needed assistance contract (File No. 11,814).
  - c. Sanitary Sewer Overflow Best Practices Manual Printing. Reimbursement of costs totaling \$1,324.78 to CVCWA, approved by Chair on January 26, 2010.

The Executive Director reviewed **agenda items 1 through 3** on the consent calendar. The Executive Board (EB) discussed the earned interest line of the Treasurer's Report and requested that more detailed information about interest be provided ad part of the Budget Workshop on March 25, 2010.

*Dave. Williams moved to approve all items on the consent calendar. Doug Craig seconded. The motion carried unanimously.*

## REPORTS

The ED solicited questions or comments for **agenda item 4**, regarding the **February Grant Disbursement Summary for the IRWM Prop 50 Grant**. The EB requested that information about the current account balance remaining for administration costs be provided at the March 25, 2010 BACWA Executive Board meeting.

The ED introduced **agenda item 5** and invited committee chairs and the Board to provide comments or questions concerning the **Committee Reports**.

- The BAPPG report and a report from O'Rourke Media Relations on FOG Outreach were included in the Handout Packet for review. The EB asked the BAPPG Chair, Jen Jackson, about funding for regulatory support regarding pesticide tracking. She clarified that BAPPG's \$5,000 contribution has been used to support Tri-Tac's work and stated that additional funding is needed to ensure that wastewater interests are represented.
- The EB would like to see a proposal from Kelly Moran to address POTW issues and will consider this matter when drafting 2010-2011 Budget.
- The Biosolids committee report and the Biosolids Annual Report to Solano County were included in the Handout Packet for review. The Biosolids Committee Chair, Greg Bastrup, provided further background on the UC Davis Green Waste Compost VOC's study described in the committee report. This study, led by Peter Green of UC Davis, includes a statewide proposal to look at Biosolids composting. Approximately \$25,000 of the \$50,000 necessary to fund the Biosolids portion of the project has been secured. The ED and Biosolids Chair will provide more information about this project to the Board over the next few weeks and possibly bring forward a proposal for funding to the BACWA Board for approval on March 25, 2010.
- The Permits committee report was included in the Handout Packet for review. Monica Oakley expressed concern that Novato Sanitary District will not be able to see an administrative draft prior to the RWQCB issuing a Tentative Order for their NPDES Permit renewal. This will be discussed at the March 19, 2010 BACWA Board meeting with the RWQCB.

For **agenda item 6** The ED referred to the monthly **Executive Director Report** that was included in the Handout Packet, and highlighted the following items:

- The AIR GHG Mandatory Reporting Workshop held on February 17, 2010 had more than twenty attendees.
- The results from the survey distributed to members following the annual meeting have been summarized and included in the packet. Based on the feedback it appears that everyone attends annual meeting for different reasons, the newsletter will need to be distributed via e-mail, and BACWA should focus on website improvements. The ED explained BACWA's current resources for website improvements and explained that the ED and AED continue to research service and support provider options.
- A training for members on the new Attachment G is scheduled for March 12, 2010.
- The ED notified the Board that she will solicit feedback via e-mail regarding the agenda items for the March 19, 2010 meeting with the RWQCB, and also mentioned that the Summit Partner's meeting is scheduled for March 1, 2010.

**Agenda item 7, Executive Board Reports:**

- Dave Tucker noted that the next SFEI/Aquatic Science Center (ASC) joint meeting is scheduled for March 4, 2010 and that the ASC agenda includes a discussion on Mercury Risk Reduction.
- Ben Horenstein provided a synopsis of the Stormwater Diversion meeting that occurred on February 24, 2010 which included members of BASMAA, BACWA and the RWQCB.

The ED directed the Board's attention to the draft policy revisions included in the packet, "Contracting Policies" and "Cost Allocation Policy for Programs of Special Benefit", revised as requested by the **Finance Committee** during the January 11, 2010 meeting (**Agenda Item 8**). Feedback should be directed to the ED and final versions of the policies will be brought back for Board adoption on March 25, 2010.

**BOARD DISCUSSION ITEMS**

The Board discussed the following items:

**Agenda item 9, BACWA Officer Succession** - Doug Craig will step down from his position at CCCSD as of March 30, 2010, and Jim Kelly will perform interim duties. Dave Tucker will continue to represent San Jose on the BACWA Board until June 2010 and then Bhavani Yerrapotu and Kirsten Struve will assume BACWA responsibilities.

The EB briefly discussed how any **RMP Rate increase** may be difficult for agencies in FY 2010-2011. (**Agenda Item 10**)

The California Energy Commission (CEC) has asked for assistance with developing criteria for proposal selection to award \$25 million in project funding. The ED and Bhavani Yerrapotu will work together to form a workgroup to discuss **Energy Issues Affecting Wastewater Treatment Plants**, and will identify consultant support for this effort if necessary. (**Agenda item 11**)

Monica Oakley provided a verbal **Mercury Watershed Permit: Annual Mercury Reporting & Risk Reduction Update** to the Board for **agenda item 12**. Initial estimates show a slight increase in annual loading over last year, but the mass aggregate load is still less than 5 kg. March 1, 2010 is the deadline for reporting out on Risk Reduction plan, and the ED will circulate the report to the Board prior to submitting it to the RWQCB. The Board discussed the need to articulate a clear goal for these efforts.

The ED introduced **agenda item 13**, by requesting clarification on the **purpose and future projects of the Clean Bay Collaborative**. Board feedback included: attain BACWA long term regulatory goals by developing roadmaps cooperatively with the RWQCB; not just for collaborative RWQCB projects, but a way to address member needs including training and bulk purchasing. The Board will continue discussions at the budget workshop on March 25, 2010, and SFPU will investigate availability of room for the BACWA Board meeting and following Budget WS on 3/25/10.

For **agenda item 14**, Arleen Navarret will submit a comment letter for the **Enterococcus Basin Plan Amendment**, and will continue to work with Richard Looker, Bhupinder Dhaliwal, and Mike Connor to address this issue. Dan Jackson of EBMUD, and Jim Ervin with San Jose, will be included in correspondence. The Board expressed support for utilizing the "As Needed" consultant contracts to support these efforts.

#### **REVIEW ACTION ITEMS**

Action items were reviewed by the AED and revised as requested by attendees. See page 5.

#### **CLOSED SESSION**

The Board met in Closed Session to discuss personnel matters pursuant to California Government Code section 54957.

#### **NEXT REGULAR MEETING**

The next regular meeting is scheduled for March 25, 2010, 9:00 to 12:00, immediately followed by the BACWA budget workshop; location to be determined.

#### **ADJOURNMENT**

The meeting adjourned at 2:00 p.m.

**February 25, 2010 BACWA Executive Board Meeting Action Items**

<b>Subject (Lead)</b>	<b>Task</b>	<b>Deadline</b>	<b>Update</b>
Prop 50 (AED, ED & B. Campbell)	Provide balance information, specifically remaining Admin Funding, at March BACWA Board meeting.	3/25/10	
Permits (ED)	Discuss Admin Draft Review concerns with RWQCB at March meeting.	3/15/10	
Kelly Moran, UP3 (BAPPG Chair & ED)	Consider drafting proposal to bring before BACWA Board; include this in BACWA Budget WS discussion in March.	3/25/10	
RWQCB/ BACWA Meeting (ED & Board)	Circulate Agenda, provide feedback to ED.	3/5/2010	
Contracting and Cost Allocation Policy Revisions (ED & Board)	Send revision requests, concerns to ED and include on March Agenda for adoption by BACWA Board	3/25/10	
Succession (Board & ED)	Continue conversations to address Vice Chair Vacancy	3/25/10	
Risk Reduction (ED & Board)	Circulate draft report, provide feedback to ED and submit to RWQCB on March 1. Discuss with RWQCB at March meeting.	3/1/10 3/19/10	
Energy (B. Yerrapotu & ED)	Draft plan for workgroup formation; circulate to BACWA members/committees; assist in planning, facilitating workgroup meeting.	none	
Budget WS (A. Navarret &ED)	Investigate availability at SFPUC for 3/25 board meeting and Budget WS.	3/18/2010	
Enterococcus (A. Navarret)	A. Navarret to prepare comment letter and continue to work with Richard Looker. Keep EBDA, SJ, EBMUD, and CCCSC informed of progress. If necessary, utilize BACWA As Needed Support contracts.	3/22/2010	