EAST BAY DISCHARGERS AUTHORITY
COMMISSION MEETING MINUTES

October 18, 2018

1. Call to Order
Chair Handley called the meeting to order at 9:33 A.M. on Thursday, October 18, 2018, at the Oro Loma Sanitary District Boardroom, 2655 Grant Avenue, San Lorenzo, CA 94580.

2. Roll Call
PRESENT: Ralph Johnson, Castro Valley Sanitary District; Pauline Russo Cutter, City of San Leandro; Tom Handley, Union Sanitary District; Timothy Becker, Oro Loma Sanitary; Marvin Peixoto, City of Hayward

ABSENT: None

OTHERS
PRESENT: Jackie Zipkin East Bay Dischargers Authority
John Bakker Legal Counsel
Howard Cin East Bay Dischargers Authority
Juanita Villasenor East Bay Dischargers Authority
Maria Buckley East Bay Dischargers Authority
Alex Ameri City of Hayward
Paul Eldredge Union Sanitary District
Jason Warner Oro Loma Sanitary District
Roland Williams Castro Valley Sanitary District
Justin Jenson City of San Leandro
Dan Walters Oro Loma Sanitary District

3. Public Forum
No member of the public requested to address the Commission at the meeting.

CONSENT CALENDAR

4. Commission Meeting Minutes of September 20, 2018
5. List of Disbursements for September 2018
6. Treasurer’s Report for September 2018

Commissioner Peixoto moved to approve the Consent Calendar items. The motion was seconded by Commissioner Becker and carried unanimously, 5-0 (Johnson, Cutter, Handley, Becker, Peixoto; ayes).
R E G U L A R  C A L E N D A R

7. General Manager's Report
The General Manager attended a Consequences of Conservation workshop which addressed the impacts of water conservation on wastewater systems, including flow and velocity as well as the changing characteristics of what is coming into the plant. She will also attend the ReNUWIt Industrial Advisory Board Meeting today. ReNUWIt is a research consortium including Stanford, Berkeley, Colorado School of Mines and New Mexico State Universities looking at water reuse and innovative ways to treat wastewater. BACWA is a member, and EBDA will look to partner on pilots and research that will benefit EBDA agencies.

8. Report from the Managers Advisory Committee (MAC)
The MAC met with the General Manager on October 17, 2018. The General Manager reported that the MAC discussed the nutrients watershed permit, JPA cost allocation ideas, and issues related to emerging contaminants. In particular, the MAC discussed participating in a monitoring program for pesticides managed by the California Department of Pesticide Regulation (DPR). An example of a pesticide typically found in wastewater is the flea and tick treatment Fipronil. The monitoring program will help identify different pathways for compounds getting into the wastestream and provide DPR with data to support regulation of pesticides.

9. Report from the Financial Management Committee
The Financial Management Committee met with the General Manager on October 15, 2018. The General Manager reviewed the amended expense summary report, directing attention to the credits that will be applied to the final 2017-18 billings. The overall budget was under by 14%, due mostly to dry winter weather conditions, management of bacterial contamination, and operational savings. An item that was over budget was benefits, but that was due to the deliberate decision by the Commission to apply $100K toward EBDA's unfunded pension liability. There was a discussion regarding whether to return year-end credits to the Member Agencies in the future or pay down EBDA's unfunded liability. The final LAVWMA principal and interest payoff payments have been issued to the Member Agencies.

Commissioner Johnson moved to approve the report from the Financial Management Committee. The motion was seconded by Commissioner Becker and carried unanimously, 5-0 (Johnson, Cutter, Handley, Becker, Peixoto; ayes).

10. Report from the Regulatory Affairs Committee
The Regulatory Affairs Committee met with the General Manager on October 16, 2018. The General Manager reviewed the quarterly reporting checklist. The Nutrients Group Annual report on trends in nutrient loads and flows was discussed including how the data might be used to calculate future load caps. There will be a survey for BACWA member agencies to provide information on population growth in their respective areas, as well as nutrient reduction project planning status. Target loads in the next permit will be based on current loads because the science has not yet concluded whether nutrient reductions will be needed, and if so, how much.
Commissioner Cutter moved to approve the report from the Regulatory Affairs Committee. The motion was seconded by Commissioner Peixoto and carried unanimously, 5-0 (Johnson, Cutter, Handley, Becker, Peixoto; ayes).

11. Report from the Operations & Maintenance Committee
The General Manager met with the O&M Committee on October 15, 2018. The O&M Manager reported out on the status of the HEPS MCC project, and he reported that EBDA had come to an agreement with the County to share costs for repair of a break in the Skywest line under the County’s Bockman Canal widening project. The O&M Manager also stated that in two weeks, the Asset Management Plan Update kick-off and tabletop assessment with GHD would take place. The Committee discussed Bay Area AQPI Project, which aims to improve storm and precipitation predictions for better allocation of resources. EBDA is being asked to help fund and East Bay radar site.

Commissioner Becker moved to approve the report from the Operations & Maintenance Committee. The motion was seconded by Commissioner Johnson and carried unanimously, 5-0 (Johnson, Cutter, Handley, Becker, Peixoto; ayes).

12. Resolution to Become a Party to the California Water/Wastewater Agency Response Network WARN 2007 Omnibus Mutual Assistance Agreement
The General Manager presented information pertaining to the purpose of CalWARN - statewide mutual aid. By signing the agreement, EBDA would become eligible for utilizing resources in an emergency. Staff is also working on other elements of EBDA’s emergency response and business continuity planning.

Commissioner Peixoto moved to approve the resolution. The motion was seconded by Commissioner Becker and carried unanimously, 5-0.

Ayes: Commissioners Johnson, Cutter, Peixoto, Becker, and Chair Handley
Noes: None
Absent: None
Abstain: None

13. Report from the Personnel Committee
The Personnel Committee met with the General Manager on October 16, 2018. The Committee discussed Commissioner compensation and agreed that moving along in small increments is preferred rather than a one-time large percentage increase. The Commission agreed in concept on the Committee’s recommendation of a 2.6% increase from $234 per meeting to $240 per meeting. There was also discussion about whether the Commission had the authority to change the maximum number of meetings per month, and the source of the regulation limiting payment to one meeting per day and whether it applies to EBDA. It was agreed that a Resolution will be brought back at the next Commission meeting, along with a Staff Report summarizing the legal sources of the meeting and payment limitations and whether the Commission has flexibility to make changes.
Commissioner Cutter moved to approve the report from the Personnel Committee. The motion was seconded by Commissioner Peixoto and carried unanimously, 5-0 (Johnson, Cutter, Handley, Becker, Peixoto; ayes).

14. Resolution Approving Revisions to the Authority’s Personnel Policy
The Committee discussed updated wording regarding reporting unauthorized interviews to the General Manager. The General Manager explained that this wording is not intended to prevent whistleblowing. In addition, a lot of benefit language has been moved to the Compensation Policy because it makes more sense there, and avoids duplicate information in two policies. A consultant will be used to assist staff in developing formal language regarding the cafeteria plan for incorporation in the Compensation Plan, which will be brought to the Commission for consideration next Spring.

Commissioner Cutter moved to approve the resolution. The motion was seconded by Commissioner Becker, and approved unanimously, 5-0.

Ayes: Commissioners Johnson, Cutter, Peixoto, Becker, and Chair Handley
Noes: None
Absent: None
Abstain: None

15. Items From the Commission and Staff
The Commission requested that AQPI and DPR be included in the EBDA glossary. The Commission also suggested and agreed that the Pledge of Allegiance should be added to the Agenda.

16. Adjournment
With no further business, Chairman Handley adjourned the meeting at 10:33 a.m.

[Signature]
Jacqueline Zipkin
General Manager