

CWEA P3S Committee Meeting

January 20, 2010

Meeting Minutes

Meeting Location

City of San Jose
Environmental Services Department
170 W. San Carlos St. San Jose, CA 95113

Those in attendance onsite

Michael Simpson – P3S Committee Chair/LA BOS, Norm Domingo – SBSA, Renee Cantara – City of Gilroy, John Mukhar – City of San Jose, Sudhir Singh – City of San Jose, Claire Boswell – City of San Jose, Joseph Bruzzone – City of San Jose, Case Fitzgerald – City of San Jose, Jack Judkins – City of San Jose, Manny Ojo – City of San Jose, Liz Tyson – City of San Jose, Anju Whig – City of San Jose, Phil McGinnis – City of San Jose, Heidi Geiger – City of San Jose

Those attending using the teleconferencing line

Alec Mackie – JWC Environmental, John Boyd – LACSD, Catherine Allin – City of Millbrae, Paul Schmidtbauer – SOCWA, Joe Lucia – Retired, Marci Donohoe – CWEA

Introduction (Simpson)

Meeting called to order at 10:10 AM. All attendees present and on the conference call phone introduced themselves. Simpson introduced the technical session speaker, Ms. Heidi Geiger. Ms Geiger is a Professional Engineer and Senior Environmental Inspector with the City of San Jose. She can be reached at (408) 277-2755 and her email address is heidi.Geiger@sanjoseca.gov.

Technical Session

“City’s of San Jose’s Industrial User Academy – Paving the way to Compliance”

Since 1996 the City of San Jose Environmental Services Department has been presenting educational workshops for Industrial Users (IUs) that discharge to the San Jose/Santa Clara Water Pollution Control Plant. The workshops are presented primarily by Environmental Inspectors & Support Staff and focus on teaching IUs about the City of San Jose’s Watershed Protection Program Requirements.

Over 22 workshop sessions have been conducted to date, with over 350 IU’s in attendance and more than 500 participants. The workshops typically follow a standard agenda:

- Why the City regulates and what are Pretreatment Program requirements.
- Applicable Federal and State Regulations.
- Who is the City of San Jose Environmental Services Department.

- Wastewater Discharge Permit Applications. How to complete the applications, types of permits (standard and temporary), submittal deadlines, common questions about the process, and applicable permit fees.
- Permit Issuance & Conditions.
- How to Complete Baseline Monitoring Reports (BMRs) and Self Monitoring Report (SMRs), including a line-by-line review of a standard SMR form.
- Source Control Inspection Program: Purpose of Inspection, Inspection Frequency, Legal Authority to Conduct Inspections, Announced and Unannounced Inspections, review of typical processes/equipment/items that a Field Inspector will check.
- Sampling of Permitted Industrial Users
- Green Circle Exercise for participants. The exercise is designed to demonstrate pollution prevention challenges.
- Enforcement and Reporting: Authority to Enforce, Types of Violations, Enforcement Response Plan, Types of Enforcement Actions, Escalation of Enforcement, Surveillance Sampling and Monitoring, Escalation of Enforcement, Significant Non-Compliance, Semi-Annual and Annual Reporting.
- Industrial Storm Water Inspections.
- Water Efficient Technologies Program (WET). This is an incentive program featuring rebates for the installation of pretreatment and pollution Prevention technologies at IUs. All IUs discharging to San Jose/Santa Clara Water Pollution Control Plant are eligible.

The workshop concludes with a tour of the San Jose/Santa Clara Water Pollution Control Plant.

The Benefits of IU Academy for Industrial Users are:

- IU gains detailed knowledge of program requirements
- IU understands the purpose and motivations behind the program requirements
- Provides a good networking opportunity to meet other IUs with similar concerns
- IU learns who and where to obtain further information

Benefits of IU Academy for the City are:

- Better compliance from IUs
- Better communication with IUs
- Increased participation in pollution prevention programs

In general the workshops have been highly successful with both good participation from IU's and good return on investment for the City of San Jose. As such, the city plans to continue the program into the foreseeable future.

BUSINESS MEETING

Meeting was called to order at 10:30 AM

Old Business

Subcommittee Reports

- **CWEA- Update:** No report. Simon Watson not in attendance.
- **Treasurer' Report:** Treasurer Joe Lucia reports 2010 P3S conference revenue of \$11,299.00 has been received to date, primarily from exhibitors and sponsors. The current P3S Committee balance stands at \$30, 199.07. \$3,850 has been paid in expenses for the 2010 P3S conference, primarily for deposits for the tall ships event and conference brochure printing and mailing costs. Lucia expressed apprehension about conference finances and a low number of registrants (only 11 so far). However, Marci Donohoe reports sponsor levels are doing well in comparison to previous P3S conferences.

- **Awards Subcommittee:** Paul Schmidbauer reports site tours of the Southern California nominees for the 2009 Industrial Facility of the Year have been completed and final scores to determine the winner(s) will be determined shortly. John Mukhar reports Tim Potter and his subcommittee members are currently conducting the site tours of the Northern California IFOY nominees. No problems with the IFOY award process are anticipated.

- **Technical Certification Update:** Bill Garrett will be conducting a exam preparation session for the Environmental Compliance Inspector (ECI) TCP Grade 1-4 exams later today at the LACSD Los Coyotes WRP from 4pm –10pm. Norm Domingo reports Jody Allen of Sacramento will present a free “train the trainer” session for Environmental Compliance Inspector (ECI) certification the day before the next annual CWEA conference. Domingo suggests that after having their members receive such training, local sections could then raise money for local section activities by charging attendees to attend ECI review sessions sponsored and conducted by the local section. Domingo will write an item regarding the Jody Allen free training session that will be included in the next CWEA Bulletin.

- **Sewer Science training:** Simpson proposes that the P3S Committee approve \$3500 from the Committee's activity fund to help cover the annual funding required for the training of 20-30 LAUSD teachers who present this program to LAUSD students. The proposal was seconded and approved. Joe Lucia raises concerns about this program being included in the “approved budget”.

Conference Planning:

Simpson directed a session planning the 2010 Conference in Long Beach.

- **Chair Report re: Conference Attendance Concerns:** John Mukhar reports San Jose will be sending 4 attendees, but each needs to be presenting at the conference and the city is denying travel expense reimbursement to employees. Simpson states conference organizers are trying to make the conference as useful and interesting as possible to attract attendees.

- **Vendor Chair Report:** Alec Mackie reports that he needs to sign up 5 more booth vendors/exhibitors to meet the conference goal of 21. He doesn't anticipate getting these 5 will be a problem. Mackie states he feels the vendor/exhibitors are in great shape. Joe Lucia expresses concern that there won't be enough conference attendees to support the vendors. Mukhar states Enfotech & Consulting of New Jersey, a provider of pretreatment program software systems, recently approached him about being a vendor. Catherine Allin suggests another possible vendor is “Power of 3”. Other Committee attendees further suggest possible vendors are Linko (another pretreatment program

software provider-main contact Skip Keeney), and Oratech. Mackie will also contact both SARBS and LABS (CWEA local sections) as possible conference sponsors.

➤ **Conference Brochure:** Joe Petchuk was not in attendance today. Donohoe reports the brochures have been printed. Only 500 were produced as previously determined by the Committee in order to save costs. Boyd requests 10 be sent to Schmidtbauer and 15 to Potter for distribution to IFOY winners who may be attending the conference awards lunch.

➤ **Conference Reminder Emails:** Boyd will send an e-mail reminder with a link to an electronic copy of the conference brochure to P3S committee members. Donohue states the next conference reminder email blast sent by CWEA to all CWEA members will go out on 1-28-10.

➤ **Folders for Handouts:** Synagro will sponsor the printing of inserts/handouts that are included in the attendee folders.

➤ **Conference Organizer/Volunteer Gifts:** Simpson states volunteer polo style shirts will be bright purple, the color of recycled water pipe.

➤ **Session Chair Report:** No report, Preeti Ghuman not in attendance at today's meeting.

➤ **Conference Chair Report:** Michael Simpson Reports:

- The Dueling Ships event is set. Joe Lucia reports deposits have been made for transportation (buses) to ferry event participants from the hotel to the dock where the ships are located.
- EPA will be sending helpers from Washington D.C. to assist the conference in the "Doing Business with the EPA" vendor session.
- L.A. Live Tour. A fun event for Conference attendees is set. The tour will depart from the Hilton in Long Beach on Sunday afternoon and proceed to The L.A. Live site near downtown Los Angeles using public buses and the Metrorail "blue line" trains. The event is listed in the conference brochure.

➤ **Conference Signs:** Donohoe reports CWEA can provide reusable 11" x 17" signs to save signage costs. Boyd will have signage chair Ken Hanks contact Donohoe regarding the use of approximately 40 of these signs. Mackie reminds the committee that the signs need to include sponsor logos. Lucia suggests the sponsor logos need to be prominently displayed.

➤ **Hotel Walk-Through:** A walk-through of the Long Beach Hilton Hotel will be conducted at 11:00am on Wednesday, 2-3-10. Conference organizers will attend. Lunch will be served at the hotel restaurant.

New Business

➤ **2011 P3S Conference:** Simpson and Mukhar report the 2011 conference site choices have been narrowed to San Jose, Santa Clara, Oakland, or Napa. The conference is tentatively scheduled to be on February 28th-March 2nd, 2011.

➤ **Committee Meeting Minutes Approved:** Minutes for the P3S Committee meetings held on 9-30-09, 10-21-09, 11-17-09, and 12-16-09 were approved and will be posted on the P#S website immediately.

Next Meeting (Simpson)

The next P3S Committee meeting will be at 7:30am at the P3S Conference in Long Beach on Tuesday, 3-2-10.

Meeting adjourned at 1140 hours

Respectfully Submitted,
John Boyd
Secretary, CWEA P₃S Committee