

CWEA P3S Committee Meeting

March 24, 2010

Meeting Minutes

Meeting Location

City of Los Angeles Bureau of Sanitation Administration Building
2714 Media Center Drive, Los Angeles, CA 90065

Those in attendance onsite

Michael Simpson – P3S Committee Chair/LA BOS, Bill Garrett – LACSD, Preeti Ghuman – LACSD, Ken Hanks – LACSD, Doug Rands – LACSD, John Boyd – LACSD, Leo Ingalla – LA BOS, Phillip Lo – LACSD, Paul Schmidtbauer – SOCWA, Scott Fraser – OriginOil Company, Chris Bevin – OriginOil Company

Those attending using the teleconferencing line

Marci Donohoe – CWEA, Alec Mackie – JWC Environmental, John Mukhar – City of San Jose, Tim Potter – Central Contra Costa Sanitary District, Kathryn Gies, West Yost Associates

Introduction (Simpson)

Meeting called to order at 10:15 AM. All attendees present and on the conference call phone introduced themselves. Simpson introduced the technical session speakers, Mr. Scott Fraser and Mr. Chris Bevin of OriginOil Company. Mr. Fraser is Vice President of Operations. Mr. Bevin is the Director of Business Development and can be reached at (323) 939-6645 ext. 651 and his email address is chris@originoil.com.

Technical Session

“A Breakthrough Technology to Transform Algae into Oil”

Origin Oil is a research and development company working on scalable technology to use algae to produce oil (biofuel) that could supplement and eventually replace traditional petroleum production methods, such as drilling and pumping from the ground, as the major source for oil used to make transportation fuels (gasoline, jet fuel, etc) and other products.

OriginOil is currently developing the process and equipment technology needed to quickly grow proper algae and harvest the oil produced by the algae as part of their natural respiration. Algae in water have 3 general requirements to produce oil: a light source to provide the light energy necessary for photosynthesis (usually the sun), carbon dioxide, and a food source which could potentially consist of digested sludge from a sewage treatment plant.

OriginOil has developed a patented bioreactor technology called the Helix BioReactor™: this device enables multiple vertical growth planes for the algae by optimizing the delivery of light. This promotes quick and efficient algae growth and associated oil production by the algae being

kept in a sealed environment where exposure to sunlight and nutrient sources is closely monitored and controlled. The oil produced by the algae is contained within the algae cells and must be extracted. The oil generally consists of “light ends” and is not a suitable replacement for products which require the heavy “tarry” ends contained in most in-ground petroleum. OriginOil has developed a promising technology called Quantum Fracturing™ that combines electromagnetism and pH modification to break down algae cell walls to quickly and efficiently extract the oil from the algae.

OriginOil is currently searching for a suitable public agency that operates sludge digesters as part of the wastewater treatment process to form a joint pilot project partnership as part of its planned participation in a Federal Department of Energy “Energy From Wastewater” program. As noted above, the sludge from the digester could provide a cheap, plentiful, and mutually beneficial reuse option if it proves satisfactory as an algal food source.

BUSINESS MEETING

Meeting was called to order at 12:00 PM by Simpson

Old Business

Subcommittee Reports

➤ **CWEA- Update:** None. Simon Watson not present.

➤ **Treasurer’ Report and Status of 2010 P3S Conference Revenue:**

- Bill Garrett reporting for Joe Lucia: Treasurer Joe Lucia reports via email communication to Bill Garrett that conference revenue was about \$95,000.00. Conference expenses to date are \$67,000 with approximately \$10,000 still outstanding. Lucia estimates that revenue over expenses will be about \$18,000. Given the level of uncertainty regarding number of participants at the 2010 conference due to the ongoing economic recession, P3S Committee members present expressed their shared relief over the positive figures presented by Garrett. Lucia will present his official Treasurer’s report at an upcoming P3S Committee meeting. Lucia sent word that all conference reimbursement requests should be sent to him as soon as possible. Garrett reports all conference food and room guarantees were met, though ultimately, the hotel had waived the requirement for the committee to meet the guarantees due to the Hotel Workers Union protest activities that occurred both prior to and during the conference.
- Preeti Ghuman stated she’d be submitting a reimbursement request for airline ticket costs associated with the travel of selected conference speakers.
- Garrett and Exhibits Chair Alec Mackie report conference fees charged to exhibitors brought in \$1400 over costs.

➤ **Feedback on the 2010 P3S Conference:**

- Simpson reports the “Doing Business with the EPA” session was well attended. Garrett recommends this session be considered for future P3S conferences. Garrett suggests a questionnaire be developed by Simpson and Philip Lo for session attendees to determine if the session met their needs and gauge interest in attending repeat sessions at future conferences.
- Simpson suggests there be a P3S/CWEA brochure available to future conference attendees, which would explain the relationship between CWEA, its various subparts (committees, local sections, etc), CWEA’s goals, and its relationship to other organizations such as WEF, AMSA, NACWA, and the EPA.
- Tim Potter suggests a flyer be prepared and distributed with P3S meeting announcements.
- Ghuman reports she found a blanket in the Caribbean room of the Hilton Long Beach hotel during the conference.
- Ghuman thanks everyone for the Silver Cover award she received at the conference.
- Ghuman reports the speaker “gifts” (PowerPoint Presentation USB connection devices) were very popular and suggests session chairs be thanked for their efforts in the future by also getting such a gift.
- Garrett and Ghuman agree that the post conference electronic survey sent out by Marci Donohue was a good idea.
- Potter, Paul Schmidbauer, Garrett, and Simpson report the Awards banquet went well. The door prizes (Home Depot gift cards and 2 airline tickets) were very successful in keeping banquet attendees in their seats until all the awards had been given out. All encourage this method be used again at future conferences to prevent banquet attendees from leaving early, which has been a huge problem in the past.
- Mackie reports exhibitors and vendors felt the conference was worthwhile. Vendors dealing in wastewater related products and services said they would have preferred to have only been at the conference for the Monday afternoon reception to reduce their time onsite. Vendors in general said anything to make their time onsite more “concentrated” with conference attendees would be better as well.
- Ghuman suggests the continuing education unit program be improved at the next conference. She says the forms could be better and there needs to be better instructions provided to attendees. Marci Donohue agrees the CEU forms can be reworked prior to the next P3S conference.
- Simpson requests Donohue send him a copy of the police report regarding the theft of computers from a storage room at the Hilton hotel during the conference. Garrett says he’ll provide Simpson with a copy of the police report. Ghuman comments that she thought the hotel did a nice job of handling the union discord, providing the extra security that was needed, and stepped up quickly to provide replacement computer equipment for that which was stolen. Simpson states the P3S committee will look into purchasing cable locks to better secure AV/computer equipment in rooms during off-hours and break periods.
- Ken Hanks states he liked the conference packet design and the double-sided abstracts. He also liked the fact that the conference person dedicated to handling AV/computer equipment/set-up/troubleshooting. Ching Loong (w/ LA BOS) was this person and did a great job.

- Ghuman recommends to Donohue that CWEA reconsider their policy regarding providing computers to conferences. Garrett states he's not in favor of renting computer and AV equipment from the hotels due to the excessive fees they charge.

3-31-10 email from CWEA's Julie Taylor to Simpson on this topic is as follows:

Hi Michael,

THanks for your time on Friday. In terms of AV, as we discussed, CWEA has no policy that dictates how a conference committee should handle AV. As I mentioned to you and to your committee members when asked at the event, this is a decision that is left up to the committees. For AC and TSS, they have decided to rent via an AV company. For NRTC, No Safety and So Safety, they borrow from agencies and consultants like P3S does. The only thing we ask committees to keep in mind is that our insurance policy only covers CWEA owned equipment.

Have a great week,

Julie

Julie A. Taylor, CAE

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On 3-13-10 Simpson requested this email be included in these meeting minutes for reference purposes. JB

- Hanks reports he received several complaints from conference attendees regarding parking costs.
- Ghuman asks Hanks how the signage for the conference worked out: Hanks reports the signs prepared by the LACSD for the conference were very expensive and he recommends that in the future the reusable signs provided by CWEA be used more extensively to cut expenses. The non-reusable signs cost about \$3000 and Hanks reports LACSD may balk at paying for them, thus forcing the P3S committee to cover the cost.
- Lo recounts that CWEA's Julie Taylor mentioned to him that she wants to put out RFP's (Request for Proposal) in the future for the hotels up for consideration for the conference venue. She thinks this may allow a more competitive process and ultimately provide a higher quality venue at a lower cost for future P3S conferences.

New Business

- **2010 P3S Committee Budget:** Incoming P3S Committee Chair John Mukhar requests all 2010-2011-budget items be sent to him.

- **2010 CWEA Annual Conference in Sacramento (April 20-23):** Simpson will attend the conference. Mukhar has coordinated the four 4 P3S half-day sessions that will be presented.
- **2010 Northern Regional Training Conference:** This conference, scheduled to be held in Modesto on September 15-17, 2010 is in need of a Session Co-Chair. No volunteers for this need stepped forward at the meeting.
- **Sewer Science reimbursement:** Simpson requests CWEA (Donohue/Taylor) send him the checks LA BOS is owed for the Sewer Science Program that LA BOS put on and which the P3S Committee agreed to help fund.
- **Combining the P3S Committee with CWEA Public Education Committee:** It has come to the attention of the P3S Committee that members of the Public Education Committee, including their current Chair, Ms. Devina Douglas of the South San Luis Obispo CSD, would like to explore the possibility of combing the two committees. The Public Education Committee has had difficulty maintaining enough volunteers and members to effectively administer their program and think that combining with the P3S committee might be a natural fit considering the public education programs (such as the Sewer Science Program and the Public Education and outreach sessions presented at P3S conferences) the P3S Committee already funds or coordinates.
 - Potter suggests that the public education committee become a subcommittee of the P3S Committee and then sponsor a session at the next P3S conference.
 - Simpson will collect more information on this topic at the upcoming CWEA annual conference P3S breakfast meeting in Sacramento. He will then re-introduce this agenda item for further discussion at a subsequent 2010 P3S committee meeting.
- **Meeting Minutes Approved:** Unanimous approval was given for the meeting minutes for the P3S meetings of 1-20-10, 2-3-10, and 3-2-10. Boyd will have the minutes posted on the P3S website as soon as possible.
- **Doug Rands Retirement:** Doug Rands announced he'll be retiring on June 1, 2010. He received hearty congratulations from all committee members present.

Next Meeting (Simpson)

The next P3S Committee meeting will be at 7:00am at the CWEA Annual Conference in Sacramento on Thursday, 4-22-10.

Meeting adjourned at 1300 hours.

Respectfully Submitted,
John Boyd
Secretary, CWEA P₃S Committee