



**San Francisco Public Utilities Commission
 Citizens' Advisory Committee
 Wastewater Subcommittee**

MEETING MINUTES

**Tuesday, January 12, 2021
 5:30 p.m. – 7:00 p.m.**

PARTICIPATE VIA BLUEJEANS VIRTUAL CONFERENCE SOFTWARE

Meeting URL

<https://bluejeans.com/396079995>

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408.317.9253

Meeting ID

396 079 995#

This meeting is being held by Teleconference Pursuant to the Governor's Executive Order N-29-20 and the Sixteenth Supplement to Mayoral Proclamation Declaring the Existence of a Local Emergency Dated February 25,2020

During the Coronavirus Disease (COVID-19) emergency, the San Francisco Public Utilities Citizens Advisory Committee's (SFPUC CAC) regular meeting room, 525 Golden Gate Ave., 3rd Floor Tuolumne Conference Room, is closed. CAC Members and SFPUC staff will convene CAC meetings remotely by teleconference. Members of the public are encouraged to submit their public comment on agenda items in advance of the teleconference meeting by emailing comments to cac@sfgwater.org. Comments submitted no later than 12 PM Tuesday the day of the meeting will be read into the record by SFPUC CAC Staffing Team members during the teleconference meeting and will be treated as a substitute to providing public comment during the meeting. Persons who submit written public comment in advance on an agenda item or items will not be permitted to also provide public comment on the same agenda item(s) during the meeting.

Mission: The Wastewater Subcommittee shall review sewage and stormwater collection, treatment, and disposal system replacement, recycling, and other relevant plans, programs, and policies ([Admin. Code Article XV, Sections 5.140 - 5.142](#)).

Members

Amy Nagengast, Chair (D8)
 Marria Evbuoma (D1)

Amy Zock (D6)
 Anietie Ekanem (D10)

Austin Hunter (M-
 Enviro. Org)

D = District Supervisor appointed, M = Mayoral appointed, B = Board President appointed

Staff Liaisons: Tracy Zhu and Mayara Ruski Augusto Sa
 Staff Email for Public Comment: cac@sfgwater.org

London N. Breed
 Mayor

Sophie Maxwell
 President

Anson Moran
 Vice President

Tim Paulson
 Commissioner

Ed Harrington
 Commissioner

Michael Carlin
 Acting
 General Manager

OUR MISSION: To provide our customers with high-quality, efficient and reliable water, power and sewer services in a manner that values environmental and community interests and sustains the resources entrusted to our care.



ORDER OF BUSINESS

1. Call to order and roll call

Members present at roll call: (3) Nagengast, Evbuoma, Hunter

Members Absent: (2) Zock, Ekanem

SFPUC Staff present: Greg Norby

Members of the Public: Michelle Pierce, Rianna

2. Approve [November 10, 2020](#) Minutes

Motion was made (Hunter) and seconded (Evbuoma) to approve November 10, 2020 Minutes.

AYES: (3) Nagengast, Evbuoma, Hunter

NOES: (0)

ABSENT: (2) Zock, Ekanem

Public Comment: None

3. Report from the Chair, Amy Nagengast

- Welcome members, staff, and the public
- Wished everyone a happy new year
- Thanked Misty McKinney for her contributions to the CAC
- Announced her appointment as Acting CAC Wastewater Chair
- Welcomed Austin Hunter!
- Invited all members and staff to introduce themselves

Public Comment: None

4. Public Comment: Members of the public may address the Committee on matters that are within the Committee's jurisdiction and are not on today's agenda

Public Comment: None

5. Presentation and Discussion: [Wastewater Enterprise FY21-22 Budget Priorities](#), Greg Norby, Assistant General Manager, Wastewater Enterprise

Presentation:

- Wastewater Enterprise Overview
- Impact of COVID-19 on the Wastewater Enterprise Budget
- Three Themes for SFPUC's Budget Development: People, Resiliency, Utility of the Future, Now
- SFPUC Strategic Plan & WWE Business Plan Address Budget Themes: SFPUC Strategic Plan Goals

- People: challenges are the changing workforce needs and training and assessing a highly skilled work force.
- New Staff Training & Dedicated Training Team
- Southeast Community Center
- Resilience
- New Proposal: Staff Support and Property due to SSIP
- New Proposal: Digester Cleaning to Extend Useful Life
- New Proposal: Expanding Service Contracts and Formalizing a Safety Team
- Utility of the Future, Now
- Add-backs
- Budget Summary
- Total Budget Changes FY 21
- Total Budget Changes FY 22

Discussion:

- **Member Hunter** asked how the Wastewater Enterprise currently tracks employee training and if that is coordinated by the PUC HR department or if there will be a new tracking process.

AGM Norby answered that training is mainly planned and tracked by the Wastewater, but there is some overlap for trainings that are useful for all facilities. There is not a significant amount of coordination beyond each of the enterprises.

- **Member Hunter** asked how trainings are monitored, what is the record keeping procedure and if it is adopted agency wide.

AGM Norby answered that the monitoring is consistent and that the entire PUC uses the same learning management system. The intent is to have an unified and well-organized single source of trainings records for the entire SFPUC.

- **Member Hunter** asked how often are the digester cleanings expected to be necessary? Every five years?

AGM Norby answered it is expected to cost one million dollars per year. The frequency is just an estimate. It depends according to the loads that end up in the digester and that varies year to year. The average figure is to ensure that the resources are available.

- **Member Hunter** asked AGM Norby to talk a little bit more about the maintenance contract for odor control around the Southeast Facility.

AGM Norby explained that the individual treatment systems at the plants have their own odor control system. They are large air systems and huge volumes go through them to absorb the odors. The maintenance contract is quite simple. It ensures regular service to monitor the condition of the material that absorbs odor components and they replace the filters as needed.

- **Member Hunter** asked if there are other triggers that might prompt earlier maintenance other than the standardized timeline and levels.

AGM Norby explained that the main triggers are performance measures, evaluation of air content, notification by residents, and differential air pressure across the units. The basic reliance is the people's perception of

the odor. Odor complaints are data points in terms of assessing the effectiveness of the system.

- **Member Evbuoma** commented that she hopes that community engagement is not a top-down model and that the future community engagement has space for change. Member Evbuoma asked if there is a space where the PUC is including the eco-system in the thought process.

AGM Norby answered that the SFPUC actively puts resources and emphasis in outreach and engagement and that, although not perfect, there is an honest interest in a dialogue with the community. There is tremendous interest in engaging the community. It is a cultural value of the organization, but there is a long way to go.

- **Member Evbuoma** asked if there is a space for old technology and if that is part of the trainings as well.

AGM Norby answered that the Green Infrastructure Program is basically bringing back into the urban water shed what the land used to do before it was covered up with concrete and paving. This is an example where the simple solution of how to manage stormwater and allowing the water shed to have enough of its original properties so it can do what it used to do before any intervention. There are many parts of the City where there are opportunities to readily capture stormwater and recharged to the groundwater basin.

- **Member Evbuoma** agreed about the use of stormwater and mentioned places where she has seen the good use of stormwater. Member Evbuoma asked if there are plans for wastewater reuse and promotions of those types of practices.

AGM Norby answered that there are existing components of different grant programs that are not yet the scale that they could be. It is simple in concept and there is a lot of activity within the range of areas mentioned by Member Evbuoma, but it is still somewhat nascent. The Onsite Reuse Ordinance has been in place for a long time. At the moment, the Wastewater Enterprise is probably investing more in the heavy reuse infrastructure like the new recycled water projects. The Wastewater Enterprise is near the final stages of launching a residential green infrastructure program, that will offer grants for residential actions with water capture and reuse. The plan is to have this pilot out later in 2021.

- **Chair Nagengast** mentioned that she has been hearing that the Wastewater Enterprise has a fair percentage of its workforce that are at or close to retirement age and asked if the AGM Norby has a number or a general sense of what percentage that is.

AGM Norby answered that it is close to 50% and that means that percentage of the workforce will be eligible to retire in the next three to four years. And the pandemic might accelerate that.

- **Chair Nagengast** asked how the Wastewater Enterprise is addressing retention and succession planning and who is in charge of making sure that promotions happen, and succession planning occurs.

AGM Norby responded that this is an industry-wide challenge. The PUC struggles with hiring and filling positions. Justine Hinderliter, who is the Human Resources AGM, has brought a lot of initiatives and the PUC has been working hard on putting together a complete employee lifecycle

plan. The PUC is getting ahead of the curve in terms of succession planning and retirement trends and how to create an attractive onboard and create workforce awareness. The plan is multipronged, and the PUC has been doing everything that is possible. The City has a tough complicated hiring system and it adds to the problem. The SFPUC has to improve, solve the problem and figure out how to be an attractive employer, and improve how to bring community in and create opportunities.

Public comment: None

6. Staff report

- Staff Zhu reminded the members that Michael Carlin is now the Acting General Manager and that External Affairs has a new Assistant General Manager, Masood Ordikhani.
- Staff Ruski Augusto Sa asked the Subcommittee members about interest on a presentation about the Sewer Lateral program and the Westside 2021 projects for the March 9th CAC Wastewater Subcommittee meeting. The members were excited about all the themes. Member Evbuoma was excited to hear more about the Westside Projects.
- Staff Zhu also mentioned the possibility of a presentation on Stormwater branding and if there was a preference to have that item before the Full CAC or the next Wastewater meeting. Chair Nagengast supported elevating that theme to the Full CAC.

7. Future Agenda Items and Resolutions

- Sewer Laterals – *tentatively March*
- Westside 2021 Projects – *tentatively March*
- Environmental Justice Analysis update specially the Southeast Community Center – Staff will coordinate a meeting between Member Hunter and Staff Edgar Barraza
- More Context about the Four New Positions mentioned during AGM Norby's presentation
- Asset Management Integration – Wastewater policy and capital projects
- Green Infrastructure Program and Resolution Update
- Wastewater Communications Update
- Watershed Stewardship Grants
- Stormwater Management Ordinance and the Southeast Treatment Plant
- Environmental Justice in Capital Projects
- Upcoming Construction
- Workforce Programs and Qualifications
- Treasure Island Field Trip

Adopted Resolutions for Follow Up

- Resolution in Support of SFPUC Class A Biosolids Local Distribution Program [adopted August 21, 2018](#)
- Resolution in Support of Cityworks Interns Recommendations [adopted in November 21, 2017](#)
- Resolution in Support of Equitable Green Infrastructure Implementation throughout the Southeast Sector of San Francisco and throughout the City [adopted June 20, 2017](#)
- Resolution Urging SFPUC Commission to Initiate Planning and Environmental Review for Building a New Community Center at Third and Evans and to Direct Staff to Develop an Interim Greenhouse

Environmental and Workforce Development Program adopted on October 18, 2016

- Resolution Supporting the SFPUC to Conduct Robust Community Engagement to Determine the Community's Preference for Remodeling Southeast Community Facility at 1800 Oakdale or Building a New Community Center at 1550 Evans adopted on January 19, 2016

Public Comment: None

8. Announcements/Comments

- The next scheduled meeting of the Wastewater Subcommittee will take place on March 9, 2021. Visit www.sfwater.org/cac for final confirmation of the next meeting date.
- Reminder about open seats and the possibility of youth getting involved in the CAC.
- Chair Nagengast highlighted that the City of San Francisco will be kicking off a Climate Action Plan and there will be an event on January 14, 2021.

Public Comment: None

9. Adjournment

Motion was made (Evbuoma) and seconded (Hunter) to adjourn the meeting.

Meeting was adjourned at 7:07 pm