

Final Minutes
Seattle Water Supply System Operating Board
February 4,*20202021*Year error noted & corrected post 3/4/21 Minutes Approval
1:00 PM to 3:00 PM
WEBEX Teleconference

<u>Board Members</u>	<u>Board Alternates</u>	<u>Utility Representatives</u>	<u>SPU Attendees</u>	<u>Other Attendees</u>
Alex Chen, V Chair	Ron Speer	Mike Amburgey	James Amspacher	David Barnes
Mami Hara	Shane Young	Boyd Benson	Jennifer Arthur	Pete Eberle
Diane Pottinger, Chair	Eli Zehner	Abdoul Gafour	Chad Buechler	Patty Hale
Matt Everett		Jason Kintner	Regina Carpenter	Greg Hill
Paula Laschober		Steve Leniszewski	Maria Coe	Darcey Peterson
Lynne Danielson		Mike Martin	Kathy Curry	Laura Marrone
Ron Little, 7 th Member		Al Nelson	Terri Gregg	Pam Maloney
		Suzi O'Byrne	Andrew Lee	Kimberly Nuber, PSERN
		Terry Olson	Eugene Mantchev	Mike Oberstadt
			Martha Neuman	Steve Pfaff
			Kelly O'Rourke	Kathleen Quong-
			Maura Patterson	Vermeire
			Ned Worcester	Ron Straka
				Ron Ricker
				Robert Russell

1. Welcome and Introductions

Diane Pottinger, Operating Board (OB) Chair, welcomed everyone.

Kathy Curry, Seattle Public Utilities (SPU) Wholesale Contracts Manager (WCM), listed meeting attendees. During this process, Darcey Peterson, General Manager with King County Water District No. 90 (WD 90), announced that Byron Murgatroyd, WD 90's Utility Representative to the OB and a WD 90 Commissioner, had resigned to spend more time with family. Kathy asked Darcey to pass on good wishes and thanks from the group to Byron for his contributions to the OB, with Bryon having participated on the Operating Board since 2011.

Kathy reminded the group of her having returned to the WCM role and thanked everyone for their support. She went on to describe how Terri Gregg would be continuing to help with day to day wholesale contract management work and would be taking the lead on some work such as being the primary contact for contract questions and upcoming workshops. Kathy asked that she and Terri both continue to be copied on correspondence.

Alex Chen, SPU Interim Water Line of Business Deputy Director, provided additional updates. Alex announced that Lynne Danielson, Olympic View Water and Sewer District's (OV) General Manager and Small Utility Category OB Member, was retiring. Alex acknowledged and thanked Lynne for her many contributions to the OB, mentioning that Lynne has been participating in the Operating Board since April 2011, having served as a Small Category Utility Representative, a Board member, Chair and Vice Chair.

Lynne Danielson shared some of her post-retirement plans and introduced David Barnes as OV's new General Manager and Utility Representative to the OB, effective March 1, 2021. The group thanked Lynne and welcomed David.

2. Minutes/Agenda

- a) The December 17, 2020 minutes were approved 6-0.
- b) The February 4, 2021 agenda was approved 6-0 with modification to 4b, for Alex Chen to provide a lead-in update presentation on the Tolt Dam Warning System, labeled 4b-1.

3. Old Business

a) CIP Workshops

SPU's Terri Gregg and Maura Patterson gave an overview of the February 10, 2021 Capital Improvement Plan (CIP previously referred to as CFP) workshop and provided information on subsequent workshops and dates. The group discussed that there is a WA Association of Sewer & Water Districts meeting on same date/time as the first CIP workshop but that it will be recorded so there is need to change the date of the first CIP workshop.

4. New Business

a) COVID Vaccination Planning

SPU's Andrew Lee, SPU Deputy Director of the Drainage and Wastewater Line of Business, shared information on vaccination prioritization and planning work underway, noting that water utility staff are not included in the State Department of Health's Phase 1b, Tier 2. SPU has prioritized workers based on criteria that is focused on work-related exposure risks rather than based on health status, which is covered in the State's prioritization system. Andrew explained that SPU's highest priority tier includes water treatment operators, watershed protection, control center, water quality testing, and leaks and breaks workers. SPU is not currently requiring employees to get vaccinated but may re-evaluate this in the future. SPU is also working with the City of Seattle cross-department vaccination team and requesting advocacy from unions and others to elevate prioritization of water utility staff. Discussion ensued and included comments on how to incentivize employee vaccinations. Andrew closed by welcoming continued collaboration with our wholesale partners on this issue.

b) Emergency Communication Tools

Alex Chen, SPU Acting Deputy Director of the Water Line of Business and Shared Services, gave a lead-in presentation that touched on the importance of emergency communications and provided information about a recent audio warning malfunction of a the Tolt Dam Early Warning System when, due to power failures, it did not sound off on Wednesday, January 13 at noon as it normally does. Alex went on to confirm that, despite this issue, 24/7 safety monitoring was never interrupted and that the malfunction has since been fixed.

Alex also described several emergency and non-emergency notification tools beyond the dam warning system, including a phone tree alert process; emergency alerts to cell phones; reverse 911 callouts; radio and television alerts; ALERT King County; and radio communications.

Alex turned it over to Ned Worcester, SPU Risk and Quality Assurance Director. Ned provided an overview of the remaining Emergency Communication Tools presentations to be provided and introduced Kimberly Nuber with the Puget Sound Emergency Radio Network (PSERN).

Kimberly Nuber provided information on PSERN and emergency radios with dedicated wireless technology separate from cell phone service providers. Kimberly described the benefits of PSERN participation and that

interested participants must sign an agreement by June 30, 2021, which commits the agency to at least 10 years of service rate payments (monthly fees per radio).

Following Kimberly's presentation, Ned Worcester shared information about the Department of Homeland Security's (DHS's) Priority Telecommunications Services (PTS), the value of these services, and the enrollment process. Ned then shifted to providing information about the status and improvements planned for the SPU-purveyor radio system.

To round up the emergency communication tools presentations, Chad Buechler, with SPU Emergency Management, provided information about community notification systems, including Local Emergency Management systems such as AlertSeattle and Alert King County. Utilities interested in more information about community notifications or their specific OEM jurisdiction points of contact can contact SPU Emergency Management, either directly or through Kathy.

The group discussed interest in bringing this topic back to the OB, perhaps in the coming summer.

5. Executive Summaries and Other Business

- **Contract Review Updates** – Mami Hara, SPU General Manager and Chief Executive Officer, described the focus of the upcoming February 24th contract workshop and provided a reminder to complete a survey that has been sent out.
- **Water Consumption from Watersheds vs. Rate Studies and Water Supply Update** – Alex Chen went over Attachments 5a and 5b, describing recent consumption and the effects of a rainy January. Alex relayed that Elizabeth Garcia would be joining the April 1 OB meeting to provide a more detailed water supply update.
- **Reclaimed Water Update** – Alex Chen relayed that SPU is still awaiting an update from King County and mentioned the issue of PFA detections in reclaimed water. Alex said he would provide more information when available.
- **CIP Project Updates** – Alex shared that the Riverton and Eastside Reservoir Seismic Upgrade Assessment Consultant RFQ Announcement was expected in February 2021.
- **Other Updates**
 - Alex also shared that SPU is considering a recent request from the City of North Bend for water conservation services and will provide more information when available.
 - Alex provided information on the shutoff notification information that was provided with meeting materials.
 - Kathy Curry thanked the group for help with updating the 2021 Emergency contact list and let them know she would be sharing it after updates were completed from Cascade.
 - Kathy also reminded the group that Annual Survey forms are due Friday, February 26.

6. Future Meetings

Reminders of the following upcoming meetings were provided:

- CIP Workshop #1 - February 10, 2021, 10 am-noon
- Contract Workshop #1 - February 24, 2021, 1-3 pm
- OB Meeting - March 4, 2021, 1-3 pm
- CIP Workshop #2 – March 24, 2021 10am-noon
- OB Meeting - April 1, 2021, 1-3 pm
- OB Meeting - May 6, 2021, 1-3 pm

7. Good of the Order

Lynne Danielson, Olympic View Water & Sewer District's General Manager, relayed that, following her retirement, the Small Utility Category will need to select a new OB Board Member representative. She said that Shane Young, King County Water District 125's, General Manager would be contacting Small Utility Category members to get their input on selecting a Board Member and Alternate.

Board meeting was adjourned at approximately 2:55 p.m.

Approved by:



Chair, Diane Pottinger
Seattle Water Supply System Operating Board



Date