

Meeting	Onsite Wastewater Advisory Committee (OWAC)
Date	May 4, 2021
Start / End Time	10 am – 12 pm

MEMBERS

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| <input checked="" type="checkbox"/> David Bartholomew, Bartholomew WW Services, Inc. | <input checked="" type="checkbox"/> Kathy Mills, Mills Engineering, LLC |
| <input checked="" type="checkbox"/> Mark Basic, Basic Drilling Company | <input checked="" type="checkbox"/> David Monihan, PE, RLS, Coconino County |
| <input checked="" type="checkbox"/> Colin Bishop, Anua | <input checked="" type="checkbox"/> Cullin Pattillo, Mohave County |
| <input checked="" type="checkbox"/> Suzanne Ehrlich, Yavapai County | <input checked="" type="checkbox"/> Craig Rasmussen, University of Arizona |
| <input checked="" type="checkbox"/> Jake Garrett, Gila County | <input checked="" type="checkbox"/> Michael Stidham, EZ Treat, Inc |
| <input checked="" type="checkbox"/> Thomas Hanson, Maricopa County | <input type="checkbox"/> Jenny Vitale, PE, Civil Engineer |
| <input checked="" type="checkbox"/> Maher Hazine, PE, REI Development Services, LLC | <input checked="" type="checkbox"/> Joelle Wirth, Summit Environmental LLC |
| <input type="checkbox"/> Dawn Long, First American Septic Service LLC | <input type="checkbox"/> Kitt Farrell-Poe |

ADEQ STAFF

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| <input checked="" type="checkbox"/> Trevor Baggiore, ADEQ, Water Quality Division Director | <input checked="" type="checkbox"/> Linneth Lopez, Environmental Engineering Specialist III |
| <input checked="" type="checkbox"/> Naveen Savarirayan, Manager, Groundwater Protection Value Stream | <input checked="" type="checkbox"/> Raymond Morgan, Trainer, Groundwater Protection, Groundwater Permits & Reuse Unit |
| <input checked="" type="checkbox"/> Matt Ivers, Groundwater General Permits and Reuse | <input checked="" type="checkbox"/> Luke Peterson, Environmental Engineer Specialist 3, Groundwater Protection |
| <input type="checkbox"/> Theresa Gunn, Project Manager | <input checked="" type="checkbox"/> Heidi Welborn, Legal Support |
| <input type="checkbox"/> Jon Rezabek, Legal Specialist | <input checked="" type="checkbox"/> Morgan O'Connor, Community Liaison |
| <input checked="" type="checkbox"/> Karthik Kumarasamy, PhD, Engineer III | |

ACTION ITEMS

Action Required	Person Assigned	Due Date	Status
ADEQ to share flow chart of substantive policy statement (SPS) process with OWAC members	Matt Ivers		In development
Clarify structure of Technical Working Groups (TWG)	Theresa Gunn		Sent email 5/14
Inform members how to provide private input on TWG assignments	Theresa Gunn		Sent email 5/14

Agenda Topic	Discussion	Feedback Received
Welcome	Jake Garrett, Chair, called the meeting to order and called roll. Jake Garrett reviewed May agenda.	Members approved March and April meeting notes.
Action Items	Mary reviewed the action items list.	Dave Bartholomew asked why 4.01 general permit was not included in the phase 1 rulemaking. Trevor Baggiore and Matt Ivers explained rules regarding section 4.01 general permits are not part of the onsite wastewater rules. ADEQ only requested permission from the Governor's office to revise onsite wastewater rules. To address changes to the 4.01 general permit, a new request will need to be made

		<p>and a separate rulemaking process established. Once the onsite rules are updated, ADEQ can discuss the need for another rulemaking on the sewer rules.</p> <p>Dave stated he felt 4.01 is a component of the onsite wastewater treatment facility and should be included in the rulemaking. Others agreed with Dave's opinion.</p>
Develop Ground Rules	<p>Jake Garrett led OWAC members in creating ground rules and reviewed an amendment to the Operating Procedures (6b. Member Conduct).</p>	<p>OWAC members approved the operating procedures to clarify consequences for violating ground rules.</p> <p>The members also approved the following ground rules.</p> <ul style="list-style-type: none"> ● Must treat each other w/ mutual respect and dignity. ● Challenge ideas, not the person. ● No personal attacks. ● Raise issues and seek solutions from the group. Find a way to resolve issues with the group, rather than fixing the issue by one person only. ● Be prompt, attentive and prepared ● Be patient and don't interrupt others. ● Virtual meetings--acknowledge those who raise hands, call on those who raised hands to speak. ● If you disagree, propose a solution if possible. Honest and constructive discussions are necessary to get the best results. ● Stay focused on agenda topics. ● Bring literature/supportive research to support opinion. ● Chairman calls on members to speak. ● Document when consensus is not obtained, clearly document minority and majority opinion.
Policy Updates	<p>Matt Ivers reported that ADEQ will develop a substantive policy statement for rule clarifications. Matt Ivers shared the list of policies ADEQ is developing. He also reported the agency is creating a standard of work on how future policies will be created.</p>	<p>Suzanne Ehrlich asked ADEQ to share the flow chart of the SPS development process with OWAC members. She suggested ADEQ discuss SPS topics with ACDEHSA/OWAC twice during the process: 1) when issue first arises and 2) when SPS is in final draft form.</p>
Technical Work Group Descriptions and Issues	<p>Did not discuss in full due to Theresa Gunn's absence.</p>	<p>OWAC members asked for clarification on the structure of the TWGs including how people not a member of the group may provide input, overlap between work groups and the frequency of meetings.</p>

		Jake also asked there be a more formal review of water re-use and potentially expanding its description and that this issue be assigned to a TWG.
Technical Work Group Rosters	Jake Garrett reviewed proposed TWG rosters.	<p>Feedback regarding the rosters included the following.</p> <ul style="list-style-type: none"> ● Mixed opinions about adding applicants who have previously been disruptive to meetings. ● Members suggested ADEQ make the final decision. ● Some OWAC members believed the PPL group had too many manufacturers and should include more diverse viewpoints, including regulators. ● OWAC members suggested ADEQ determine how to accommodate requests for private input on TWG assignments.
Rulemaking Issue Matrix	Heidi Welborn reported ADEQ is analyzing input received and stakeholder comments. After this initial review, ADEQ will share the phase one scope with OWAC.	
Updated Schedule	Matt Ivers provided an update on schedule planning. Once ADEQ determines the scope of rulemaking, we will know how much time is needed for rule drafting. ADEQ will share a revised project timeline when available.	
Review New Action Items	Mary McGillicuddy summarized action items.	
Adjourn	Jake Garrett adjourned the meeting after OWAC members approved the motion.	