

<b>Meeting</b>	Water Quality Division: Onsite Wastewater Advisory Committee (OWAC)
<b>Date</b>	June 1, 2021
<b>Start / End Time</b>	10 am – 12 pm
<b>Virtual Meeting</b>	Zoom link in calendar invite
<b>Documents</b>	Located in ShareFile - <a href="https://azdeq.sharefile.com/">https://azdeq.sharefile.com/</a>

## MEMBERS

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

## ADEQ STAFF

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|--|---|
| <input checked="" type="checkbox"/> Trevor Baggio, 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 checked="" type="checkbox"/> Theresa Gunn, Project Manager                                    | <input checked="" type="checkbox"/> Heidi Welborn, Legal Support  |
| <input checked="" type="checkbox"/> Jon Rezabek, Legal Specialist                                    | <input checked="" type="checkbox"/> Morgan O'Connor, Community Liaison  |
| <input checked="" type="checkbox"/> Karthik Kumarasamy, PhD, Engineer III                            |   |

Agenda Topic	Lead	Overview	Documents	Action Requested	NOTES
<b>Welcome</b> (10 mins)	Jake Garrett, Chair	Roll Call Meeting Notes Review Agenda Review Ground Rules	May 2021 Notes* June 2021 Agenda* Ground Rules*	Approval of Notes	The group requested an edit to the May meeting notes to indicate other OWAC members agreed with Dave's opinion that 4.01 should be included in the onsite wastewater treatment system rulemaking. A meeting will be scheduled to discuss this issue with Trevor. Other members asked to be invited to the meeting which was captured on the action plan.
<b>Action Items</b>	Theresa	Review completed and	Action Plan*	For	Theresa reviewed the action plan and status of outstanding items.

(5 mins)	Gunn, Project Manager	open action items		Information Only	
<b>Technical Work Groups</b> (45 mins)	Theresa Gunn, Project Manager	<p>Final rosters and chair assignments are complete. Initial chair meeting has been scheduled.</p> <p>1.09 - Tom Hanson Design/Permitting - David M; Ashley Future State - Colin O&amp;M - Dawn PPL - Suzanne Training - Cullin</p> <p>Review of the issues assigned to the work groups.</p>	TWG Rosters* TWG Issues*	Discussion on issues assigned to work groups	Theresa reviewed the revised work group rosters and volunteer chairs. Members asked for changes in their assignments which were honored by ADEQ. The group also reviewed the group charters, white paper outline and lists of assigned issues. Members discussed the need to keep in mind ADEQ's mission of protecting the environment and use this to determine the program changes needed. Members made modifications to the charters and requested the ADEQ mission and True North be added to all charters. The revised charters will be updated on the ADEQ website and on ShareFile. A meeting of the work group chairs is scheduled for later in the day. Workgroup chairs will report out at monthly OWAC meetings.
<b>Policy Updates</b> (30 mins)	Matt Ivers, ADEQ Groundwat er Permits Unit Manager	<p>Matt will review the status of the issues for which ADEQ has been asked to provide guidance and or clarification. He will also review the interim standard of work for developing an SPS.</p> <p>Question: How will the SPS be incorporated into rule?</p>	SPS Flow Chart*	Comment on the Flow Chart	Matt provided an update on the issues for which ADEQ is drafting substantive policy statements (SPS). Theresa reviewed the draft flow charts for use in preparing SPS and replying to site specific requests from customers or the counties. OWAC members were asked to review the pdfs on ShareFile and provide comment. Members felt the process was too long and involved too much back and forth discussions between counties and ADEQ. There was concern the agency does not provide responses in a timely manner which affects customers ability to move forward with projects. It was suggested ADEQ consider a group of technical experts which can assist in making the tough calls on rule application.
<b>Rulemaking Phase 1</b> (20 mins)	Heidi Welborn, Legal	Heidi will provide an update on the phase 1 rulemaking.		For Information Only	Heidi reported staff has reviewed the proposed phase 1 changes with Trevor and next step is to review with the ADEQ director to confirm the scope for the initial rulemaking. Once leadership has confirmed what should be in the rule, ADEQ will share with OWAC members.

	Specialist				<p>Members expressed concerns that they do not know how ADEQ used the input they provided and what to expect to be included in the first phase. One member stated they would like to lobby for getting issue resolutions escalated into phase one but need to know what ADEQ was planning. Members asked that ADEQ consider a drop-dead date where the TWGs could offer quick fixes for inclusion in phase 1 rulemaking. ADEQ stated the TWG recommendations were to be included in the Phase 2 rulemaking but would consider if there were some issues which could be added to Phase 1.</p> <p>The group discussed the need to reorganize the rule structure to make them more user friendly. ADEQ staff will consider the best method for OWAC input into the rule structure. Trevor offered to share his opinion on why ADEQ rules are not customer friendly in a future meeting.</p>
<b>Updated Schedule</b> (5 mins)	Matt Ivers, ADEQ Groundwater Permits Unit Manager	Matt Ivers will provide an update on schedule planning.		For Information Only	The rulemaking schedule will be updated once the phase 1 rulemaking scope is confirmed.
<b>Review New Action Items</b> (5 mins)	Theresa Gunn, Project Manager	Theresa will review the new action items assigned during the meeting.	Action Plan	For Information Only	Theresa reviewed the action items developed during the meeting (see below.)
<b>Adjourn</b>	Jake Garrett, Chair				Cullin moved and Maher second to adjourn the meeting.

Action Items



No.	Action to be Taken	Person Responsible	Due Date	Comments	Percent Complete				Date Complete
12	Further research if 4.01 sewage collection systems can be included in the onsite rulemaking	ADEQ		Underway	25	50	75	100	
13	Add agency mission to the top of each TWG Charter	Theresa Gunn		All Charters revised	25	50	75	100	6/8/2021
14	Invite Joelle, Maher, Mike S, Jenny, Jake, to the 4.01 discussion with Dave and	Theresa Gunn		Meeting scheduled for June 29	25	50	75	100	
15	Send invite to ShareFile to Jake, Michael S, Joelle, Suzanne	Theresa Gunn			25	50	75	100	6/2/2021
16	Discuss what is the best way to seek input on the outline of the rule	Heidi			25	50	75	100	
17	Put on future agenda for Trevor to discuss why rules are not user friendly	Jake			25	50	75	100	
18	Consider a small group of experts with no conflict of interest to review technical issues (with respect to SPS development)	ADEQ		In Discussion	25	50	75	100	
19	Provide comment on flow charts	OWAC	7/6/2021		25	50	75	100	
20	Put exemption memo in Sharefile reference documents	Theresa		Posted in the Phase 1 Rulemaking and Comments Folder	25	50	75	100	6/18/21
21	Summary of phase 1 scope elements; share with OWAC after leadership meeting	Heidi	July		25	50	75	100	
22	Consider a drop dead date for TWG quick fixes for Phase 1	ADEQ			25	50	75	100	