



Meeting Minutes
Virtual – via Zoom
February 11, 2021

Meeting Called to Order: Chairperson Shawn O’Dell (WA Water) called the meeting to order at 10:04 AM and introductions were made.

Minutes: Jacki Brown (City of Port Orchard) made a motion to approve the minutes from January’s meeting. Vice Chairperson Jason Nutsford (Kitsap Public Utility District (KPUD)) seconded. Minutes approved.

Treasurer’s Report: Diana Temple (Silverdale Water District (SWD)) reported that the current account balance is \$3,379.78. There were two recent reimbursement checks sent to KPUD for our website renewal, totaling \$275.15. Jason made a motion to accept the treasurer’s report for February. Jacki seconded. Following no discussion, the motion passed and the report was accepted.

Old Business

- Jason updated the group on the hurdles he and KPUD’s IT person have faced in creating specific taskforce email groups through the WaterPAK website. Google Groups will most likely be the avenue to utilize. He will be sending out an email to taskforce members with more information.

Regulatory Agency Reports

Department of Health – Office of Drinking Water (WA DOH ODW)

- Jocelyne Gray (WA DOH ODW) reported that the ODW is working on reviewing water system plans (WSPs). Some need to be approved by March 30 as part of existing stipulations for receiving COVID-relief funding in 2020. The remaining plan submittals are being reviewed as quickly as possible. The group discussed protective measures for sensitive information located in WSPs.

Kitsap Public Health District (KPHD)

- Melina Knoop (KPHD) reported that staff members have returned from helping with COVID relief. She reminded the group to send an email to Kim Jones (KPHD) with information pertaining to properties that are connected to municipal water systems and also have private wells on-site.

Department of Ecology

- No report.

Task Force Reports

- Public Outreach (*Primary Contact: Lisa Campbell, lisa.campbell@ci.bremerton.wa.us*)
 - No report.
- Legislative (*Primary Contact: Mike Pleasants, mpleasants@swd16.org*)
 - Mike Pleasants (SWD) asked for feedback from members on what they would like to learn from the Legislative Taskforce. Jacki asked that Mike report to the group on any information learned from the Pierce County Co-op pertaining to issues or topics in the legislature that may be of interest to WaterPAK. Mike stated that he participates in the AWWA South Sound Subsection meetings and will report back to the group with applicable information. Mike encouraged members to view the AWWA website for upcoming virtual events. Jacki verified that quarterly trainings are available.
- Conservation (*Primary Contact: Diana Temple, dtemple@swd16.org*)
 - No report.



- Cross-connection (*Primary Contact: Courtney Little, c.little@northperrywd.org*)
 - Diana reported that a preliminary taskforce Zoom meeting has been scheduled for 10 AM on February 25th.
- Mapping/GIS (*Primary Contact: Jim Hersberger, jhersberger@calwater.com*)
 - Jim Hersberger (WA Water) reported that he is planning on organizing a taskforce meeting to begin the discussion on GIS and mapping efforts. Jeannie Screws (SWD) spoke about the importance of communication between utilities and Emergency Management. Shawn would like to reach out to the Puget Sound Energy representatives who presented at WaterPAK a few years ago. PSE lists water as a critical infrastructure.
 - Jim shared the following link that offers a detailed timeline of Washington's water laws over the past 100 years:
<https://waecy.maps.arcgis.com/apps/Cascade/index.html?appid=88bf3b9812ff4a8b9394576cfc8b2241>
- Shared Resources (*Primary Contact: Rob Robinson, r.robinson@northperrywd.org*)
 - No report.
- Emergency Management (*Primary Contact: Jeannie Screws, jscrews@swd16.org*)
 - Jeannie reported that she is planning on organizing a taskforce meeting to coordinate efforts.

Meeting Topics

New federal COVID-relief bill for rate-payer assistance

- Jason reported on Kitsap County's efforts for a rate-payer assistance program for utility bills. Doug Washburn (Kitsap County) elaborated on the new Commerce Grant for \$8.2 million from the US Department of Treasury. The County is allocating \$500,000 to assist with utilities. There are strict requirements, however. It is currently unclear if this money will be available for homeowners as well as renters. More information will soon be available on the Kitsap Community Resources website, www.kcr.org. Doug can also be contacted directly at (360) 337-4526. Discussion ensued.

WaterPAK Budget & Dues Review

- The group discussed the current WaterPAK budget. Jacki suggested the 2021 dues invoices be withheld until May or June when the status of this year's public outreach events will be better known. Shawn made a motion for Diana to identify a proposed minimum and maximum dollar amount for our account, which will be presented at our March meeting. Morgan seconded. Following no further discussion, the motion passed. The group decided to postpone discussions about suspending or cancelling 2021 membership dues until March's meeting when the budget can be reviewed with set minimum and maximum account balances in mind.

Taskforce Goals/WaterPAK Goals

- Morgan suggested that WaterPAK set a goal of being consistent with recordkeeping so information and procedures can smoothly be passed on to future members and committees. Shawn would like to see more information about WaterPAK, including the Bylaws, on the website for potential members to view. Jason would like every available document to be added to the website. Mike agreed that electronic documentation is very helpful. He suggested using Google Docs as well.
- The group discussed increasing non-in-person public outreach efforts. Once decided, the Public Outreach and Conservation taskforces can work to implement those efforts. Diana asked for emails with any suggestions. Morgan suggests our outreach be fun, creative, and not too scientific. Shawn suggested looking into scholarships for kids.



General Discussion

- The group discussed having Sid Williams (SWD) give a presentation on ShakeAlert at the March meeting.
- Cami Apfelbeck (City of Bremerton (COB)) reported that the recent WUCC Appeal case between Sunnyslope Water District and COB has been resolved. COB will be incorporating the five parcels in questions into their service area. Cami thanked WaterPAK for its involvement and assistance.
- Cami reported that she will soon be taking over Management of COB's Forestry Division.
- Morgan mentioned that SWD just awarded a contract to Holt Services to drill a new well at the District's Wixson site.
- Jason talked about the recent cyber breach that occurred at the WA State Auditor's office. Several utility workers had their information compromised during an upload. Discussion ensued.

Adjournment: With no further business to discuss, Mike made a motion to adjourn the meeting. Cami seconded. Meeting adjourned at 12:06 PM.

Respectfully Submitted,

Diana Temple
WaterPAK Secretary/Treasurer