



## Meeting Minutes

Hybrid

Silverdale Water District Office  
5300 NW Newberry Hill Road, Silverdale  
(also, via Zoom)

December 14, 2023

### Call to order

Cochair Shawn O'Dell (WA Water) called the meeting to order at 10:00 AM, followed by introductions.

### Approval of minutes

Jacki Brown (City of Port Orchard) made a motion to approve the minutes from November's meeting. Sid Williams (Silverdale Water District (SWD)) seconded. Minutes approved.

### Treasurer's report

Secretary/Treasurer Diana Craigen (SWD) reported that the current account balance is \$7,638.51. Recent expenses include a \$3.00 bank statement fee and a check for \$1,295.00 to Kitsap Building Association for WaterPAK's booth at the May 2024 Home & Garden Expo. WaterPAK's website renews this month; total cost to be reported at January's meeting. Jacki made a motion to accept the Treasurer's report. Cami Apfelbeck (City of Bremerton) seconded. Following no discussion, the motion passed.

### Regulatory agency reports

- WA Department of Health – Office of Drinking Water (WA DOH ODW)
  - Ben Majors (WA DOH ODW) reported on staffing challenges and sanitary surveys.
- Kitsap Public Health District (KPHD)
  - Kim Jones and Eric Evans (both KPHD) reported on sanitary surveys and WA ADU requirements. Discussion ensued.
- Department of Ecology (Ecology)
  - No report.

### Meeting topics

#### *Spectra Laboratory discussion*

- Roundtable discussion with Fred Barkman, owner of Spectra Laboratories, and Jason Patrick, lab manager for Spectra Labs – Kitsap. Fred and Jason discussed challenges with staffing and revenue within Spectra and the laboratory industry. Fred explained ongoing improvements and Jason expressed his plans and enthusiasm for moving the lab forward. Shawn mentioned three specific platforms for recruiting lab analysts: [AWWA](#), [ERWOW](#), and [BC Water News](#). Discussion ensued.

#### *WaterPAK 2024 board elections*

- Due to time restraints, Diana made a motion to postpone elections until January's meeting. Sid seconded. The motion carried.

**Taskforce reports**

- No taskforce reports were given due to time restraints.

**Old business**

- None

**General discussion**

- None

**Adjournment:** With no further business to discuss, Shawn adjourned the meeting at 12:22 PM.

Respectfully submitted,

Diana Craigen  
WaterPAK Secretary & Treasurer