



**SAWPA COMMISSION
SPECIAL MEETING MINUTES
APRIL 28, 2016**

COMMISSIONERS PRESENT

Thomas P. Evans, Chair, Western Municipal Water District
Ed Killgore, Vice Chair, San Bernardino Valley Municipal Water District
Ronald W. Sullivan, Secretary-Treasurer, Eastern Municipal Water District
Phil Anthony, Orange County Water District [11:20 a.m.]
Terry Catlin, Inland Empire Utilities Agency [10:18 a.m.]

COMMISSIONERS ABSENT

None.

**ALTERNATE COMMISSIONERS
PRESENT; NON-VOTING**

Steve Copelan, Alternate, San Bernardino Valley Municipal Water District
Brenda Dennstedt, Alternate, Western Municipal Water District

STAFF PRESENT

Celeste Cantú, Rich Haller, Larry McKenney, Mark Norton, Karen Williams, David Ruhl, Carlos Qunitero, Kelly Berry

The Special Commission Meeting of the Santa Ana Watershed Project Authority was called to order at 10:04 a.m. by Chair Evans at the Santa Ana Watershed Project Authority, 11615 Sterling Avenue, Riverside, California.

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

2. ROLL CALL

Roll call was duly noted and recorded by the Clerk of the Board.

3. PUBLIC COMMENTS

There were no public comments.

4. WORKSHOP DISCUSSION AGENDA

A. STRATEGIC ASSESSMENT – Collaborative Planning, Facilitation & Project Funding and Facilities Development, Operations and Management

Paul Brown, of Paul Redvers Brown, Inc., opened the workshop by providing the handouts listed below and reiterating the discussion topics for this April 28 workshop would specifically include the Inland Empire Brine Line and Roundtables. Discussion of OWOW will take place at a future workshop scheduled for Tuesday, May 10, 2016.

Inland Empire Brine Line

Handouts Provided by Paul Brown for Inland Empire Brine Line workshop discussion: (1) Purpose and Objectives; (2) Critical Success Factors (CSFs); and, (3) Processes, Activities and Tasks (PATs)

The Purpose and Objectives as well as and Critical Success Factors outlined in the handouts were reviewed and discussed at length, the result of which was a final distillation of Purpose and Objectives and Critical Success Factors as follows:

Purpose and Objectives:

- Water quality maintenance, enhancement, and protection in the Santa Ana River and groundwater basins;
- Water resources management, including imported water recharge;
- Disposal of emergency discharges from local wastewater treatment plants;
- Supporting industries limited by salt in their effluent, including energy production facilities; and,
- Providing existing and future public agencies and private industry with a cost-effective salinity management option.

Critical Success Factors (CSFs):

- Minimize disruptions to customers.
- Ensure that IEBL value and benefits are known to economic development agencies and others.
- Maintain sufficient funding and reserves for current and future Capital and O&M costs through a stable, predictable, and affordable rates and charges.
- Provide professional and highly-trained staff across planning, administration, engineering and field operations.
- Protect and preserve the useful life of IEBL assets through strategic maintenance, repair, and capital improvements.
- Conduct proactive capital and O&M planning to improve efficiency and maintain needed capacity in the long and medium terms.
- Maintain strong relationships with OCSD and regulatory agencies.
- Operate the IEBL to: (1) protect the OCSD treatment plant and the environment from non-compliant dischargers, and (2) eliminate any uncontrolled pipeline releases.

It was the consensus of the workshop participants that the Inland Empire Brine Line Processes, Activities and Tasks (PATs) would be reviewed and discussed at a future workshop.

Roundtables

Handouts Provided by Paul Brown for Roundtables workshop discussion : (1) Purpose and Objectives; (2) Critical Success Factors (CSFs); and, (3) Processes, Activities and Tasks (PATs)

The Purpose and Objectives as well as and Critical Success Factors outlined in the handouts were reviewed and discussed at length, the result of which was a final distillation of Purpose and Objectives and Critical Success Factors as follows:

Purpose and Objectives:

- Creates value by building relationships among regulators, SAWPA members, and other regulated parties that allow for economies of scale and reduced costs to stakeholders in addressing water related issues;
- Provides regional capacity and neutral venue for supporting multi-agency forum(s) to address the water resources challenges in the Santa Ana River Watershed; and
- Assists in the establishment and on-going facilitation of stakeholder processes to address watershed-specific issues.

Critical Success Factors (CSFs):

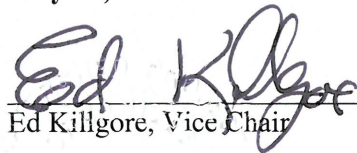
- Maintain SAWPA's reputation as a watershed-wide, neutral and trusted facilitator, leader, and administrator of contracted activities.
- Ensure that goals, scope, costs, resources, timelines, and the contract term are approved by the Commission before agreeing to participation in a roundtable group.
- Provide clear upfront criteria and terms for completing or transitioning efforts that have been successfully established or completed.
- Report and utilize results of roundtable's work, leverage information and involvement for the benefit of SAWPA, its members, and other stakeholders.
- Conduct annual reviews of workplans and budgets for each task force activity.
- Provide adequate professional staff and resources to effectively provide facilitation, management, administrative and technical support to collaborative work efforts.

It was the consensus of the workshop participants that the Roundtables Processes, Activities and Tasks (PATs) would be reviewed and discussed at a future workshop.

5. ADJOURNMENT

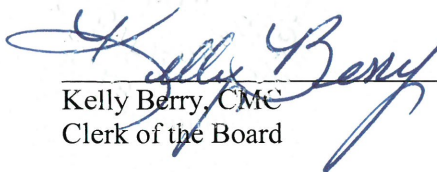
There being no further business for review, Chair Evans adjourned the meeting at 12:28 p.m.

Approved at a Regular Meeting of the Santa Ana Watershed Project Authority Commission on Tuesday, May 17, 2016.



Ed Killgore, Vice Chair

Attest:



Kelly Berry, CMC
Clerk of the Board