

EAST BAY DISCHARGERS AUTHORITY COMMISSION MEETING MINUTES

December 21, 2023

Motion to allow a member of the Commission to participate remotely pursuant to AB 2449

Commissioner Azevedo requested to participate in today's meeting remotely under AB 2449 on the basis of "emergency circumstances," pursuant to Government Code section 54954.2 (b)(4). This section allows the Commission to consider a request for remote appearance at the start of the meeting for an emergency circumstance if the request does not allow sufficient time to place the proposed action on the posted agenda. The request for remote appearance and subsequent vote was consistent with government code and EBDA's Rules of the Commission. Commissioner Azevedo disclosed that no individuals over the age of 18 were present at the remote location.

Commissioner Andrews moved to approve the request. The item was seconded by Commissioner Johnson and carried with the following roll call vote:

Ayes: Andrews, Simon, Johnson, Azevedo, Lathi
Noes: None
Absent: None
Abstain: None

1. Call to Order

Chair Lathi called the meeting to order at 4:00 P.M. on Thursday, December 21, 2023 at the Oro Loma Sanitary District, 2655 Grant Avenue, San Lorenzo, CA 94580.

2. Pledge of Allegiance

3. Roll Call

Present:	Angela Andrews	City of Hayward
	Fred Simon	Oro Loma Sanitary District
	Ralph Johnson	Castro Valley Sanitary District
	Bryan Azevedo	City of San Leandro
	Anjali Lathi	Union Sanitary District

Absent: None

Attendees:	Jacqueline Zipkin	East Bay Dischargers Authority
	Howard Cin	East Bay Dischargers Authority
	Juanita Villasenor	East Bay Dischargers Authority
	Eric Casher	Legal Counsel
	Alex Ameri	City of Hayward
	Hayes Morehouse	City of San Leandro
	Roland Williams	Castro Valley Sanitary District

4. Public Forum

No members of the public were present.

CONSENT CALENDAR

5. **Commission Meeting Minutes of November 16, 2023**
6. **List of Disbursements for November 2023**
7. **Treasurer's Report for November 2023**
8. **First Quarter Expense Summary, Fiscal Year 2023/2024**

Commissioner Andrews moved to approve the Consent Calendar. The motion was seconded by Commissioner Simon and carried with the following roll call vote:

Ayes: Andrews, Simon, Johnson, Azevedo, Lathi
Noes: None
Absent: None
Abstain: None

REGULAR CALENDAR

9. **General Manager's Report**

The General Manager (GM) shared a recent opportunity to speak on Russian television about potable recycled water regulations.

10. **Report from the Managers Advisory Committee**

The GM reported on the December 4 meeting of the Managers Advisory Committee (MAC). The MAC discussed the nutrients watershed permit and load-based nitrogen limits.

11. **Report from the Financial Management Committee**

The GM reported on the December 20 meeting of the Financial Management Committee. The Committee reviewed the disbursement list, Treasurer's Report, and FY 2023/2024 first quarter expenses, and recommended approval. The Committee also reviewed the Electronic Signature Policy and supports staff's proposed changes. Lastly, the Committee discussed the 50th anniversary of the Authority and suggested hosting an intimate celebration.

12. **Report from the Operations and Maintenance Committee**

The Operations and Maintenance (O&M) Manager reported on the December 19, 2023 meeting. The O&M Manager provided updates on current activities, including the Hayward Effluent Pump Station (HEPS) Pump Replacement Project, Oro Loma Effluent Pump Station (OLEPS) Emergency Outfall Upgrade and Wet Well Sluice Gate Repairs, and the Total Residual Chlorine effluent limit implementation. The GM updated the Commission on the Cargill brine project and the Advanced Quantitative Precipitation Information (AQPI) project.

13. **Report from the Personnel Committee**

The Personnel Committee discussed revising the Personnel Policy to provide administrative leave for EBDA's management staff. The Commission supports providing ten (10) days of administrative leave and increasing the maximum vacation leave allowance to 200 hours per year. The Policy will be brought to the Commission for approval.

14. Items from Commission and Staff

Nothing to report from Commission and Staff.

15. Adjournment in Memory of Frederick Douglas Simon, Sr.

Chair Lathi adjourned the meeting at 5:05 p.m.

A handwritten signature in blue ink, appearing to read 'J. Zipkin', with a stylized flourish at the end.

Jacqueline Zipkin
General Manager