



Meeting Minutes June 9, 2016

Meeting Called to Order: Jason Nutsford (KPUD) called the meeting to order at 10:06 AM.

Minutes: The “Fish Barrier Removal Project” section needs revision (*coverts* replaced with *culverts*). Thomas Hunter (City of Port Orchard) made a motion to approve the minutes from May as revised. Minutes approved for May.

Treasurer’s Report:

The account has a current balance of \$4,222.07 with no outstanding checks.

General Discussion:

- Diana Temple (Silverdale Water District) gave an update on the WaterPAK booth at Kids’ Day on June 4th. The booth was very well-received with long lines of kids eager to throw the bean bags and earn candy.
- Jeannie talked about the Public Works Trust Fund
- Discussion about Emergency Management:
 - Jeannie Screws (Silverdale Water District) spoke about her involvement with the Department of Emergency Management and her recent experience with *Cascadia Rising* at the Emergency Operations Center (EOC) in Bremerton. The idea of having a WaterPAK meeting at the EOC was brought up. The group talked about having one person from each utility participate in emergency management drills.
 - Shawn O’Dell (WA Water) talked about WA Water’s internal Emergency Operation Center. They have designated individuals who come in during an emergency and are responsible for certain tasks i.e. gas for generators, office staff to answer phones, etc. They go through EOC training every year and will be coordinating with a local church to use as a backup facility.
 - Jason and Shawn spoke about their experience at the *Cascadia Rising* executive event.
 - Eric Evans (Kitsap Public Health District) mentioned FEMA’s website where utilities can take classes and receive training in emergency management (www.training.fema.gov).
 - Jeannie said that if we have a major disaster, it would be at least 72 hours before Kitsap County will receive outside help—Seattle will be the priority.
 - Briana Kinash (Spectra Laboratories—Kitsap) asked how a lab would be available to help during an emergency. Jason pointed out that there are always questions about what analyses should be completed after drinking water has been potentially compromised.
 - Morgan Johnson (Silverdale Water District) mentioned that it would be beneficial to study what quantity of a hazardous chemical is needed to cause a health hazard when diluted with a certain amount of water in a tank.
 - Peter Bannister (Aspect Consulting) stated that we should know the precise HAZMAT definition; pointed out that a chemical that is not necessarily hazardous to the environment could be devastating to human health.
 - Melina Knoop (Kitsap Public Health) inquired about the military’s involvement with emergency planning. Jeannie stated that the military will not step in during an emergency until the Presidential



Declaration is made. Kitsap County would have to exhaust every resource within its boundaries before the state/federal government would send in outside help.

- Bob Hunter (Kitsap Public Utility District) and Kathleen Cahall (City of Bremerton) mentioned how difficult it can be to find the appropriate utility workers on base or at the shipyard who can respond to and communicate about the disaster at hand; there is high turnover in these positions.
 - Susan Clark (WA DOH) talked about different government programs that will help utility's obtain generators and shutoff valves. Susan said that she is available to help with coordination.
- Discussion regarding CENCOM:
- The Kitsap County Sheriff's Office would like CENCOM to have a list of every reservoir in Kitsap County with an emergency contact.
 - Eric suggested that CENCOM to contact the person on-call at the Health Department.
 - Morgan would like the notification process to be more stream-lined and suggested that each purveyor obtain addresses for each of their sites so that the sheriff can contact the property owners directly. It was pointed out that this idea might pose a problem for some utilities since many reservoirs sit on leased property.
 - Jeannie said that CENCOM has a book of after-hours phone numbers for each utility that is supposed to be updated annually by the purveyor. Bob pointed out that this is a problem for some utilities since their system information can change faster than it can be updated.
- Discussion about Cyber Insurance and ADA:
- Jason discussed cyber insurance for cyber system breaches. Public Employee Risk Management Services (PERMS) was mentioned.
 - Bob pointed out that many utilities are worried about being sued by their customers if there is a system breach and their credit card information is stolen.
 - Shawn said that WA Water has a department that maps all attempted cyber-attacks.
 - Jason also stated that all utility websites are supposed to be compliant with the Americans with Disabilities Act for individuals with hearing and vision disabilities.
- State Revolving Fund Update:
- Susan Clark discussed the upcoming open application period for the DWSRF construction loan cycle. There is \$35,000 of funding available to use for projects such as: lead-replacement projects, goosenecks, fittings, etc. Kathleen inquired about using the money to replace galvanized service lines.
 - There is a new requirement for SRF funding—Asset Management Plan—with an extra point if you have one for this year. DOH will be defining what they require.

Future Meeting Topics:

- Cyber Protection—Jeannie will follow up with a possible presenter.

Adjournment: The meeting was adjourned at 11:55 AM.

Respectfully Submitted,

Diana Temple
WaterPAK Secretary/Treasurer