

**San Francisco Public Utilities Commission
Citizens' Advisory Committee
Water Subcommittee**

MEETING MINUTES

Tuesday, November 28, 2017

5:30 p.m. – 7:00 p.m.

525 Golden Gate Ave., 3rd Floor Tuolumne Conference Room

Mission: The Water Subcommittee reviews water supply system reliability, water conservation, recycling, regional cooperation efforts and other relevant plans and policies.

Members:

Jennifer Clary (Chair) (D11)

Matthew Steen (D6)

Suki Kott (D2)

Jasmine Conrad (D7)

Amy Nagengast (D8)

Ted Loewenberg (D5)

Nicole Sandkulla (M-Reg'l

Water Customers)

D = SF District, M = Mayoral Appointment

Staff Liaisons: Tracy Zhu, Alexandra Johnson

ORDER OF BUSINESS

1. **Call to Order and Roll Call:** The meeting was called to order at 5:32 pm.

Members present at roll call: (5) Clary, Steen, Kott, Loewenberg, Nagengast

Members absent at roll call: (2) Conrad, Sandkulla

Members of the public: (1) Dave Warner

2. **Report from the Chair**

- Chair welcomed committee members, staff, members of the public.
- Chair introduced committee's newest member Amy Nagengast.

3. **Approval** of the [September 26, 2017](#) meeting minutes

Motion was made (Kott) and seconded (Loewenberg) to approve the [September 26, 2017](#) meeting minutes.

AYES: (5) Clary, Steen, Kott, Loewenberg, Nagengast

NOES: (0)

ABSENT: (2) Conrad, Sandkulla

Public Comment: None.

Edwin M. Lee
Mayor

Anson Mora
President

Ike Kwo
Vice President

Ann Moller Cae
Commissioner

Francesca Vieto
Commissioner

Vince Courtney
Commissioner

Harlan L. Kelly, J
General Manager



4. Public Comment

- Dave Warner discussed how the SFPUC's drought plan should implement solutions that reflect the environmental values of their constituents and preserve wildlife.
 - [An Example of a Stressor on Fish and Wildlife During Our Last Drought.](#)

5. Staff Report

- Update on lead testing in schools – Suzanne Gautier, Communications Manager
 - [Application for Lead Testing Analysis](#)
 - [Reduction of Lead in Our System](#)
 - [BANPAC Leadership Council](#)

Topics of Discussion:

- The committee asked if there is lead solder in the PUC service lines. Suzanne informed that the system of delivery to the meter is free of lead.
- The committee discussed a bill that was passed to enforce lead testing in pipes vulnerable to lead and the misconception of "lead free" labels.
- The committee asked who identifies the fixtures that want to be tested. Suzanne informed that it is the school's choice.
- Suzanne discussed how to make potable water more accessible to the public.
- Chair Clary asked for a map of where the drink tap stations are, then stated the importance of supporting homeless advocates to ensure that water is accessible for everyone.
 - Member Loewenberg suggested that this program should be operated through the city and not PUC. Then stated that PUC is only responsible for water delivery not water equity.
- The committee asked where does the PUC's obligations end once the school has been tested. Suzanne informed that the PUC does lead testing as requested but it the agency's priority to provide healthy safe drinking water.

Public Comment: None.

6. Presentation and Discussion: [Water Enterprise Workforce Succession Planning Overview](#), Elinor Buchen, Principal Analyst, Water Enterprise

- Water Enterprise Succession Planning Overview
- Agenda
- Background
- Goals and Objectives
- What Are We Trying to Accomplish?
- Phase 1 Approach
- Risk Analysis
- Succession Planning Needs Assessment
- What Do We Do When There Are Gaps?
- Development and Implementation of Action Plan
- Next Steps
- Questions?

Topics of Discussion:

- The committee asked if there was a way to incorporate part time employment. Elinor informed that the PUC has part time temporary positions but none where a position is split or shared.
- The committee asked about retired annuitants. Elinor explained that the agency does have retired annuitants, called Prop Fs, which are used for cross training purposes but there is a restriction on how many hours they can work.
- The committee discussed the challenges with the civil services hiring process, and then expressed interest in drafting a resolution to address that. Elinor informed that there are also challenges with staffing capacity within the budget on top of the civil services process.
- The committee asked for clarification on Sharepoint. Elinor explained that Sharepoint is an internal document management system.
- The committee asked if there was any data available to better assess which areas is most vulnerable succession. Elinor explained that the data does not reveal much information for succession planning.
 - From the data ideally would like to learn the time it takes to hire, time to train someone and where there is a need for new positions.

Public Comment: None.

7. **Follow Up Discussion and Possible Action on:** [February 2017 Natural Resources Resolution](#), Jennifer Clary, Water CAC Chair

Topic of Discussion:

- Chair Clary mentioned to review the report and recommend metrics to discuss during January meeting.

Public Comment: None.

8. **Future Agenda Items and Resolutions**

- Water Resources including nonpotable reused, recycled water and groundwater (*tentative*)
- Natural Resources Report
- Update to the Water Enterprise Levels of Service goals (*tentative*)
- Legislative update on SB 7 and other water related legislation
- Drought resilience: 3 year water supply update

9. **Announcements/Comments** The next meeting of the Water Subcommittee will take place January 23, 2018.

- Mingle and Jingle Mixer at Southeast Community Facility on Wednesday November 29, 2017.

10. **Adjournment**

Motion was made (Loewenberg) and seconded (Kott) to adjourn the meeting.

Meeting was adjourned at 7:02 pm.