

Waterworks Advisory Committee (WAC)
Meeting Summary
April 30, 2019
FINAL

Members Present: Dwayne Roadcap, ODW (chair); Geneva Hudgins, AWWA; Jesse L. Royall, Sydnor; Andy Crocker, SERCAP; Mark Estes, VRWA; Steven P. Herzog, VWEA; David F. Van Gelder, Water Operator; Trevor Lawson, DEQ; Bailey Davis, DCLS; Skip Harper, DHCD.

Guests in Attendance: Bob Edelman, Kris Latino, Nelson Daniel, Dan Horne, Jeff Wells, Amanda Davis, Steve Pellei, Barry Matthews, Bryan Wade, Jennifer Coleman, Aaron Moses (ODW Staff)

Tom Fauber, VA APBA; Paul Nyffeler, AquaLaw PLC; Steve Edgemon, Fairfax Water; Robert Bohannon, Hunton Andrews Kurth LLP; Chris Harbin, City of Norfolk; Theresa O'Quinn, Prince William County Service Authority; Laura Bauer, Virginia American Water; Paul Saunders, DPOR; Russ Navratil, VA AWWA.

Public Comment Period

No public comments.

Adoption of Minutes from December 18, 2018 Meeting

WAC members voted unanimously to approve and adopt the draft minutes from the Dec 18, 2018 meeting. ODW will post the minutes as final on Town Hall.

2019 Legislative Session Update

Dwayne Roadcap provided the following information:

- HB1949 – Rainwater harvesting; water for human consumption. The constituent, Warrenton-Fauquier Airport, decided that their project will be a waterworks, eliminating the need for the legislation. The bill was tabled in committee.

- HB2358 – Potomac Aquifer recharge monitoring; Creates the Potomac Aquifer Recharge Oversight Committee (Committee) and the Potomac Aquifer Recharge Monitoring Laboratory (Lab) to monitor the Hampton Roads Sanitation District's (HRSD) Sustainable Water Infrastructure for Tomorrow (SWIFT) Project. HRSD will fund an engineer position in VDH to monitor lab data. EPA will regulate and permit the project through the underground injection control program

The following bills passed Senate, but did not make it out of the House:

- SB1629 – would requires schools to report results of potable water lead testing to VDH.
- SB1622 – would require potable water lead testing in child day programs and reporting results to VDH.

Water Infrastructure Improvements for the Nation Act (WIIN): EPA announced on April 29, 2019 that Virginia will be awarded \$737,000 to pay for lead testing in schools and child care facilities. VDH is coordinating the grant for the Commonwealth; ODW is the lead. ODW will be reaching out to other agencies/offices to develop the required work plan and submit it to EPA by the required deadline (not

yet specified, but expected to be within the next 6 to 8 weeks). The grant will pay for sampling and ODW believes testing needs to begin by the end of the calendar year. VDH/ODW will need to come up with criteria to implement the program. WAC members suggested starting with older schools. Skip Harper stated that DHCD would like to be involved if needed.

Current Status of Proposed Amendments to Waterworks Regulations

Nelson Daniel provided information about the status of the proposed amendments:

The proposed amendments to the Waterworks Regulations are under Executive Branch review, currently with the Secretary of Health and Human Resources. The Department of Planning and Budget completed its Economic Impact Analysis in mid-April and concluded that the benefits of the proposed amendments exceed the costs. VDH concurs with the assessment and added a comment in the agency response to emphasize that only a small percentage of waterworks that have to demonstrate that a groundwater source is (or is not) under the direct influence of surface water will have to proceed to the new third step in the groundwater under direct influence (GUDI) of surface water determination process.

The Governor's Office will review the proposed amendments after the Secretary's Office completes their review. There is no specified timeline for the Governor's Office to complete their review.

Process Automation

Aaron Moses presented:

- Process automation will help to implement recommendations from the Virginia Commonwealth University Performance Management Group (VCU PMG) review of ODW's operations.
- Objectives: improve efficiency, reduce paper-based processes.
- Benefits: electronic sanitary survey software on a tablet computer can be used in the field; the application interfaces with waterworks data in ODW's database (SDWIS).
- ODW is considering selecting an optional Consumer Confidence Report (CCR) tool. This tool would generate the entire CCR, including the contaminants table, which would be pulled from the SDWIS data. ODW's Division of Technical Services will set up a webinar to provide a demonstration to ODW staff and WAC members.

Sixth Field office in Richmond Area

Dwayne Roadcap presented:

- ODW will review and adjust work area boundaries to improve support for and interaction with waterworks.
- This follows VCU PMG recommendations.
- ODW will announce the Field Director soon.
- ODW is currently advertising for a Deputy Field Director; ODW plans to hire two additional positions.
- ODW has not determined the physical location for the field office or its work area boundaries.

ODW Waterworks Operation Fees

Steve Pellei presented a Power Point Presentation (copy attached) regarding the Waterworks Operation Fees.

- Waterworks fees are established in law and regulations. There is a \$160,000 cap for individual waterworks and fees for the number of connections cannot exceed \$3.00 per connection (up to the cap of \$160,000).
- 12 waterworks are capped at \$160,000 (i.e., when you multiply the number of connections by current fee (\$2.95/connection), the total exceeds \$160,000).
- Some WAC members wonder if all waterworks are paying their fair share.
- Transient noncommunity waterworks (TNC) require the most technical assistance and compliance oversight from ODW staff, but TNCs do not pay fees.
- A WAC member made a motion saying the WAC should support an increase in the connection fee from \$2.95 to \$3.00. The motion failed (2 in support of the motion, 5 against).
- WAC members asked about the costs (hours and dollars) of regulating TNCs and in general where the money goes in the program.
- WAC members observed that funding from the General Fund has remained flat over the years and the federal funds may be “unstable” in the future.
- WAC members expressed the need to continue to have conversations regarding fee regulations, in part to ensure VDH has adequate financial resources to meet its obligations to regulate waterworks.
- ODW staff will research the basis for using a per-connection fee and report back to the WAC at a future meeting.

Draft ODW Guidance on Main Breaks and Responses

Jeff Wells reviewed draft ODW Guidance on Main Break Types and Responses (Copy attached).

- Type 1 – does not include a bacteriological sample for that break.
- Updates includes changes to note 1 and addition of notes 2 and 3.
- Notes 2 and 3 address recommended actions if a bacteriological sample is positive.
- If a boil water advisory is necessary, the waterworks is to contact ODW.
- The guidance is applicable to waterworks that add chlorine/chloramines for disinfection; unchlorinated systems will need to collect bacteriological samples and issue Boil Water Advisories in accordance with current guidance and policies.
- Discussion about the slug chlorination with CT of 100 mg/L – min. WAC agreed that this is not practical and not done in practice. Jeff explained that this is a best practice.
- The WAC asked Jeff to make edits and send out revisions to the WAC.
- When the WAC is happy with final product, Dwayne will send to the office of the Commissioner for approval and then post on Town Hall.
- The guidance will be posted on the ODW website
- Next meeting will show website and go over Boil Advisory information

Self-Reporting Tool

Bryan Wade provided information about a self-reporting tool for Boil Water Advisories and other emergencies.

- The tool will be available on ODW’s website, and will be accessible using computer, phone, etc.
- The waterworks representative will complete a form, which will send out emails to the ODW field office, Brian, VDEM, etc.
- WAC suggested the waterworks should receive a confirmation email containing a copy of the submitted information.

- Goal of rollout of August to October

Draft Policy Update: Project Review & Permit Procedures Manual

Aaron Moses presented a Power Point Presentation (copy attached) summarizing proposed revisions to the Permit Procedures Manual. Significant changes will include:

- Creating separate applications for Construction Permits and Operation Permits.
- Standardizing the process to handle projects when ODW is awaiting responses to comments, including project returns.
- Field Offices will no longer review change orders and addenda that are non-technical, minor, or not under Part III of the Regulations.
- Implementing a procedure to amend operation permits instead of revoking the permit when there is a change of ownership.
- Extend the General Permit period from 5 to 10 years.
- Future: delegate more review authority to the Field Offices, with the Central Office auditing some projects.
- Future permit manual updates will combine working memos into one document
- Future development of design review guidance and checklists for staff, then share information with design engineers to allow a smoother permitting process.

WAC By-Laws and Advisory Committee Membership

Nelson Daniel reviewed a Power Point Presentation (copy attached) regarding the WAC By-Laws and Advisory Committee Membership. Discussion included:

- Discussion about original Waterworks Regulations and what they said about who is the chair. Dan Horne will look up the original regulations that WAC was formed under.
- Quarterly meetings, for example, third Wednesday of Feb, May, Aug, and November. Discussion about putting it into the bylaws – is it necessary? Is this the right frequency?
- Attendance was an issue in the past. A member must attend 2/3 of meetings to remain in good standing. What about sending substitute representatives?
- DEQ was added as ex-officio member; VWEA was added later. The citizen representative was selected and provided by the League of Women Voters.
- In the past, the WAC used to prepare a 1-2 page report to the Commissioner identifying issues to be addressed. The chair and vice chair met with the commissioner. Dwayne to follow up with the Commissioner to determine if this is wanted or helpful. Could add deputy commissioner to this. Last done about 4 years ago.
- Going forward: WAC needs to look at how to revise the bylaws to match amended Waterworks Regulations and look at who is serving now. Reach out to see if members are willing to serve. Set up formal 3 year terms.
- Capacity Development has federal requirements for public participation, met by the WAC. The WAC is extremely important to satisfy these federal requirements.
- Observation that 11 of the original 13 original organizations are represented.

Next Meeting

Dwayne Roadcap discussed the date for the next meeting:

- Suggested third Wednesday of the month.
- ODW will send out a Doodle poll to determine the next meeting date and seek member input on whether meetings should be every other month or quarterly.

Waterworks Advisory Committee (WAC)
Meeting Summary
December 18, 2018

FINAL

Members Present: Dwayne Roadcap, ODW (Chair); David VanGelder, Operators (vice-chair); Andy Crocker, SERCAP; John Danielson, VWWA; Bailey Davis, DCLS; Jesse Royall, Ignatius Mutoti, VSPE; Geneva Hudgins, VA AWWA; Mark Estes, VRWA, Halifax County Service Authority; Tom Fauber, VA ABPA; Skip Harper, DHCD; Roger Cronin, ACEC

Guests in Attendance: Jennifer Coleman, Nelson Daniel, Barry Matthews, Bennett Ragnauth, Aaron Moses, Sherri Sullivan, Dan Horne, Jim Moore, Jeremy Hull, Bryan Wade, Jeff Wells, Steve Pellei (ODW staff)

Teresa O'Quinn, Prince William Co; Paul Saunders (DPOR); Jessica Littlejohn, Hurt & Proffitt; Tim Mitchell, City of Lynchburg, VA AWWA

Meeting Overview (Dwayne Roadcap)

Public Comment

No comments

Board of Health Update (Dwayne Roadcap)

ODW presented the proposed amendments to the Waterworks Regulations to the Board at its 12/13/18 meeting. The Board asked about lead in drinking water, why ODW did not propose changes to Section 830, desalination, TNC reduced monitoring, and cross connection control (explain the issue, provide examples). The next steps in the regulatory process are executive branch review, public comment, addressing public comment, and final stage. The Board approved the proposed amendments, allowing VDH to submit them to the Registrar of Regulations as proposed amendments.

A Year in Review (Dwayne Roadcap) (see powerpoint)

ODW 2018 priorities are customer service, team development, and accountability through radical transparency.

During the 2018 General Assembly session, several bills affected ODW:

HJ94 – Did not pass; however, ODW agreed to do the recommended study.

HB771 (SWIFT) – Did not pass. Bill created an oversight committee and monitoring laboratory. One hurdle was that it had a fiscal impact (VDH needs staff to monitor data). ODW expects a new bill in 2019.

HB979 – Did not pass. Proposed to change the lead action level. Lead remains a concern.

HB1035 – Passed (EVGMA – if there are competing projects for state revolving loan funds, preference for the project that does not withdraw groundwater in the EVGMA).

HB1578 – Did not pass. Requires lead testing in schools. (*listed as HB1574 on powerpoint*)

HB192 – Passed. Regulates rainwater use, gray water reuse. Stakeholder meeting held on 12/17; discussed overview of process and objectives to develop regulations.

HB297 – Passed. Requires a comment period for guidance documents – agencies will have to complete and submit a form on Town Hall and public notice guidance for 30-day public comment period.

HB1234 – Did not pass. Proposed to change definition of “human consumption” to “domestic use” in the Waterworks Regulations. ODW agreed to reduced monitoring under the RTCR. Discussed need for ODW to develop guidance to implement this change. One bigger issue may be the need to regulate facilities that are not currently regulated (e.g. churches, gas stations, and convenience stores in rural areas that have their own water supplies). An unknown number of these serve 25 or more people at least 60 days per year. ODW plans to work with VDACS, and possibly other agencies, that already permit these businesses. ODW is working to strike a balance between identifying unregulated facilities, being able to manage existing waterworks with staff resources, satisfying primacy requirements, and not creating a regulatory burden.

Customer service – ODW is filling vacancies (enforcement, training, field directors, other staff). Still need deputy director.

Team Development – aligning employee work profiles so that roles and priorities are consistent, working on auto-dialer to help improve sample compliance (targeting small waterworks). New website team.

Accountability – created metrics and dashboard. Working on QA/QC and delegation (one example is having field directors sign operation permits instead of the office director); continuing to work on reducing health violations in community systems; increasing the number of systems that participate in WARN through VA AWWA; etc (see powerpoint).

Looking at developing capability of GIS-enabled systems to report boil water notices/advisories (BWA) electronically. The system would push notices to field offices, VDEM, others instead of having waterworks report notices to the field offices, which then have to manually type and distribute notices w/in VDH (local health departments) and to other agencies.

ODW Metrics (Aaron Moses) (see powerpoint)

ODW is using metrics to track performance and accountability. Metrics show trends in field offices but note issues, such as the difficulty in assigning metrics to some activities (slide 10). One proposal is for the WAC to form a subcommittee on metrics that provide input. Question – has ODW tried to correlate data with system size, type? Yes, data tends to show smaller systems have the most violations – concern with small, privately-owned community systems, particularly in the western part of the state. EPA wants state to focus on health-based violations, but a problem is that list is always changing as violations appear and drop off the ETT list.

Metrics regarding length of time for permit processing do not capture complexity, or time for ODW to get a response to a request for information from applicant. Metrics do not show what is normal or expected for performance. ODW is using the metrics to establish a baseline since we do not have long-term data.

Mark Estes, Ignatius Mutoti, Andy Crocker, and Bailey Davis volunteered to serve on a WAC subcommittee for metrics

2019 Priorities (Dwayne Roadcap) (see powerpoint)

ODW intends to implement the recommendations in the VCU Performance Management Group (PMG) report.

For self-reporting of BWA, waterworks will use a web-based form, which will reduce the burden on ODW staff and improve distribution and speed of notification to consumers and state agencies.

SDWIS Prime and compliance management data portal (CMDP) will officially be rolled out by EPA in 2019. ODW systems need to be compatible with EPA's. ODW data has been/is being populated in SDWIS Prime. ODW will need to be operating in SDWIS Prime within 1 year of official roll-out by EPA. CMDP roll-out will follow SDWIS Prime and will have labs input sample result data electronically into the SDWIS system – goal is to have labs input data instead of ODW data personnel having to input data. One concern raised with CMDP is whether ODW will have the opportunity to do QC of data before it is fully entered. ODW staff are working on this issue. Also have to address requirement for labs to submit data electronically. Recommendation that WAC be involved in this process, particularly w/ concerns about waterworks being able to see data before it is submitted. WAC members expressed a need for direct reporting, as long as there is a method for correcting errors, and a need to go after those that violate or abuse the system. ODW's focus is on SDWIS Prime for now.

VCU Performance Management Group (VCU PMG) (Gina Barber provided an overview of the process and objectives; Mike Foreman discussed the results)

Comments about external stakeholder feedback – stakeholders have a good working relationship with ODW. ODW is a good collaborator, educator, partner, and stakeholders have seen improvement in communication and transparency. ODW has room for growth – hire deputy office director, make more visits to rural locations, high work volume leaving little time for strategic thinking, faster response to emergencies. Recommendations divided into categories – work process, communication, training and hiring needs, and staffing issues. Executive leadership team – office director, deputy director, chief operating officer (to oversee central and field office operations on a day-to-day basis). Question about staff retention – recommendations about addressing this with salary compression, training, and career opportunities will help retain staff. Temporary employees are a way to hire staff in addition to FTEs – ODW does this for some administrative positions because there is a limit on number of days per week that temporary employees may work. To re-establish the East Central Field Office, as recommended in the report, ODW will need 4 or 5 additional FTEs.

VDH executive leadership, in coordination with the office director, will decide if and how much ODW will implement recommendations in the report.

Adoption of Minutes Motion to adopt the minutes from the 10/18 meeting. Motion approved.

HJ 94 Report (Dwayne Roadcap)

VDH leaders are reviewing the report.

Three primary findings – (1) Virginia's drinking water program is vital and protects public health; (2) Virginia regulations adequately protect public health, but more could be done (regs focus on water quality, not ongoing waterworks operation and maintenance - one idea is to require asset management and capital improvement plans); and (3) Virginia's drinking water program needs more resources (as shown in the VCU PMG report).

With emergency response, ODW is re-writing its plan, and will do away with hazardous response plans and instead focus on threat response, rated 1 to 4. Terrorism will be highest, “1,” other threats such as water main breaks, will be lower, based on the threat to public health (“2” to “4”). The threat can be scaled to the area impacted and allows VDH/ODW to better know how to allocate resources. Also moving to be able to submit BWA’s online and using ARC-GIS to monitor data in the field and in the emergency response center. ODW is working with other state agencies on other threats, including cybersecurity. Suggestion that ODW work with rural development for requirements for small, rural systems – ODW is waiting for more guidance from EPA as they develop federal requirements.

One comment about AMPs – would ODW approve or not? WAC members expressed concern about the slippery slope of a community investing in an AMP and ODW value judging the result – saying funding isn’t sufficient, dictating how a locality or utility should spend its resources or how much should be spent. WAC members discussed challenges of developing fiscal planning documents, particularly for smaller or disadvantaged systems, along with efforts to emphasize the importance of planning, assistance with planning, developing a plan. Andy Crocker suggested required AMP training for board members. ODW Capacity Development group is working on similar training through the PDCs.

Updating By-laws and Committee Membership (Dwayne Roadcap)

Would the WAC members want bylaws? Guidance document would be good. What would the group like in bylaws? Meeting dates, times, locations, business process, primary objectives. Discussed requirement that members must send replacement if not present and the chair would send member a letter if more than three meetings are missed. Staff will prepare a working document for the WAC to consider at an upcoming meeting. In the past, the WAC would vary meeting locations around the state. There are other facilities in the Richmond area, including one in the Innsbrook area, that DHCD uses without charge. VA AWWA is also aware of facilities around the state. One suggestion was to hold WAC meetings at the field offices periodically.

General Assembly Planning (Dwayne Roadcap)

ODW will make a concerted effort to contact WAC members regarding legislation that comes up this year to get stakeholder input. As part of VDH’s assessment of legislation, we need to assess the impact of the bill. ODW wants to provide stakeholders with awareness of proposed legislation and get a sense of the impact on stakeholders. We expect to see legislation regarding lead in drinking water, possibly following up on HB1234 (2018), and SWIFT.

WIIN and AWIA Updates (Dan Horne) (see powerpoint)

Testing for Lead in Drinking Water in Schools with implementation of SB 1359 (2017). ODW worked with schools and school associations to come up with guidelines and recommendations for a testing plan, to include what to sample, when, who should collect the sample, and implementation of EPA’s 3T’s program. Also found out more about what testing had already been done and the results (in many cases, districts had done testing, but not shared any results). Since passage of SB 1359, some districts have taken significant steps, one example – Chesterfield Co. tested over 3,000 taps and located several areas with actionable lead levels. Note that Chesterfield did their testing without involving VDH, ODW.

Recent news – EPA revised 3Ts program, and announced funding for testing under the WIIN act – authorizes \$20M each year for 3 years for lead testing. Only fy2019 is funded, subject to allocation criteria. States must prioritize and target high risk areas/schools. VDH has been identified as lead agency with ODW being responsible for moving program forward in VA.

America's Water Infrastructure Act of 2018 – Signed Oct 23, 2108. Provided additional support to states for lead issues, plus additional, broad-ranging requirements – many of which ODW will need guidance to implement.

ODW expects to be the lead agency/office and to work with others to identify school systems that need sampling and would be good candidates for grant funding. Some concern about funding being done as a reimbursement. Concern that schools are not required to notify VDH/ODW about testing – for this grant, schools will have to report results. Main downside will be resources required to administer the program compared to the amount of grant funds that will come into Virginia. Only 4% allowed to fund administration of the grant.

ODW Policies, including Boil Water Advisories (Dwayne Roadcap, Jeff Wells) (see handout)

ODW did not update policies during 2018 and wants this to be a priority in 2019 – combining working memos into chapters of a manual. ODW is looking at about 9 manuals and wants to funnel policy issues through the WAC prior to putting guidance out for public comment as required by 2018 amendments to the APA (HB 297).

BWAs in response to a water line break. Past VDH policy has been to issue a BWA if there is a line break. ODW is considering revising the policy to create 4 categories of breaks and responses to each. Want to avoid loss of confidence in the waterworks by the consumers, and want the consumers to treat advisories seriously. (see handout)

Request that WAC members review and provide feedback on draft, including comments about whether or not this table is enough (self-explanatory), or needs more training, information. Comments – definitely a step in the right direction; for small systems, provide more guidance; for type 3, utility should have written procedures for dealing with breaks and follow the procedure using best professional judgment.

New business

ODW will send a doodle poll for future meetings – e.g., third Thursday of odd numbered months

Time to review permit fees? Comment that the fees are currently maxed out (by statute) and ODW doesn't see any additional revenue coming from state or federal sources. WAC members go to constituents to discuss increasing cap on fees, adding permit fees for smaller systems. Would like to discuss this at a future meeting. Concern that TNCs are a heavy workload, but are not contributing fees.

Adjourn: 2:35 pm

ODW Waterworks Fees

Office of Drinking Water/VDH

April 30, 2019

Purpose of this Presentation

- Describe sources and uses of the annual Waterworks Fees.
- Examine the history of the fees.
- Report on “new” positions.
- Explore “what if” scenarios.
- Answer questions
- Anything else?

FY19 Sources of Funds for Operations

1. EPA Grants*:

- DWSRF: (10+2%) of the DWSRF Grant - \$2.2m
- PWSS: (100%) - \$2.0m

2. State Funds:

- \$0.7m for PWSS state match
- \$0.6m General Funds

3. Operation Fees from waterworks - \$4.7m

Total Revenue for Operations = \$10.2m

***Note: Does not include Cap Dev (15%) or DWSRF Admin (4%)**

Sources of Funds for Operations (\$M)

Funding by Source (\$10.2m total)

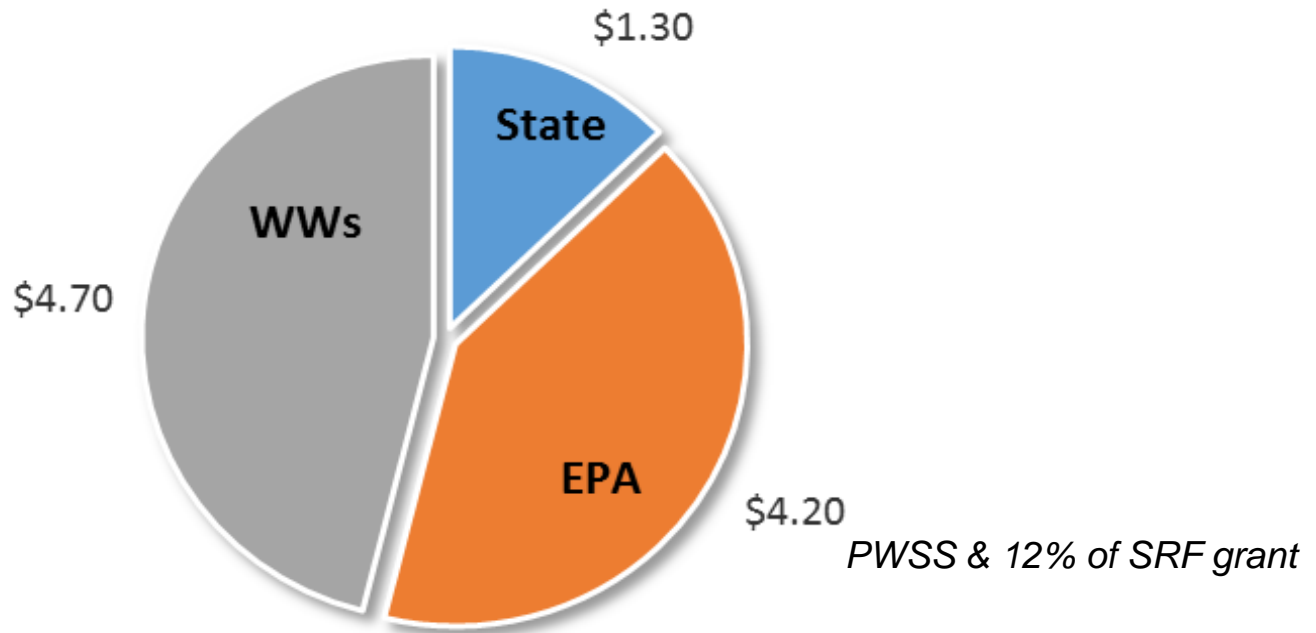


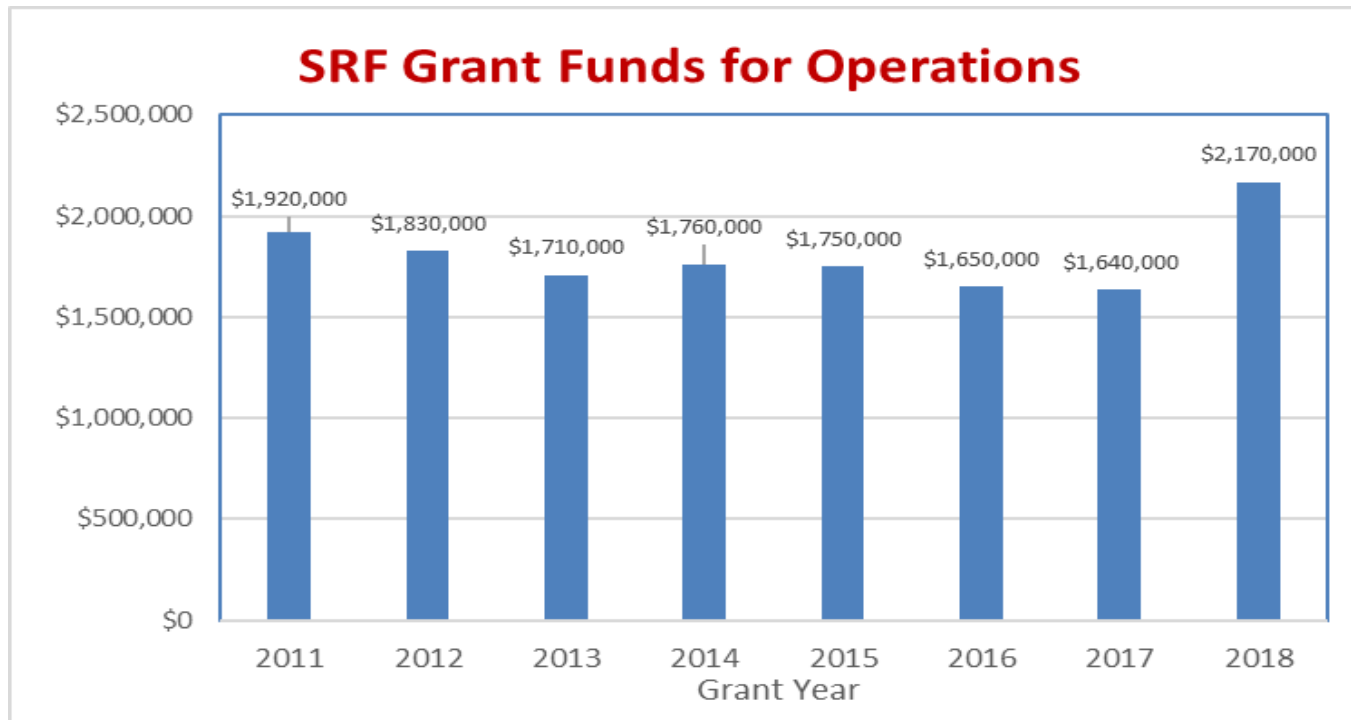
Figure does not include:

\$2.7m reserved for Cap Dev/direct tech assist only.

\$0.7m for DWSRF Admin and \$3.62m for DWSRF state match (for construction)

\$15.9m EPA funds reserved for construction only.

SRF Grant challenges



Challenges related to federal funding:

- ODW does not know the amount of the SRF grant until after we apply.
- Fluctuations! Accurate forecasting is impossible, which can create cash flow issues.
- The grant amount requires a minimum state match.

Waterworks Operation Fees

Authority (Code of Virginia)

§ 32.1-171.1. Waterworks operation fee required. Established in 1992.

- A. Every owner of a waterworks shall pay a fee to the Department based on 12VAC5-600.
- B. The income and principal used only for technical assistance, which shall include, but is not limited to:
 - (i) training for operator certification,
 - (ii) engineering evaluation and advice,
 - (iii) sample collection for laboratory analysis, and
 - (iv) educational seminars.

Authority (Virginia Administrative Code)

12VAC5-600-50. Community Waterworks (CWW) Operation Fee.

- A fee not to exceed \$160,000 is charged on July 1 each year to each community waterworks.
 - The number of customer accounts multiplied by no more than **\$3.00**. (Currently **\$2.95**)
 - The number of customer accounts is based on best available data six months prior to the close of business on June 30 each year.
- If the fee is \$400 or less, then a lump sum payment is due August 1;
- If the fee is > \$400, then can pay in quarterly payments or lump sum.

12VAC5-600-60. Nontransient Non-community (NTNC) Waterworks Operation Fee.

- * A fee of **\$90** per NTNC waterworks is due November 1.

Currently, there is no charge for Transient Non-community (TNC) Systems

Current Fee Structure

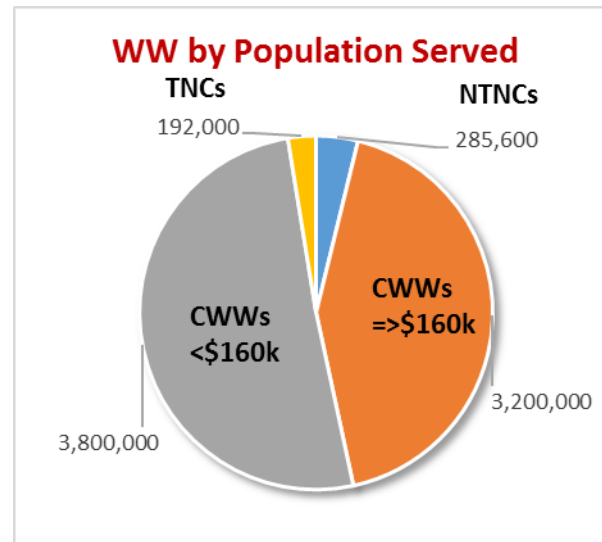
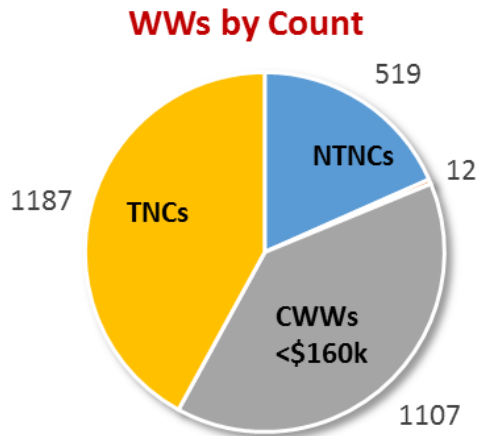
CWWs: 12 paying the max fee of \$160,000.
1,085 paying less than \$160,000.

NTNCs: 519 paying \$90

TNCs: 1,187 not paying a fee.

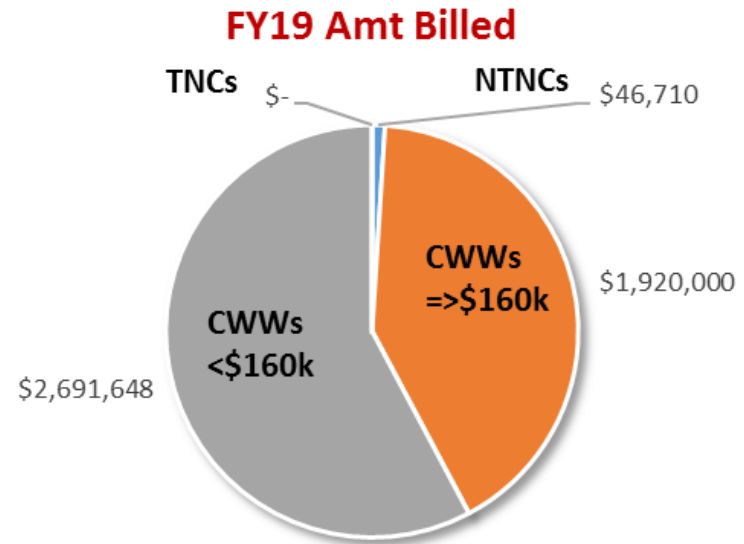
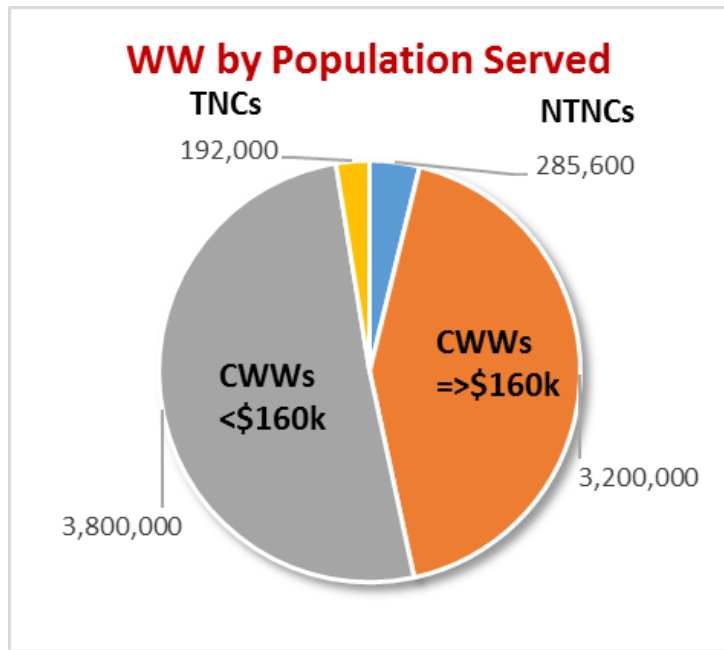
WWs by numbers and type

CWWs (12): 12 serving a pop. of 3.2 million
CWWs (not 12): 1,107 serving a pop. of 3.8 million
NTNCs: 519 serving a pop. of 285,600
TNCs: 1,187 serving a pop. of 192,000
Grand Total: 2,825



WWs by numbers and type

FY19 Billing = \$4.7m



Fee History

Year	TNC	NTNC	Community (per connection)	Community cap
1992-1993	\$ -	\$ 60.00	\$ 1.50	\$ 160,000
1993-1994	\$ -	\$ 90.00	\$ 2.05	\$ 160,000
1994-1995	\$ -	\$ 90.00	\$ 2.05	\$ 160,000
1995-1996	\$ -	\$ 70.00	\$ 1.60	\$ 160,000
1996-1997	\$ -	\$ 70.00	\$ 1.60	\$ 160,000
1997-1998	\$ -	\$ 70.00	\$ 1.60	\$ 160,000
1998-1999	\$ -	\$ 81.00	\$ 1.85	\$ 160,000
1999-2000	\$ -	\$ 81.00	\$ 1.85	\$ 160,000
2000-2001	\$ -	\$ 81.00	\$ 1.85	\$ 160,000
2002-2003	\$ -	\$ 81.00	\$ 1.85	\$ 160,000
2003-2004	\$ -	\$ 81.00	\$ 1.85	\$ 160,000
2004-2005	\$ -	\$ 81.00	\$ 1.85	\$ 160,000
2005-2006	\$ -	\$ 81.00	\$ 1.85	\$ 160,000
2006-2007	\$ -	\$ 81.00	\$ 1.85	\$ 160,000
2007-2008	\$ -	\$ 90.00	\$ 2.05	\$ 160,000
2008-2009	\$ -	\$ 90.00	\$ 2.05	\$ 160,000
2009-2010	\$ -	\$ 90.00	\$ 2.05	\$ 160,000
2010-2011	\$ -	\$ 90.00	\$ 2.05	\$ 160,000
2011-2012	\$ -	\$ 90.00	\$ 2.05	\$ 160,000
2012-2013	\$ -	\$ 90.00	\$ 2.95	\$ 160,000
2013-2014	\$ -	\$ 90.00	\$ 2.95	\$ 160,000
2014-2015	\$ -	\$ 90.00	\$ 2.95	\$ 160,000
2015-2016	\$ -	\$ 90.00	\$ 2.95	\$ 160,000
2016-2017	\$ -	\$ 90.00	\$ 2.95	\$ 160,000
2017-2018	\$ -	\$ 90.00	\$ 2.95	\$ 160,000
2018-2019	\$ -	\$ 90.00	\$ 2.95	\$ 160,000

← first SRF grants!

← In 2012 the GA cut ODW's GFs by \$820,000, and ODW raised fees to cover the short fall.

Fee History (with CPI)

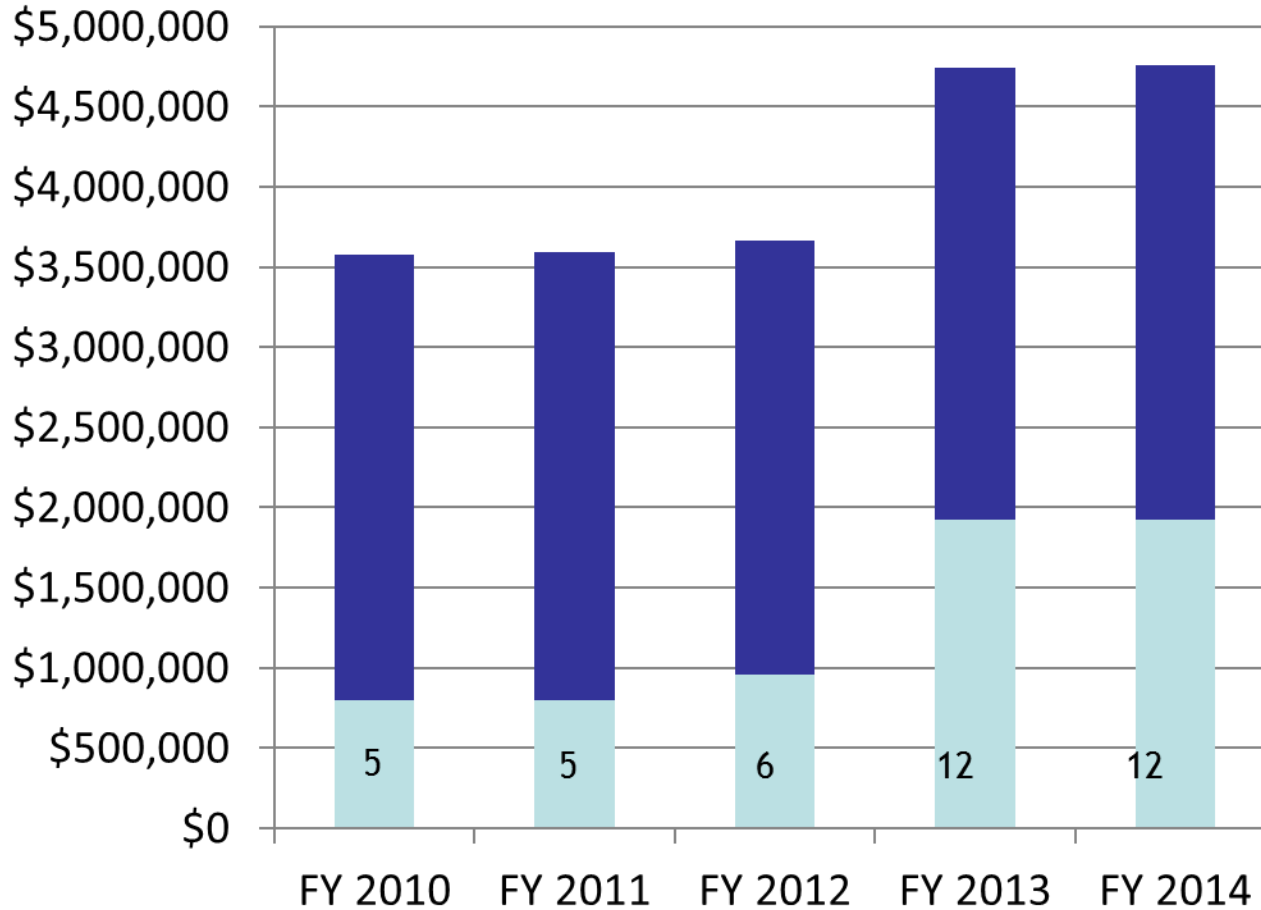
Year	TNC	NTNC	Community (per connection)	Community cap	CPI	Buying power of a 1992 \$
1992-1993	\$ -	\$ 60.00	\$ 1.50	\$ 160,000	140	\$ 1.00
1993-1994	\$ -	\$ 90.00	\$ 2.05	\$ 160,000	145	\$ 0.97
1994-1995	\$ -	\$ 90.00	\$ 2.05	\$ 160,000	148	\$ 0.95
1995-1996	\$ -	\$ 70.00	\$ 1.60	\$ 160,000	152	\$ 0.92
1996-1997	\$ -	\$ 70.00	\$ 1.60	\$ 160,000	157	\$ 0.89
1997-1998	\$ -	\$ 70.00	\$ 1.60	\$ 160,000	161	\$ 0.87
1998-1999	\$ -	\$ 81.00	\$ 1.85	\$ 160,000	163	\$ 0.86
1999-2000	\$ -	\$ 81.00	\$ 1.85	\$ 160,000	167	\$ 0.84
2000-2001	\$ -	\$ 81.00	\$ 1.85	\$ 160,000	172	\$ 0.81
2002-2003	\$ -	\$ 81.00	\$ 1.85	\$ 160,000	177	\$ 0.79
2003-2004	\$ -	\$ 81.00	\$ 1.85	\$ 160,000	180	\$ 0.78
2004-2005	\$ -	\$ 81.00	\$ 1.85	\$ 160,000	184	\$ 0.76
2005-2006	\$ -	\$ 81.00	\$ 1.85	\$ 160,000	189	\$ 0.74
2006-2007	\$ -	\$ 81.00	\$ 1.85	\$ 160,000	195	\$ 0.72
2007-2008	\$ -	\$ 90.00	\$ 2.05	\$ 160,000	202	\$ 0.70
2008-2009	\$ -	\$ 90.00	\$ 2.05	\$ 160,000	207	\$ 0.68
2009-2010	\$ -	\$ 90.00	\$ 2.05	\$ 160,000	215	\$ 0.65
2010-2011	\$ -	\$ 90.00	\$ 2.05	\$ 160,000	215	\$ 0.65
2011-2012	\$ -	\$ 90.00	\$ 2.05	\$ 160,000	218	\$ 0.64
2012-2013	\$ -	\$ 90.00	\$ 2.95	\$ 160,000	225	\$ 0.62
2013-2014	\$ -	\$ 90.00	\$ 2.95	\$ 160,000	230	\$ 0.61
2014-2015	\$ -	\$ 90.00	\$ 2.95	\$ 160,000	233	\$ 0.60
2015-2016	\$ -	\$ 90.00	\$ 2.95	\$ 160,000	237	\$ 0.59
2016-2017	\$ -	\$ 90.00	\$ 2.95	\$ 160,000	237	\$ 0.59
2017-2018	\$ -	\$ 90.00	\$ 2.95	\$ 160,000	240	\$ 0.58
2018-2019	\$ -	\$ 90.00	\$ 2.95	\$ 160,000	245	\$ 0.57

= 43% decrease!

Consumer Price Index (CPI) 1982-1984 is the base year (=100). Base year is chained.

Source: <https://www.minneapolisfed.org>

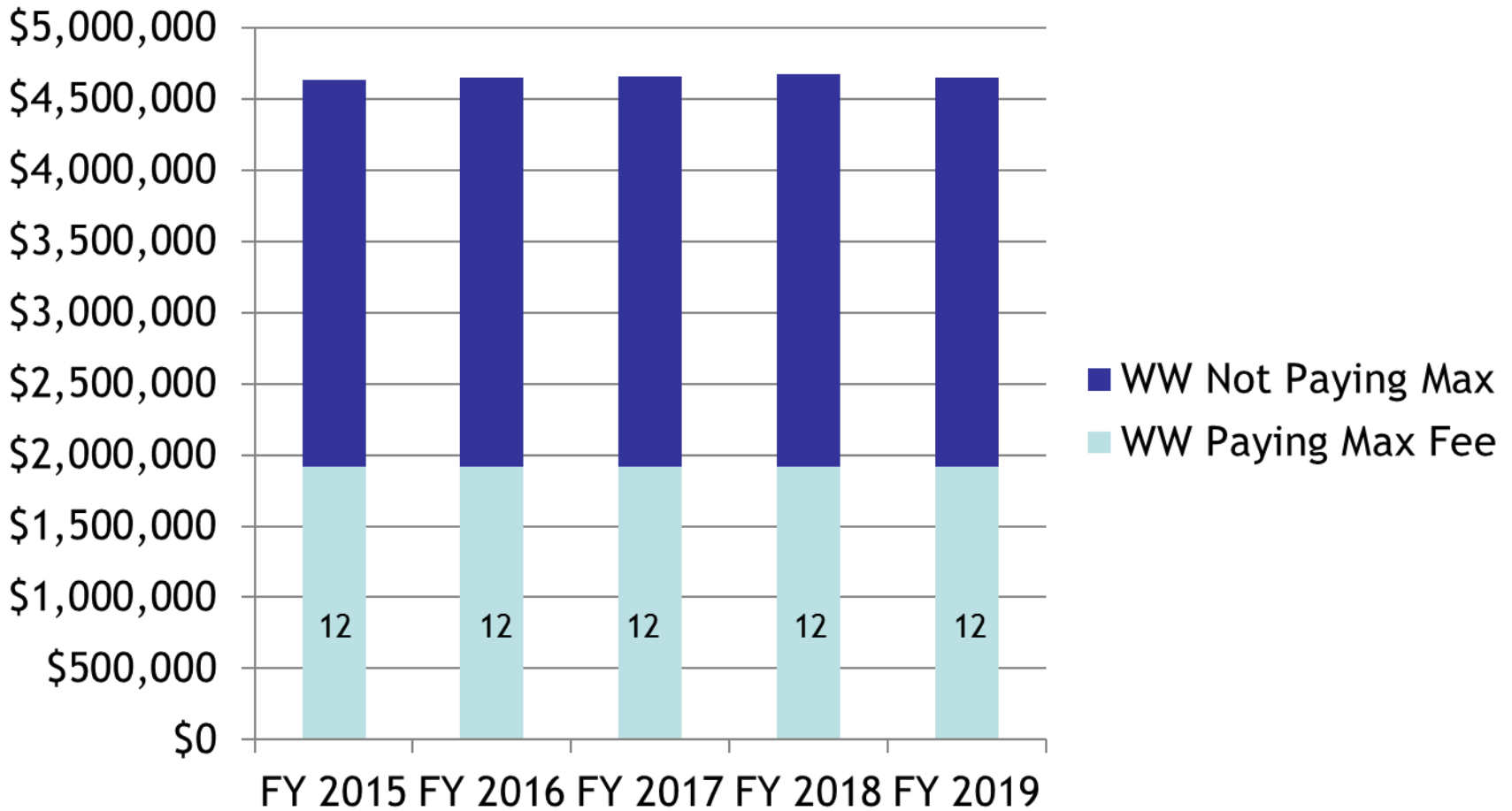
Fee Revenue FY 10 - 14



In 2012 the GA cut ODW's GFs by \$820,000, and ODW raised fees to cover the short fall.

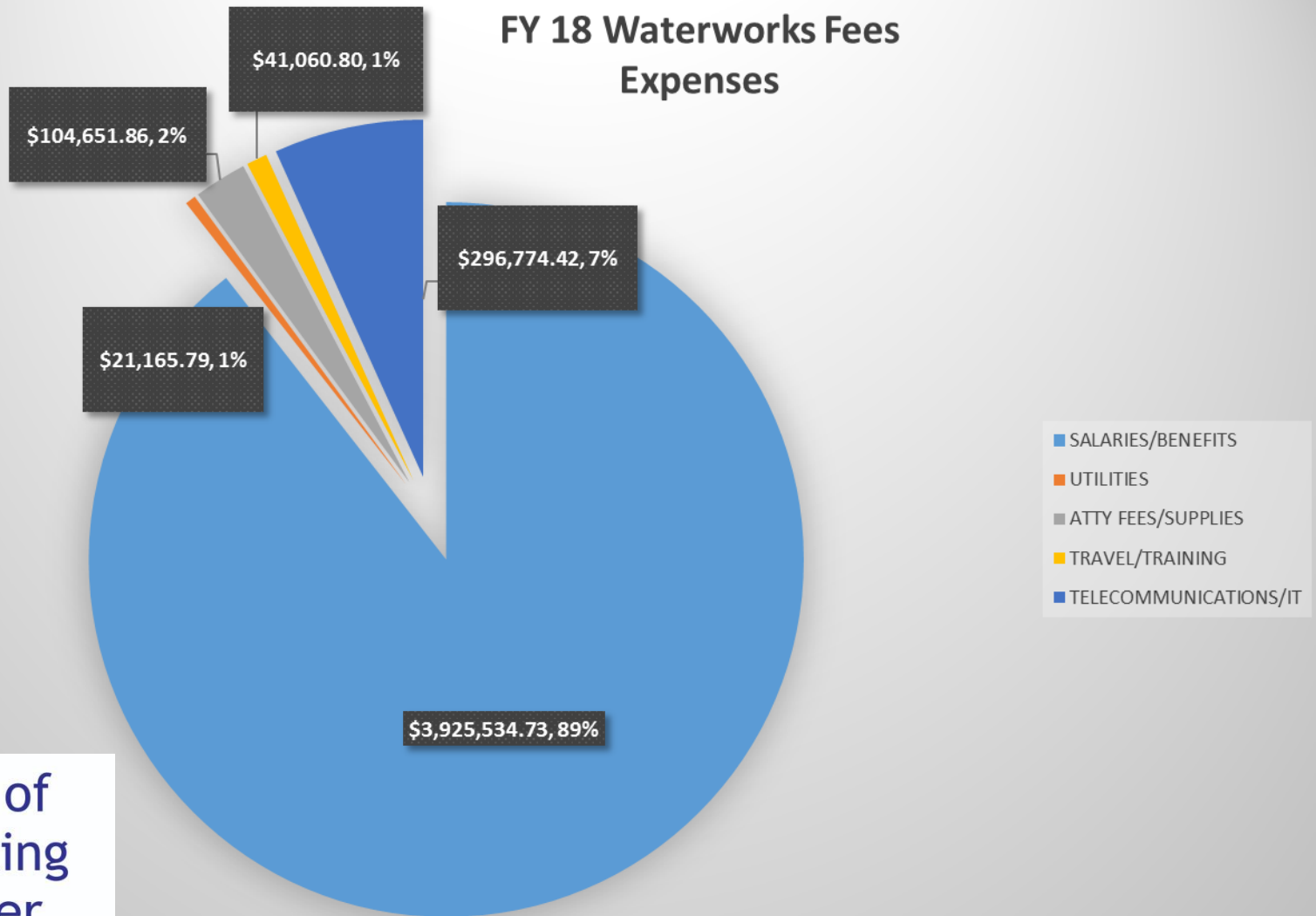
■ WW Not Paying Max
 ■ WW Paying Max Fee

Fee Revenue FY 15 - 19

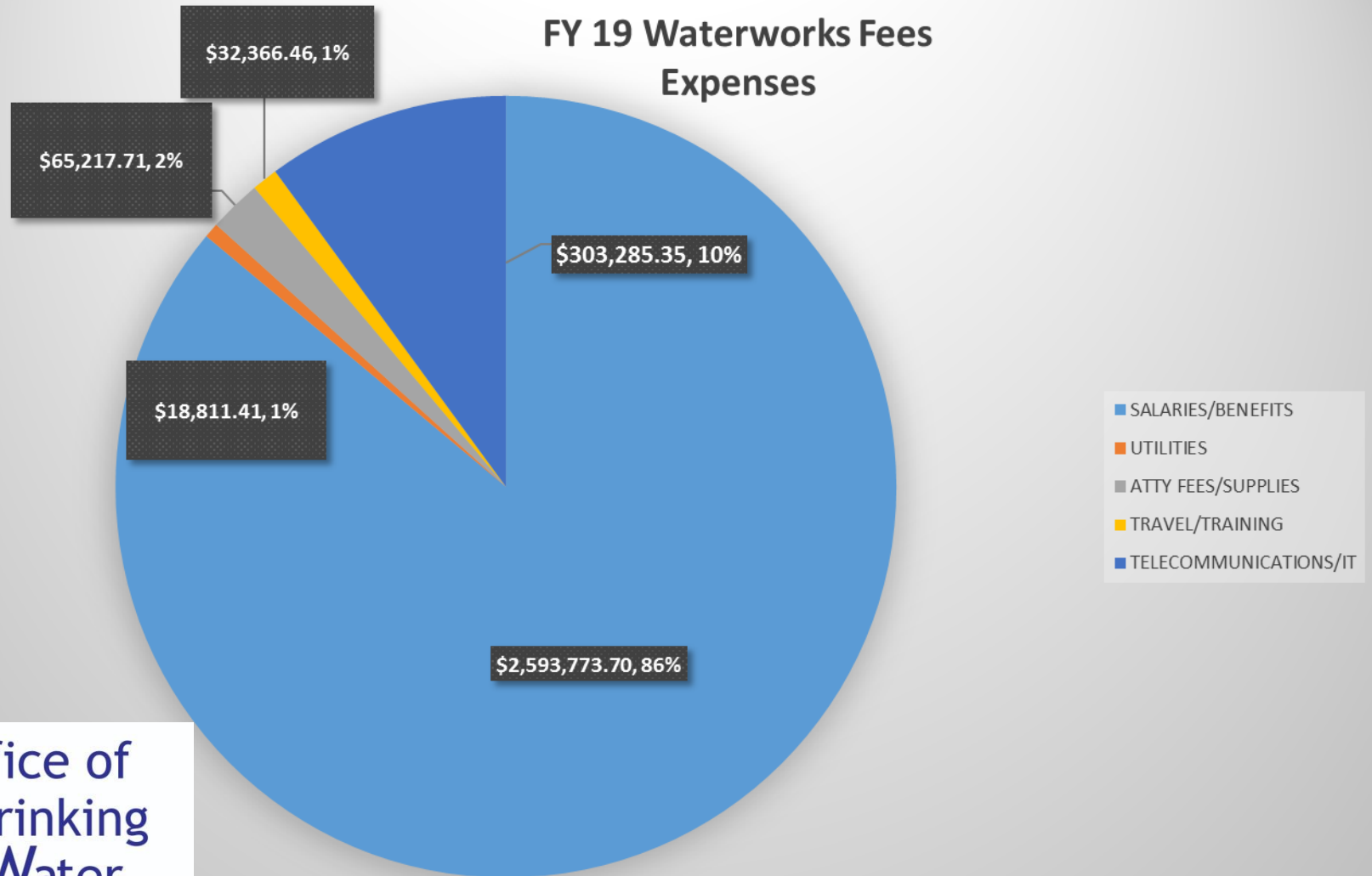


Revenue \$4,650,865 vs Expenses \$4,389,188

FY 18 Waterworks Fees Expenses



Revenue \$4,191,429 vs Expenses \$3,013,455 (as of 2/7/19)



Program Changes Over Time

- Adopted regulation of TNCs (Taking on more)
- Additional Regulatory changes/more complex rules:
 - SWTR, DBPs (system specific sampling sites)
 - RTCR, Arsenic, Radionuclides
 - LCR revisions, LCR (post Flint)
- Providing non-regulatory technical assistance to WWs:
 - BWNs, Emergency Response, Harmful Algal Blooms,
 - Aging Infrastructure, water losses,
 - Drought monitoring, water outages

Program Changes Over Time

- Higher Data quality requirements
- More media inquiries
- On-going EPA initiatives and requests
- GWUDIS - revised evaluations
- Evaluating public health impacts
 - Coal Ash Spill
 - 3T's and lead in schools
 - HRSD SWIFT Project
 - Pipelines & tanker spills.
 - PFOS/PFAS

Program Changes Over Time

- Lead Service Line Replacement Program
 - Participants:
 - City of Richmond
 - VA American Water
 - Henry County Service Authority
 - Newport News (future?)
 - Norfolk (future?)

Note: Program changes related to the funding assistance under the DWSRF grant and Cap Dev are not included because the LSL Replacement Program is funded under the SRF grant.

What-ifs: *Review hand out*

1. Establish minimum operation fees:

minimum Fee ->		\$ 90.00	\$ 100.00	\$ 110.00	\$ 120.00
TNCs		\$ 106,830	\$ 118,700	\$ 130,570	\$ 142,440
NTNCs		\$ -	\$ 5,190	\$ 10,380	\$ 15,570
CWWs (less than min. Fee)		\$ 10,610	\$ 13,750	\$ 17,207	\$ 20,952
	Total	\$ 117,440	\$ 137,640	\$ 158,157	\$ 178,962

2. Increase the \$2.95 fee to:

\$ 3.00	\$ 3.05	\$ 3.10	\$ 3.15	\$ 3.20	\$ 3.25
\$ 45,621	\$ 91,242	\$ 136,863	\$ 182,485	\$ 228,106	\$ 273,727

The 12 Largest CWWs

Owners Billed at the 160K Level				
		1,276,509		\$1,845,700.10
Count	name	Connections	bill amount (w/o the \$160k cap)	Difference over \$160K
1	VIRGINIA AMERICAN WATER	58,860	\$173,637.00	\$13,637.00
2	RICHMOND, CITY OF	62,346	\$183,920.70	\$23,920.70
3	WESTERN VIRGINIA WATER AUTHORITY	66,194	\$195,272.30	\$35,272.30
4	CHESAPEAKE, CITY OF	66,249	\$195,434.55	\$35,434.55
5	NORFOLK , CITY OF	69,308	\$204,458.60	\$44,458.60
6	LOUDOUN WATER	74,367	\$219,382.65	\$59,382.65
7	PRINCE WILLIAM CO SERVICE AUTH	89,126	\$262,921.70	\$102,921.70
8	HENRICO COUNTY	95,816	\$282,657.20	\$122,657.20
9	CHESTERFIELD CO. UTILITIES DEPT	121,610	\$358,749.50	\$198,749.50
10	NEWPORT NEWS, City of	128,957	\$380,423.15	\$220,423.15
11	VIRGINIA BEACH , CITY of	157,281	\$463,977.50	\$303,977.50
12	FAIRFAX COUNTY WATER AUTHORITY	286,395	\$844,865.25	\$684,865.25

$\$160,000 / \$2.95 = 54,237$ connections

The next ten largest CWWs

Second Tier (near the 160K Level)			
Count	name	Connections	Amount Billed
1	DANVILLE, CITY OF	17,511	\$51,657.45
2	HANOVER CO-DEPT OF PUB UTILS	19,700	\$58,115.00
3	WASHINGTON COUNTY SERVICE AUT	20,866	\$61,554.70
4	JAMES CITY SERVICE AUTHORITY	21,771	\$65,245.15
5	LYNCHBURG, CITY OF	22,786	\$67,280.65
6	SUFFOLK DEPT PUBLIC UTILITIES	24,678	\$72,800.10
7	Spotsylvania Co. - Utilities	30,476	\$92,777.50
8	PORTSMOUTH, CITY OF	32,380	\$95,521.00
9	STAFFORD COUNTY	35,711	\$105,347.45
10	ARLINGTON CO GOVERNMENT	37,462	\$110,592.55

DRAFT

ODW GUIDANCE ON MAIN BREAK TYPES AND RESPONSES

Type 1 Break	Type 2 Break	Type 3 Break	Type 4 Break
Positive pressure maintained during break	Positive pressure maintained during break	Loss of pressure at break site/possible local depressurization adjacent to the break	Loss of pressure at break site/widespread depressurization in the system
Pressure maintained during repair	Pressure maintained until controlled shutdown	Partial or uncontrolled shutdown	Catastrophic event/failure
No signs of contamination intrusion	No signs of contamination intrusion	Possible contamination intrusion	Possible/actual contamination intrusion
Procedures	Procedures	Procedures	Procedures
Excavate to below break	Excavate to below break	Uncontrolled shutdown	Catastrophic failure response
Maintain pit water level below break	Maintain pit water level below break	Document possible contamination	Document possible contamination
Repair under pressure	Controlled shutdown	Disinfect repair parts	Shutoff customer services in affected area
Disinfect repair parts	Disinfect repair parts	Conduct scour flush (3 ft/sec for 3 pipe volumes)	Disinfect repair parts
Check residual disinfectant level in distribution system	Conduct low velocity flush (flush 3 pipe volume)	Conduct slug chlorination (CT of 100 mg/L-min ³)	Conduct scour flush (3 ft/sec for 3 pipe volumes)
No Boil Water Advisory (BWA)	Check residual disinfectant level in distribution system	Check residual disinfectant level in distribution system and ensure it is adequate	Conduct slug chlorination (CT of 100 mg/L-min ³)
No bacteriological sample	No Boil Water Advisory (BWA)	Instruct customers to flush premise plumbing upon return to service	Instruct customers to flush premise plumbing upon return to service
	Collect one bacteriological sample downstream ^{2,3}	BWA - TBD; based on depressurization extent and potential presence of contamination ¹	Check residual disinfectant level in distribution system and ensure it is adequate
		If no BWA - Collect one set of bacteriological samples bracketing the site ^{2,3} (If BWA issued use type 4 procedures)	Issue Boil Water Advisory
			Collect two sets of bacteriological samples 16 hours apart ^{2,3}

Notes:

1. The waterworks should consider the following factors when deciding whether a BWA is necessary: sanitary conditions of repair trench, disinfectant residual levels after repairs are completed, water clarity near site after flushing, and the extent of the depressurization area. If the entire depressurization area cannot be flushed or disinfected then a precautionary boil water advisory or additional bacteriological testing should be considered.

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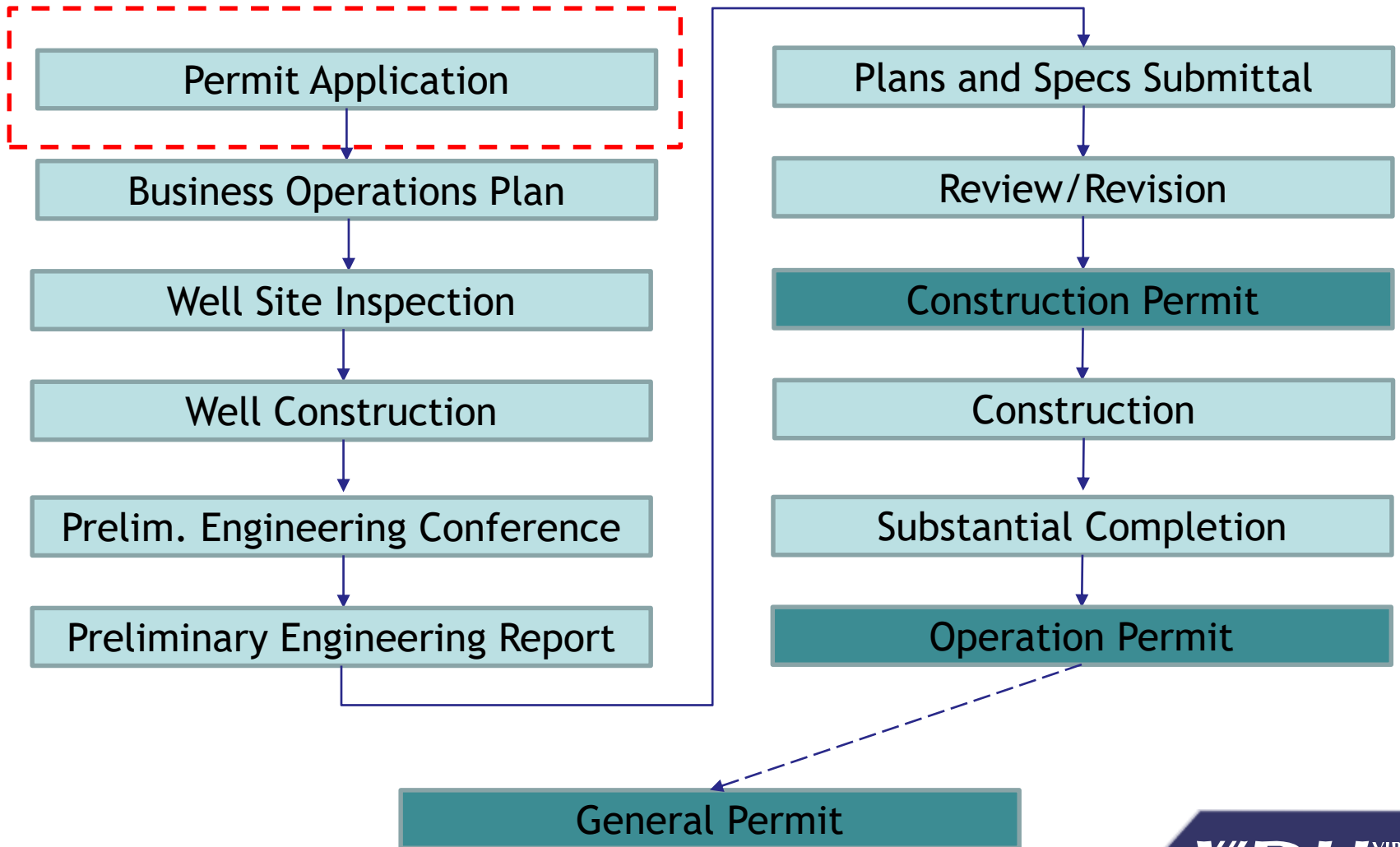
2. If any bacteriological sample is positive for total coliform then the waterworks must collect additional samples until two satisfactory samples collected 16 hours apart are received. If no BWA was initially issued then these results alone will not require that one be issued.
3. If any bacteriological sample is positive for *E coli* then the waterworks must immediately issue a BWA, perform disinfection, flushing and collect additional samples until two satisfactory samples collected 16 hours apart are received.
4. For situations that do not conform to the above guidelines or if the waterworks is unsure how to proceed then contact your District Engineer for guidance.

Permit Manual Updates

Aaron Moses
Field Services Engineer

Waterworks Advisory Committee Meeting
April 30, 2019

General ODW Permitting Process

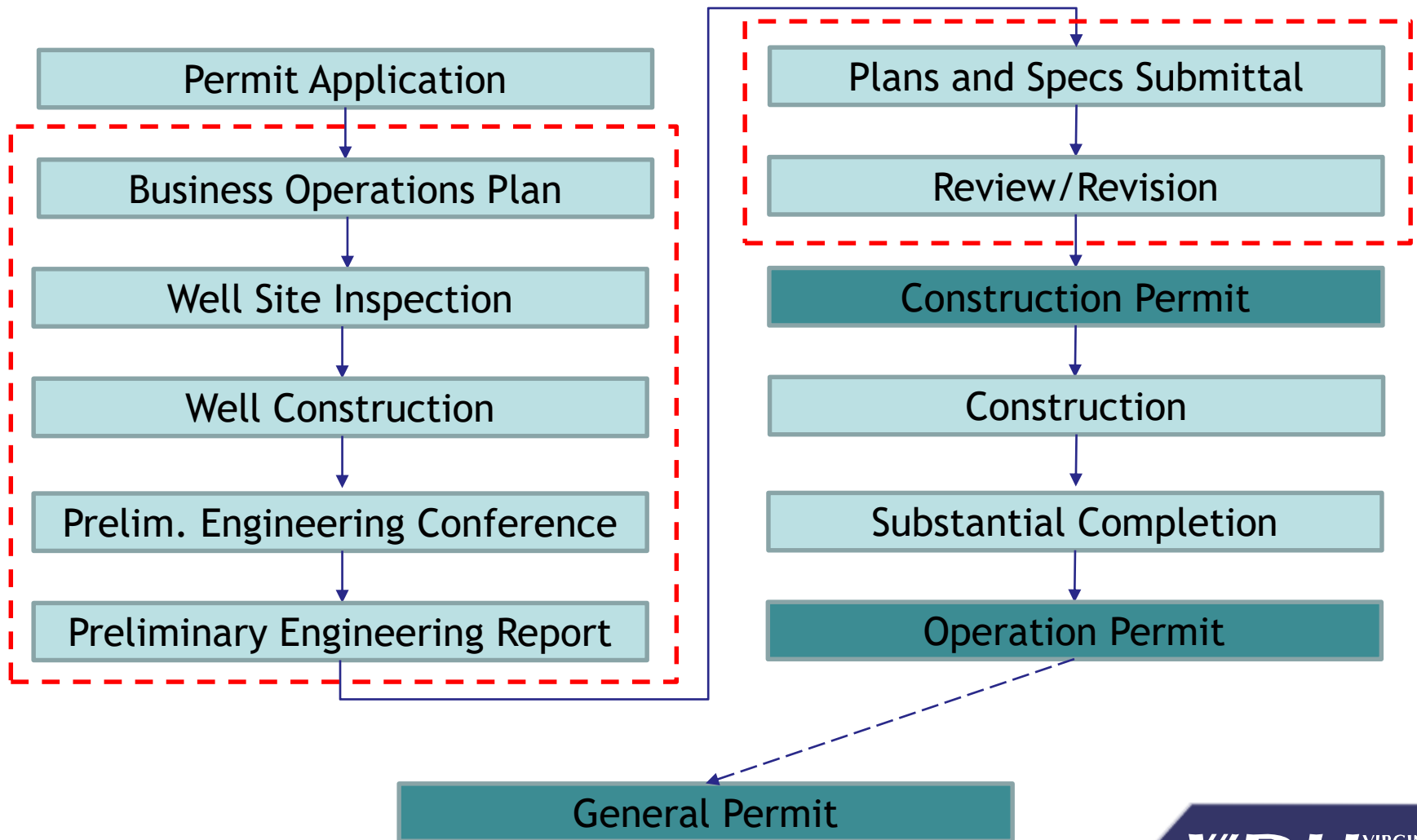


Waterworks Permit Applications

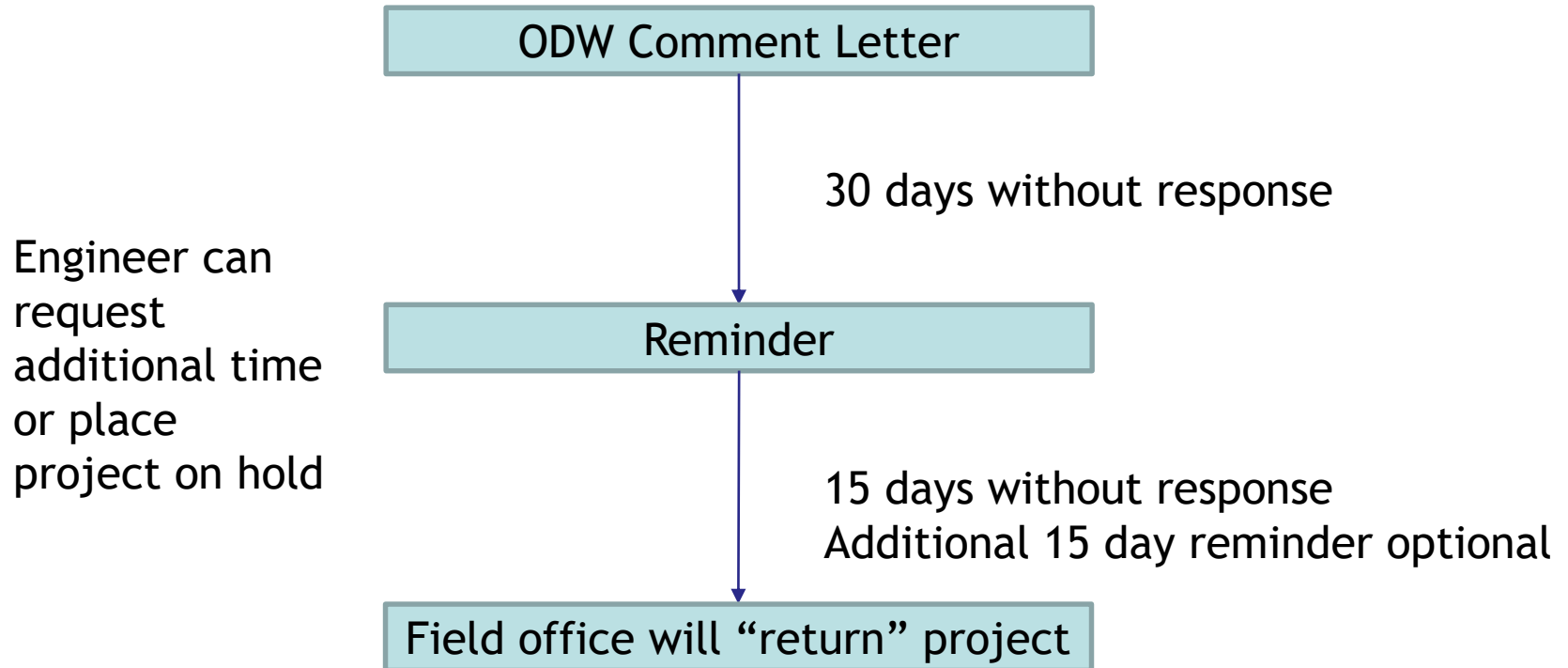
Single application -> 2 applications:

- Construction Permit Application
 - For construction projects
 - Includes submittal requirements
- Operation Permit Application
 - For permitting “found” waterworks
 - Includes questions to determine waterworks status and type

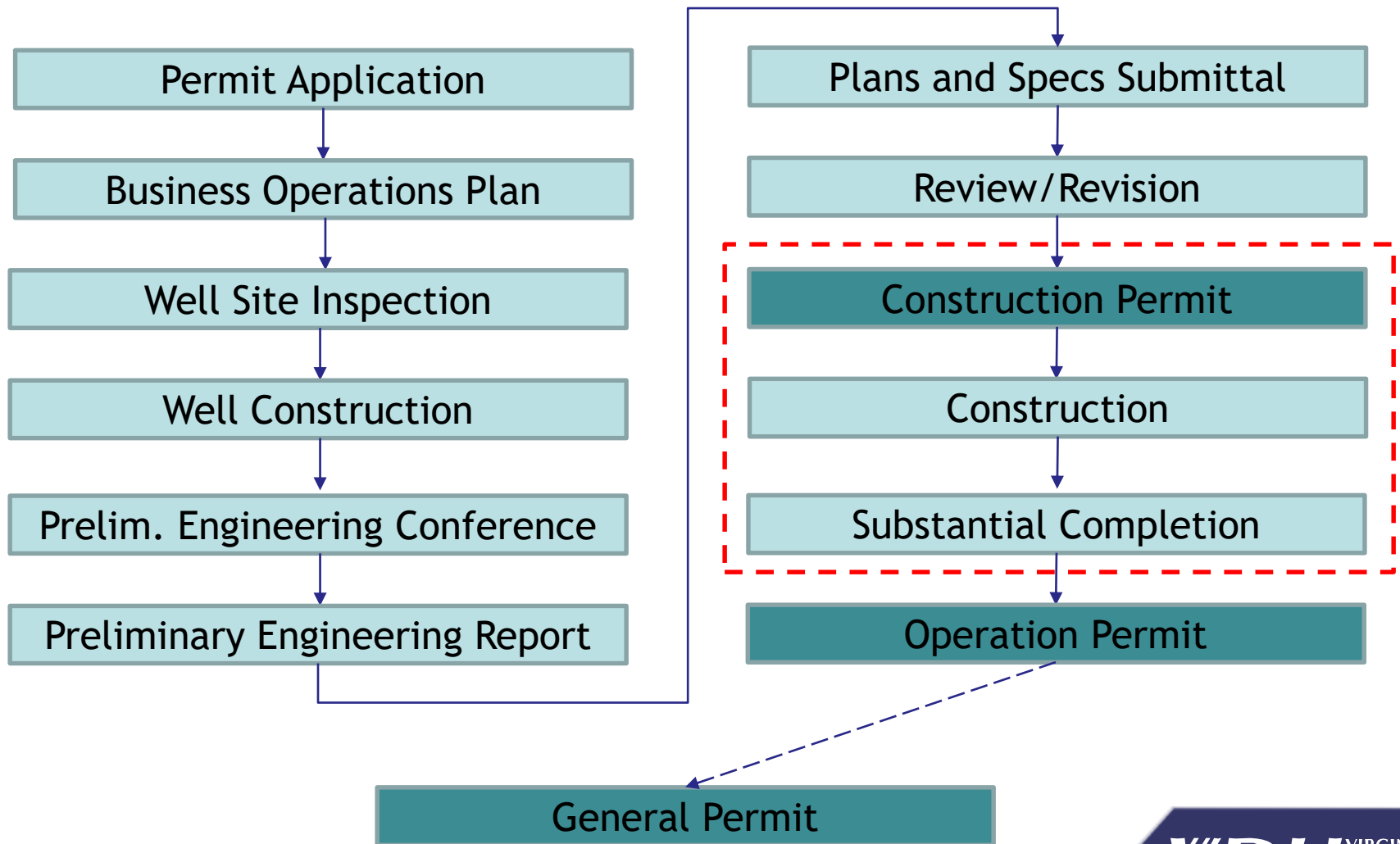
General ODW Permitting Process



Project Returns



General ODW Permitting Process



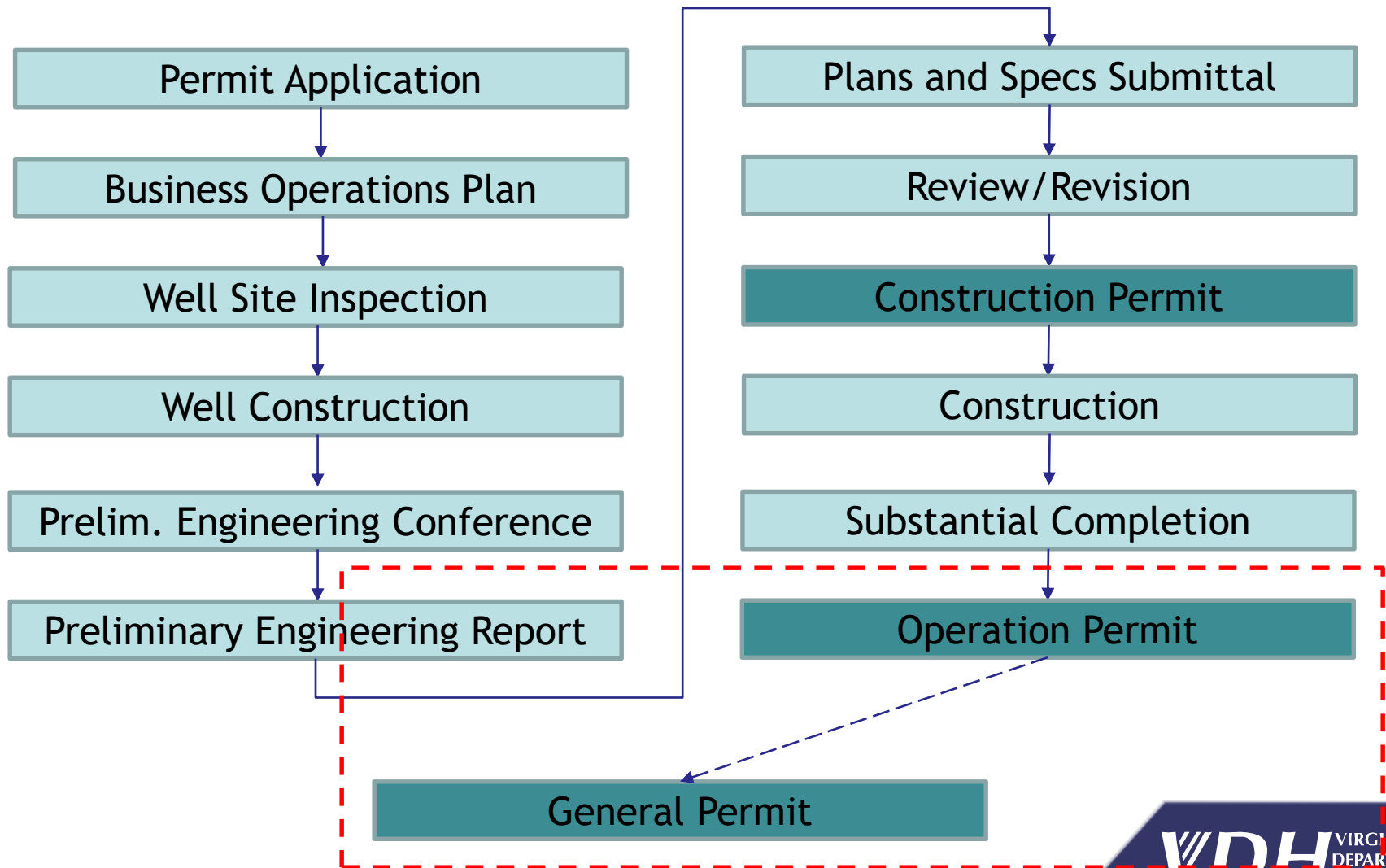
Change Orders and Addenda

Field Offices will no longer review COs and addenda that are:

- Non-technical,
- Minor, or
- Not under Part III of the Regulations

-FCAP may review for SRF projects

General ODW Permitting Process



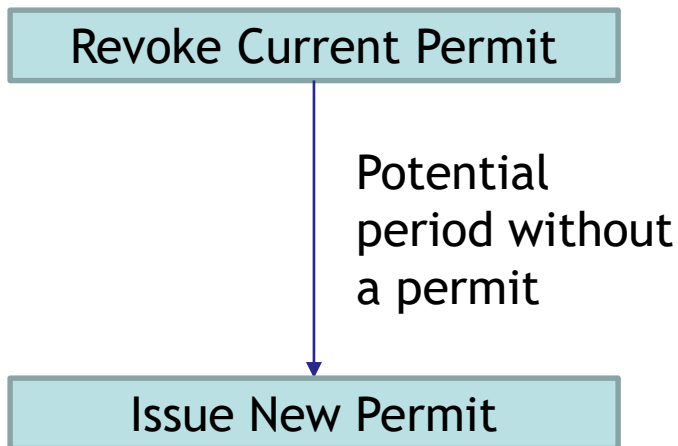
Operation Permits

Required by Code of Virginia to operate a waterworks,
2 types:

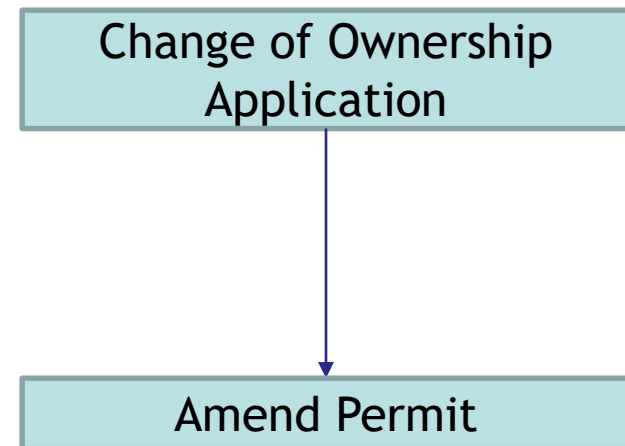
- Standard Operation Permit
- Temporary Operation Permit
 - Expiration date
 - Requirements to
 - Bring into compliance-mostly “found” systems
or
 - Demonstrate new technology

Operation Permit - Change of Ownership

Current Process



Proposed Process



General Permits

Delegates waterline Construction Permit authority to locality

- Locality reviews for compliance with Regs
- Expiration date: 5 years -> **10 years**
- ODW audits every 5 years
- Annual reporting to ODW

Field Office Delegation of Authority

Previous	All permits, revocations, and design exceptions reviewed by CO and signed by ODW Director
Current	All documents reviewed by CO and <u>signed by field directors</u>
Future	<ul style="list-style-type: none">• Developing standard review procedures• <u>FO will approve most permit documents</u>• <u>CO will review complex projects, and audit others</u>

Other Future Plans

- Incorporate other Working Memos related to permitting and design review
- Complete development of design review guidance and checklists for staff
- Share information with design engineers to allow for smoother permitting process

Waterworks Advisory Committee Bylaws

Nelson Daniel
Policy and Program Director

Waterworks Advisory Committee Meeting
April 30, 2019

Authority - 12VAC5-590-40 5.

The Waterworks Advisory Committee shall be appointed by the commissioner and consist of 13 appointed members and three ex officio members.
(membership is specified in the subsection)

Member terms are three years in duration.

The WAC shall make recommendations to the commissioner regarding waterworks and water supply policies, procedures, and programs of the division.

Background

The last know charter is dated November 19, 1992

Considered at the Thursday, January 26, 2017 meeting

The discussion centered around updating the 1992 Charter, covering the same general tasks: policy, regulations, recommendations, and an annual report [to the commissioner]

Background - Jan 2017 Meeting (cont.)

Limiting membership to two consecutive terms;

Addressing the lack of attendance at WAC meetings;

- May another person attend to represent the member organization?

Setting a one year term for the Vice-Chair;

Submitting an annual report in June-July;

- Provide advice, not instruction, to the commissioner

Having WAC members choose the Chair from the membership (amend Regulations)

Draft Bylaws - Objectives

Present draft Bylaws today

- Consider details to address concerns from January 2017
- Revise based on input from the Advisory Committee

Future meeting - Adopt Bylaws

- Re-establish membership

Amend Waterworks Regulations and revise Bylaws

Draft Bylaws

Membership - 13 appointed and two ex officio members

- Office of Drinking Water, not Office of Water Programs and Division of Water Supply Engineering
- Limit: two terms?

Election of Vice Chairperson to serve a one-year term

- No more than 3 successive terms

VDH to provide secretary

Draft Bylaws

Attendance and Removal

- Attend two-thirds of the scheduled meetings during the member's three-year term
- Appointed members may resign
- Appointed members may be removed by the commissioner or a majority vote of the Advisory Committee and concurrence of the commissioner
- Leaving the position with the entity that the member is appointed to represent

Draft Bylaws

Meetings

- Quarterly on the third Wednesday of February, May, August, and November
- Meetings will be open to the public, but participation is limited to the discretion of the Chairperson

Special Meetings

- Subject to the requirements in the Virginia Freedom of Information Act

Draft Bylaws

General Tasks (no change from 1992 Charter)

- Identify public policy trends
- Review regulatory programs that impact waterworks
- Recommend statutory and regulatory changes to the commissioner
- Prepare a work plan and a written report each year which identify issues and recommended actions for the commissioner's consideration

Proposed Amendments to the WW Regs

12VAC5-590-45 A.

- WAC formed by the commissioner to provide peer review of the regulatory, policy, and legislative aspects of the department's authorities
- Industry professionals / experts in the fields of water treatment technologies, public health, water quality, economics, environmental science, public utilities, community development, or industry regulations
- Minimum of nine (9) persons

Proposed Amendments to the WW Regs

12VAC5-590-45 B. through F.

- Convene at least quarterly
- Three year term
- The commissioner may reappoint to consecutive terms
- Members serve at the pleasure of the commissioner
- Commissioner appoints the chair

**BYLAWS
OF
THE WATERWORKS ADVISORY COMMITTEE**

ARTICLE I – NAME

This Committee shall be known as the “Waterworks Advisory Committee.”

ARTICLE II – PURPOSE

This Committee is established by the State Health Commissioner (“Commissioner”) pursuant to Section 12VAC5-590-40 of the Waterworks Regulations. The purpose of this Committee is to make recommendations to the Commissioner regarding waterworks and water supply policies, procedures, and programs of the Virginia Department of Health’s Office of Drinking Water.

ARTICLE III – COMMITTEE MEMBERSHIP

The Advisory Committee shall consist of thirteen (13) appointed members and [two] ex officio representing the following entities:

- (1) Member of the Virginia Section American Water Works Association
- (1) Member of the Virginia Society of Professional Engineers
- (1) Member of the Virginia Water Well Association, Inc.
- (1) Member of the Consulting Engineers Council
- (1) Water treatment plant operator having a valid license of the highest classification in waterworks issued by the State Board for Waterworks and Wastewater Works Operators [and Onsite Sewage System Professionals]
- (1) Faculty member of a state university or college whose principal field of teaching is Environmental Engineering
- (1) Community waterworks owner
- (1) Nontransient noncommunity (NTNC) representative
- (1) Representative from Virginia Rural Water Association
- (1) Representative from Virginia Water Projects, Inc.
- (1) Representative from the Virginia Municipal League
- (1) Representative from the Virginia Association of Counties
- (1) Citizen representative

Ex officio members shall consist of the Director, Office of Drinking Water, who shall act as chairperson; and Director, Division of Consolidated Laboratory Services or their designees.

The Advisory Committee may establish one or more subcommittees to assist in performing its tasks.

ARTICLE IV – QUALIFICATION TO SERVE

Membership on the Advisory Committee shall be by appointment by the Commissioner.

ARTICLE V – TERM OF APPOINTMENT

All terms shall be for a period of three years. A member in good standing may, upon recommendation, be re-appointed for an additional term. **There is no limit on the number of additional terms.** Except when filling vacancies, appointments shall be made in the months of December or January to be effective with the first regular meeting of the new year.

ARTICLE VI – OFFICERS AND DIRECTORS

The Director of the Office of Drinking Water shall act as chairperson for the Advisory Committee. The Advisory Committee shall elect from the appointed members a Vice Chairperson to serve for a term of one year. The Vice Chairperson shall be limited to three successive one-year term limits. The Vice Chairperson shall be elected by a majority vote of at least a quorum of the Advisory Committee members present. A staff member from the Office of Drinking Water who is not a member of the Advisory Committee will serve as Secretary.

The Chairperson shall preside at all meetings except that in his/her absence, the Vice Chairperson shall preside. The Secretary shall be responsible for recording the actions of the Advisory Committee and posting an agenda prior to each meeting. Minutes of the meetings shall be approved by the majority vote of the Advisory Committee at the subsequent meeting. No other officers and Directors shall be appointed, except that the Chairperson may from time to time appoint members to head subcommittees.

ARTICLE VII – REMOVAL

Any appointed member of the Advisory Committee may resign, be removed at any time by the Commissioner, or be removed by majority vote of the Committee and the concurrence of the Commissioner. A member may be removed for failure to attend two-thirds (66 percent) of the scheduled meetings during the member's three-year term, actions not consistent with the Public Water Supplies Law, or changes in employment which remove the person from his/her position with the entity he/she was appointed to represent.

ARTICLE VIII – VACANCIES

Any vacancy occurring on the Advisory Committee shall be filled as soon as practical by appointment by the Commissioner. Should a list of candidates for the position be unavailable, the Commissioner may appoint a person to fill the vacancy based on a recommendation by the remaining Advisory Committee members and consistent with Article III of these bylaws. The term of such appointment shall be for three years.

ARTICLE IX – COMPENSATION

Members of the Advisory Committee and any subcommittee members shall serve without compensation. Nothing contained in this section shall be construed to prevent any sponsoring organization from compensating their representative for salary, expenses, or other compensation considered as a condition of their employment.

ARTICLE X – MEETINGS

Regular meetings of the Advisory Committee shall be held quarterly within the Commonwealth at a time and place selected by majority vote of members present. Unless suspended by the Chairperson, the regular meetings will be held on the third **Wednesday** ~~Thursday~~ of February, May, August, and November unless that day is a State or Federal holiday. In such cases, the meeting shall be the next regular workday or a day agreed upon by the majority of the Advisory Committee. If a scheduled meeting is cancelled due to weather or other reasons, the meeting may be rescheduled or combined with the next regularly scheduled meeting. Meetings of the Advisory Committee shall be open to the public; however, those attending that are not members or have not been called by the Committee shall be allowed to speak only at the discretion of the Chairperson.

The rules contained in the current edition of Robert's Rules of Order shall govern the Advisory Committee in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules the Committee may adopt and any statutes applicable to the Committee.

ARTICLE XI – SPECIAL MEETINGS

The Commissioner or the Chairperson may upon notice to the Committee members call special meetings of the Advisory Committee. Such notice shall be as far in advance as practical, but not less than three working days. Such meetings may be held at a time and place established by the notice. Special meetings may be by conference call or by other telecommunications means approved by the Committee, subject to the requirements in the Virginia Freedom of Information Act, Code of Virginia §§ 2.2-3700 through 2.2-3714..

ARTICLE XII – ATTENDANCE

The Secretary shall maintain a record of those members in attendance at each meeting of the Advisory Committee. **To remain in good standing, a member must attend two-thirds (66 percent) of all meetings conducted during the member's three-year term.**

ARTICLE XIII – AMENDMENTS

These bylaws may be amended by a two-thirds (2/3) majority vote of the members of the Advisory Committee present at any regular meeting, if such amendment is first read and

approved by a two-thirds (2/3) vote of the members present at the prior regular meeting of the Committee.

ARTICLE XIV – QUORUM

At any meeting of the Advisory Committee, nine members present shall constitute a quorum for the transaction of business. Actions by a quorum shall be deemed to represent the actions of the entire Advisory Committee.

ARTICLE XV – GENERAL TASKS

The Advisory Committee shall be responsible for identifying public policy trends relating to waterworks which are likely to have significant impacts upon state and local efforts to provide an affordable, safe and high-quality supply of water to all citizens of the Commonwealth.

The Advisory Committee will review regulatory programs administered by different state and federal agencies that impact the ability of local waterworks to provide an affordable, safe and high quality supply of drinking water.

The Advisory Committee shall consider, discuss and recommend to the Commissioner any regulatory or statutory changes that may be needed to improve the ability of local waterworks to provide water to all citizens of the Commonwealth.

In addition, the Advisory Committee shall prepare a specific work plan with goals and objectives for adoption at the September meeting each year. No later than June 1 of each year, the Committee shall prepare and submit to the Commissioner of Health, a written report. The written report shall identify issues and recommend actions for the Commissioner's consideration.

Approved by the Waterworks Advisory Committee on the ____ day of _____, 2019.