



May 29, 2013

Memorandum #2013-71

**TO: Directors of Utilities Committee
Health Directors
Emergency Mangers**

BY: Whitney Katchmark, Principal Water Resources Engineer

**RE: Committee Meeting - June 5, 2013
RSVP - June 4, 2013**

To enhance coordination and information sharing and to support preparations for hurricane season, a joint meeting of the HRPDC Directors of Utilities Committee, Health Directors, and Emergency Managers will be held on **June 5, 2013** in the **HRPDC Regional Board Room, 723 Woodlake Drive, Chesapeake**. The agenda and related materials are attached. The meeting schedule is as follows:

12:30 p.m. Lunch (provided)

1:00 p.m. Meeting

Please RSVP by June 4, 2013 so we may make appropriate logistical arrangements. If you have any questions or need further information, please do not hesitate to contact me.

TS/jc

Attachments

Directors of Utilities Committee:

Daniel G. Clayton III, WM
Scott Dewhirst, NN
Sonja Eubank, SM
Bryan Foster, PO
Larry Foster, JCSA
H. Reed Fowler II, NN
Tyrone W. Franklin, SY
Edward G. Henifin, HRSD
Bill Hopkins, SM
John Hudgins, YK
Julien Johnson, SH
Thomas M. Leahy III, VB
Kristen M. Lentz, NO
William J. Meyer, CH

Jason Mitchell, HA
Albert Moor II, SU
Russell Pace, FR
Brian Ramaley, NN
Anthony Reyes, HA
Martin Schlesinger, GL
Everett Skipper, NN
Bob Speechly, PQ
Michael Stallings, WN
Peter M. Stephenson, SM
Erin Trimyer, PO
Brian K. Woodward, YK
Edwin P. Wrightson, IW

Health Directors:

John Aulbach, VDH
Harry Bennett, VDH
S. William Berg, MPH, VDH
David Chang, VDH
Ana Colon, VDH
Jay Duell, VDH
David Fridley, VDH
Jeffery Goodchild, VDH
Alton Hart, VDH

Clifton D. Horne, VDH
Daniel B. Horne, VDH
Heidi Kulberg, VDH
Demetria Lindsay, VDH
Amy Pemberton, VDH
John Schellenberg, VDH
Carol Smith, VDH
Nzinga Teule-Hekima, VDH
Nancy Welch, VDH

Regional Emergency Management Technical Advisory Committee (REMTAC):

Tamara B. Arthur, SY
T. Stewart Baker, VDEM
Mark Carr, FR
Rusty Chase, IW
Steven Cover, VB
Pat Dent, WM
Edmund Elliot, CH
Tyrone W. Franklin, SY
Andrea Gayer, HRPDC
Kate Hale, JC

Robert Holloway, PQ
Ken Jones, NN
James Judkins, SU
Stephen Kopczynski, YK
Creig, Moore, GL
Jim Redick, NO
J.B. Stutts, SH
Wallace Twigg, VDEM
Hui-Shan Walker, HA

Capacity Team:

Edward G. Henifin, HRSD
Phil Hubbard, HRSD
Stephen K. Land, NN
Kristen M. Lentz, NO
Melissa Lindgren, IW
William J. Meyer, CH
Stephen T. Motley, VB
Nick Nagurney, VB
Richard Nettleton, VB

Ralph Patterson, WM
Danny Poe, JC
Richard Stahr, Brown and Caldwell
Eric Tucker, NO
Kenneth Turner, NO
Rick Underhill, Greeley-Hansen
Stephen Williams, NN
Frank Wilson, PO
Craig Ziesemer, SU

REMTAC Alternate:

Cliff Bowen, PQ
Robb Braidwood, CH
Mike Bryant, PQ
Spence Campbell, PO
Anthony Castillo, NO
Patricia Chappell, VDEM
Andrea Clontz, IW
George Glazner, CH
Vince Holt, FR
James Humphrey, WM
Michael W. Johnson, SH
Ervin Jones, SY

Directors of Utilities Copy:

Lynn Allsbrook, HA
Joseph Durant, NN
Frank Haltom, IW
Stephen Land, NN
Bob Montague, VB
David Morris, NN
Richard Nettleton, VB

REMTAC Copy:

Stephen R. Best, RCPT
Donna Brehm, CRA
Martha Burns, CH
Michael Cline, VDEM
Mark Cox, CRA
Robert Engle, VDH
William Ginnow, MMRS
Tracy Hanger, HA
Bill Hoddinott, PO
Mark Junghans

Beth Lewis, SH
Paul Long, YK
Tal Luton, JC
Scott Mahone, NO
Mark Marchbank, VB
Doreen McAndrews, NN
Richard Parker, GL
Gwen Pointer, HA
Steven Pyle, NN
Sara Ruch, HA
Brian Spicer, SU
Erin Sutton, VB

Ellen Roberts, PQ
Kenneth Sims, WN
Stephen Watson, FR
Shannon M. White, NO
Sherry D. Wright, NN
Craig Ziesemer, SU

John Kuplinski, VPRJ
Ruth Reich, Navy
Robert Ryalls, JC
Judith Shuck, MMRS
Roger D. Tomlinson, Coast Guard
Patrick Twiss, DHS
Latoya Vaughn, NO
Pamela Wakefield, Red Cross
Tim Winstanley, MMRS

**JOINT MEETING OF
DIRECTORS OF UTILITIES COMMITTEE
DIRECTORS OF HEALTH
REGIONAL EMERGENCY MANAGEMENT TECHNICAL ADVISORY COMMITTEE
AGENDA
June 5, 2013
HRPDC
1:00 P.M.**

LUNCH (12:30)

1. Summary of the May 1, 2013 Meeting of the Directors of Utilities Committee

The summary of the May 1, 2013 meeting of the Directors of Utilities Committee is attached for the Committee's review and approval.

Attachments:

- 1A May 1, 2013 Meeting Summary
- 1B May 1, 2013 Meeting Sign-in Sheet
- 1C Comment Summary, Water and Wastewater Rate Structures Project
- 1D Staff Update, Groundwater Levels
- 1E Resolution of Appreciation to Brian Ramaley

ACTION: Approve the meeting summary.

2. Summary of December 5, 2012 Joint Meeting of the Directors of Utilities Committee and Directors of Health

The summary of the December 5, 2012 joint meeting of the Directors of Utilities Committee and the Health Directors is attached for the Committee's review and approval.

Attachments:

- 2A December 5, 2012 Meeting Summary
- 2B December 5, 2012 Meeting Sign-in Sheet
- 2C Regulatory Update, Mr. Daniel Horne, VDH Office of Drinking Water
- 2D Presentation Slides - Hampton Roads Water Quality Response Plan, Whitney Katchmark, HRPDC
- 2E Presentation Slides - Chesapeake Bay TMDL: Credit for Sewer Improvements, Whitney Katchmark, HRPDC

ACTION: Approve the meeting summary.

3. Ready Hampton Roads

In 2012, the HRPDC staff, the Regional Emergency Management Technical Advisory Committee, and the Citizen Corps Committee completed the ReadyHamptonRoads.org website. In addition to public resources, ReadyHamptonRoads.org supports login access for emergency management practitioners, a secure file library for regional documents and plans, and a regional calendar for coordinating training, exercise, and meeting activities.

The [Hampton Roads Water and Wastewater Systems Emergency Preparedness and Response Regional Improvement Plan](#) (December 2012) includes initiatives to leverage existing HRPDC committee structures and communication tools to improve utility relationships with Emergency Managers, and other entities. Utilities have also expressed interest in participating in functional exercises.

HRPDC staff will provide a briefing on the program, and the group will discuss opportunities for utilization of the file library and regional calendar. The group will also consider scheduling an annual meeting of the Utility Directors, Health Directors, and Emergency Managers.

Attachment:

- 3 Executive Summary, *Hampton Roads Water and Wastewater Systems Emergency Preparedness and Response Regional Improvement Plan*

ACTION: Per discussion.

4. Hampton Roads Incident Management Team

Using Urban Area Security Initiative (UASI) Grant funds, the region developed an All-Hazards Incident Management Team (IMT) to support major incidents and events. The goal is for HRIMT to have public works, water, and wastewater expertise to complement police, fire, and emergency management capabilities.

The Hampton Roads IMT will provide an overview of the program. The group will discuss membership needs and participation.

ACTION: Per discussion.

5. Hampton Roads Water Quality Response Plan

At the December 5, 2012 joint meeting of the Directors of Utilities Committee and Health Directors, the group agreed to update the Hampton Roads Water Quality Response Plan. HRPDC staff revised the document as directed; no further comments or suggestions for revisions were received. HRPDC staff will provide an overview of the 2013 plan update and present the document for approval by the Directors of Utilities Committee and Health Directors.

The group will discuss incorporating an exercise of the Water Quality Response Plan into the Regional Catastrophic Planning Team's two year exercise schedule.

- ACTION:** (a) Approve the 2013 Update of the Hampton Roads Water Quality Response Plan.
(b) Decide whether to pursue an exercise of the Plan through the Regional Catastrophic Planning Team.

6. Regulatory Update

VDH Office of Drinking Water will provide an update on regulatory issues.

ACTION: Per discussion.

7. Roundtable Discussion

The Utility Directors, Health Directors, and Emergency Managers will have an opportunity to discuss matters of mutual interest.

ACTION: Per discussion.

BREAK (5 minutes)

At this time the joint meeting of Utility Directors, Health Directors, and Emergency Managers will conclude. When the meeting reconvenes, topics pertaining to the Utility Directors will be discussed. Health Directors and Emergency Managers are invited to stay if they wish.

8. askHRgreen.org Trailer Hosting

HRPDC staff will review the responsibilities associated with hosting the askHRgreen.org trailer and confirm the utility volunteer host for FY 14.

ACTION: Determine host utility for FY 14.

9. Regional Sanitary Sewer System Asset Consolidation Study

The Committee will receive a briefing on the results of the comparative analysis, which contrasts the regional and non-regional requirements for capacity enhancements. This economic analysis is being incorporated into the Regional Sanitary Sewer System Asset Consolidation Study.

ACTION: Per discussion.

10. Other Business