



**Alameda County
Environmental
Health Department**

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Onsite Wastewater Treatment Systems Commission

Thursday, January 24, 2019

Meeting Agenda

Time: 6:00 pm
Location: Castro Valley Library
Community Meeting Room
3600 Norbridge Avenue
Castro Valley, CA 94546

1. **Call to order and Pledge of Allegiance** – called to order at 6:14pm by Marcos Gandara.
2. **Roll call**

Commissioners

Marcos Gandara, Chair
Paul Hodges, Vice Chair
Connie De Grange
Jacqueline Sommers
Vince Barletta
Dale Silva

3. **Welcome from the Chair**
 - a. **Chair advises that those who wish to speak please fill out a Speaker Card, you will have 3 minutes, please complete the card and return to staff.**
4. **Public comment on issues not on the agenda**
 - a. **If you wish to speak on a subject not on today's agenda, please do. The Commission will consider putting the subject on the agenda of the next meeting.**
5. **Update by Commissioner Jacqueline Sommers to Commission of teleconference with Supervisor Scott Haggerty (Dist 1) on 10/5/18** – Jacqueline discusses her teleconference with Shawn Wilson. There is a vacant seat for District 1 on OWTS Commission. Financial assistance for low income homeowners was discussed. PACE and Hero funding was discussed. Clean Water State Revolving Fund was discussed.

6. OWTS Commission web page update – Teena informs the commission that the OWTS Commission page update is currently in progress and estimated to be implemented in a month.

7. Status on developing process for OWTS Commission review of variances, process for OWTS to review appeals and make recommendations to the Board of Supervisors. – Dilan Roe provides PowerPoint presentation for Variances and Appeals process with ACDEH. This presentation also covers items 8 – 15.

8. OWTS Program Organizational Chart and Structure – Dilan discusses the org chart for the OWTS Program.

9. Status on development and roll out of program and training

- a. Registration for OWTS Service Providers
- b. Registration for Septage Pumpers

10. Status on development and roll out of Permit Programs

- a. Installation Permits
- b. Repair/Modification Permits
- c. Abandonment Permits
- d. Operating Permits
- e. Special Permits for Portable Toilets or Waterless Toilets
- f. Qualifying Public Agency Permits

11. Status on development and roll out of Tools to facilitate design and installation

- a. Checklists
- b. GIS Database
- c. Tank watertightness

12. Status on development and roll out of Training

- a. Staff
- b. Commissioners
- c. Planning and Building Department

13. Status on development and roll out of Fact Sheets for Applicants

- a. New website
- b. Deed Restriction Fact Sheet
- c. PACE and HERO funding

14. Focus Areas Update

- a. Sunol Feasibility Study
- b. City of Oakland STEP System

15. Program Approval Statistics

- a. **Current project queue time**
- b. **Average initial plan review time and typical number of resubmissions**

16. Adjournment – Meeting adjourned at 8:00pm