



# Climate Ready Water Utilities Working Group

## Kick-Off Call Summary

November 23, 2009

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### Welcome, Overview, and Introductions

- Lauren Wisnewski, EPA's Designated Federal Official for this process, opened the call.
- Rob Greenwood, Ross & Associates/ Lead Facilitator for this process, provided an overview of the project and ground rules and goals for the call.
- Duane Smith, the National Drinking Water Advisory Council (NDWAC) Co-Chair of the Climate Ready Water Utilities (CRWU) Working Group, was unable to participate in the call. Mr. Greenwood welcomed everyone on Mr. Smith's behalf, and outlined the process for selecting the second Co-Chair.
  - Ross & Associates will be accepting nominations for the second Co-Chair position starting after the call, through Wednesday, December 2. Working group members can self-nominate or nominate each other. *Note that based on a Working Group member request after the call, the nomination period was extended through Monday, December 7.*
  - The second Co-Chair will be chosen from the final list of nominations by Working Group members via an anonymous preference survey distributed the week of December 7.
- Working Group Members and Federal Partners provided brief, individual introductions.

### Review and Finalization of the Charter and Ground Rules

Mr. Greenwood provided an overview of the draft Charter and Ground Rules document, distributed to Working Group members for review prior to the call. Following are highlights from the discussion:

- Comments on the Charge: An important aspect is the nature of how research is conducted and funded and what it focuses on, and therefore the water sector should help to shape the research agenda. In addition, the Working Group and EPA should consider how the current regulatory environment might support or hinder the development or evolution of a climate ready utility.
  - Both items fit within the scope of the Working Group's deliberations and do not necessitate modifications to the text of the Charge. Under the interpretation of the Charge, which was given to the Working Group by the NDWAC, the Working Group will strive to ensure it stays relevant to needs of the sector.
- Item Number 2 under "Communications" will be amended to include communication with Working Group members' staff.
- EPA will provide the Working Group with a link to the list of NDWAC members.

With the one revision mentioned above, all Working Group members on the call agreed to the Charter and Ground Rules. Once Ross & Associates checks-in with the two Working Group members not present on the call, they will finalize the Charter and Ground Rules document. Ross & Associates will also include the final document in the upcoming meeting packet so that all Working Group members have a copy.

## Review Project Roadmap and Proposed Schedule

Athena Bertolino of Ross & Associates provided an overview of the Project Roadmap and proposed meeting schedule, distributed to Working Group members for review prior to the call. The purpose of the Road Map is to lay out an approach for sequencing discussions and ensure all topics included in Working Group's charge are covered during the meetings. As the Project Roadmap is an adaptive plan that could evolve and be adjusted to match the direction of the Working Group's deliberations at each meeting, Working Group members were not asked to provide consensus agreement on the document.

## Planning for Meeting #1

Mr. Greenwood provided an overview of the draft December meeting agenda. Ross & Associates will distribute the final agenda and accompanying meeting materials after the call.

- The meeting will follow the general process of background presentations and introduction of topics on the first day, overnight work by the facilitation team to synthesize the first day's discussions, and more in-depth discussion and identification of next steps on the second day.
- Working Group members should send recommendations for expert presenters whom they feel may help moving Working Group discussions forward to Ross & Associates. Ross & Associates will then work with EPA to slot the presenters into the most appropriate meeting agenda.
  - Expert presenters could cover a broad range of topics including, but not limited to, people using modeling tools/ downscaling, people who are very familiar with other programs that are active and relevant, people who have looked into incentives for encouraging behavior, or climate scientists.
  - Ideas for presenters at Meeting #2 will be discussed at Meeting #1.

## Public Comments and Closing

- There were no public comments. Written comments are welcome throughout the process and should be sent to Ms. Wisnewski. In addition, all face-to-face meetings will include time for public comment.
- Ms. Wisnewski adjourned the call at 5:00pm Eastern Time.

## Attendees

Working Group Members		Federal Partners
Katherine Baer	Sri Rangarajan	Veronica Blette
George Crombie	Steve Schmitt	Geoff Bonnin
Pat Davis	Lisa Sparrow	Joan Brunkard
Paul Fleming	Marcia St. Martin	Kim Fox
Cindy Forbes	Michael Wallis	James Goodrich
Gregory McKnight	Rebecca Weidman	Mike McGeehin
Olga Morales-Sanchez	Rebecca West	David Travers
Pat Mulroy	Paul Whittemore	Phil Zahreddine
Tony Quintanilla	Doug Yoder	