

From: [Shekter Smith, Liane \(DEQ\)](#)
 To: [Devereaux, Tracy Jo \(DEQ\)](#)
 Subject: RE: Manager Meeting Bullets
 Date: Thursday, July 16, 2015 1:25:00 PM

Looks like it only went to Kalamazoo and GR. Maybe we use that as the official record.

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 Office of Drinking Water and Municipal Assistance
 Michigan Department of Environmental Quality
 517-284-6543

From: Devereaux, Tracy Jo (DEQ)
 Sent: Thursday, July 16, 2015 1:23 PM
 To: Shekter Smith, Liane (DEQ)
 Subject: FW: Manager Meeting Bullets

Since this update went out to Amy's staff, am I copying and pasting this into our manager meeting minutes or are we skipping them this month....need some direction on this one. I had asked for people to send me any notes they took but this went out instead.

Thanks,
Tracy Jo

From: Lachance, Amy (DEQ)
 Sent: Wednesday, July 15, 2015 3:31 PM
 To: Bishop, Heather (DEQ); Chooi, Wood (DEQ); Dehtiar, Luke (DEQ); Einhardt, Nancy (DEQ); Esparsa, Brian (DEQ); Klein, Jeremy (DEQ); Ostrander, Debbie (DEQ); Reyes, Katelyn (DEQ); Sarkipato, Ernest (DEQ); Walstrom, Kimberly (DEQ); Wozniak, Gary (DEQ)
 Cc: Devereaux, Tracy Jo (DEQ); Kreiger, Carolyn (DEQ); Weaver, Cynthia (DEQ)
 Subject: Manager Meeting Bullets

A couple things from my meeting on Monday:

- EPA has proposed the next round draft targets (metrics) for things like percentage of systems in compliance with drinking water standards, percentage of surveys completed within three years, etc. These are the same metrics we have had before, with some slight adjustments to the target numbers. Reports will be run soon to check our compliance with these targets. One target that we are close on is the percentage of systems with source water protection – keep cranking out those source water assessments as you are completing surveys, please! Also, engineers please run your permit database report and check your average days to issuance numbers – there are some outliers in there that maybe just need to be cleaned up. And some empty entries that may need to be deleted.

- Field Operations Section needs to produce a ~40 minute presentation for the In-Service day in August. Any ideas? We are going to try to keep it light and interesting, as well as informative. It

should portray all state-wide functionality, but still be fun. Kind of like “News from the Field” but not just about engineering projects. Anyone want to work on this with me?

-The Classification of Public Water Supplies Policy is being revised to fine-tune the definition of seasonal systems in anticipation of the RTCR. It may also contain some clarifications. A draft will be sent out to all for review.

-RRD has some training sessions coming up in October that will include their new approach to institutional controls involving county ordinances. Liane is going to try to make sure that the local health departments are aware of these changes ahead of time.

-Lansing will be drafting a letter to all MHC's regarding their upcoming requirements for cross connection programs. Drafts will be due to us in October/November so that the plans can be approved and in place by 1/1/16. They will include a box where we can just sign, date and approve, then send back the original to them rather than writing an approval letter. These letters will likely be prepared centrally with Debbie's signature, although we will see the draft.

-Along those lines, we may ask for stamps that say “Reviewed and Approved By: & Date: ” so that we can do more of that with submittals instead of approval letters. This saves confusion later when the approval letter gets separated from the original plan in the file and you aren't sure which version was approved. **Do we have one of these already in either office?** (If I bold it, you might read this part!)

-Debbie is also working on a merge letter to send to all MHC's, detailing their compliance status. DLARA has required all MHC's to submit these letters to them prior to their mass relicensing this fall. These letters will pull from the last survey done at the MHC but we will have an opportunity to override the form letter if we have a health-related reason to hold up their license. We may also have the option of modifying the letter to state that if they don't come into compliance with a more minor item, we will recommend against relicensing the next cycle. The drafts will be coming to us around the end of July and going out to the MHC's by the end of August, so tell folks to sit tight if you get questions about it.

-We didn't get to the agenda item on engineering plans and HP Trim, but I will be following up on this.

-AWWA and ODWMA just finalized their mutual aid agreement for this year, and solicitations for the annual section meeting in Sault St. Marie (9/16-18/15) will be out soon. There are 20 slots available.

-We had an overview on Labor Relations from Dale Lehman.

-Kate (Lundquist) Jannereth was announced to be going to another division but now she is staying although her duties may change.

-There is an on-going internal audit taking place in Lansing. It is possible that they may want to look at some district files.