

**Florida Department of Health Research Review and Advisory Committee  
Division of Disease Control and Health Protection  
Bureau of Environmental Health - Onsite Sewage Programs Section**

Draft Minutes of the Meeting held at the Southwood Office Complex, Tallahassee, FL  
August 29, 2013

**In attendance:**

- **Committee Members and Alternates:**

- In person:**

- Carl Ludecke (vice-chairman, member, Home Building Industry)
    - Bill Melton (member, Consumer)
    - Eanix Poole (alternate, Consumer)

- Via teleconference:**

- Quentin (Bob) Beitel (alternate, Real Estate Profession)
    - Wayne (W.B.) Crotty (member, Septic Tank Industry)
    - Paul Davis (member, Bureau of Environmental Health)
    - Craig Diamond (member, Environmental Interest Group)
    - Bob Himschoot (alternate, Septic Tank Industry)
    - Jim Peters (alternate, Professional Engineer)
    - John Schert (member, State University System)
    - Clay Tappan (chairman, member, Professional Engineer)

- Absent members and alternates:**

- Taylor Brown (alternate, Bureau of Environmental Health)
    - Ed Dion (alternate, Home Building Industry)
    - John Dryden (alternate, State University System)
    - Nancy Gallinaro (alternate, Local Government)
    - Tom Higginbotham (alternate, Bureau of Environmental Health)
    - Geoff Luebkekmann (member, Restaurant Industry)
    - Tony Macaluso (alternate, Real Estate Profession)
    - Susan McKinley (alternate, Restaurant Industry)
    - David Richardson (member, Local Government)

- **Visitors:**

- In person:**

- Anthony Gaudio (Sustainable Tallahassee, Wakulla Springs Alliance)
    - Bruce Ritchie (Florida Current)

- Via teleconference:**

- Damann Anderson (Hazen and Sawyer)
    - Alice Berkley (Orange County Commissioner Brummer's office)
    - Melissa Brock
    - Daniel Dooley (DOH)
    - Rick Hicks (DEP)
    - Keith Lawhon (DOH)
    - Sarah Malone
    - Don Steel
    - Pam Tucker

- **Department of Health (DOH), Onsite Sewage Program Section:**

- In person:**

- Gerald Briggs, Environmental Administrator
    - Eberhard Roeder, Professional Engineer
    - Elke Ursin, Environmental Health Program Consultant

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- 1. Introductions** – Eight out of ten groups were present, representing a quorum. The groups that were not represented were Local Governments and the Restaurant Industry. Vice-chairman Ludecke called the meeting to order shortly after 9:30 a.m. The agenda was outlined, introductions were made, and some housekeeping issues were discussed. Since the last meeting Quentin Beitel was reappointed and reassigned as the primary member for the real estate industry and Tony Macaluso was appointed the alternate. Clay Tappan was reappointed as the primary member representing professional engineers, with James Peters reappointed as the alternate. Carl Ludecke was reappointed as the primary member and Ed Dion was appointed as the alternate replacing Kriss Kaye.
- 2. Review of previous meeting minutes** – The minutes of the December 11, 2012 meeting were reviewed.

**Motion by Quentin Beitel, seconded by Bill Melton, to approve the minutes as submitted. All were in favor and none opposed and the motion passed unanimously.**

- 3. Nitrogen Study Update** – Elke Ursin provided an update on the status of the study. The legislative status report on Phase II and Phase III of the nitrogen reduction strategies study was submitted on February 2013. She provided a summary of the project while going through a recently submitted progress report. Communication on the project has improved by having monthly conference calls between the provider, subcontractors, and FDOH. A draft report has been submitted for review, which has been posted on the website, summarizing the Passive Nitrogen Reduction Study Phase II test facility. The field installation component of the project is progressing as well. Three passive systems were installed in Seminole County in June 2013. Sampling has been completed for the Wakulla County field system. The Hillsborough County system is continuing to be monitored. The soil and groundwater sampling component of the project is also progressing, and is almost complete for the test and field sites. The nitrogen fate and transport modeling component of the project is also progressing with work being done on the simple soil tool, the complex soil model, and the aquifer model.

Public education on the study is continually being done. Elke Ursin provided a brief overview of the study to the Wakulla Basin Management Action Plan Technical Meeting and to the Santa Fe River Springs Working Group. Josefin Hirst with Hazen and Sawyer presented to the Florida Environmental Health Association's Treasure Coast District's annual OSTDS training in Stuart, Florida.

Future RRAC meeting topics include a discussion on the draft Passive Nitrogen Reduction Strategies Phase II report. A discussion on which dates would be preferred for the next meeting was discussed.

- 4. Discussion on the Draft Final Report for EPA Non-Point Source Pollution Grant on the Performance and Management of Advanced OSTDS in Florida** – Elke Ursin provided an overview of the overall project goals and the tasks involved. General information and statistics on advanced systems (such as aerobic treatment units and performance-based treatment systems) was presented. Details on the project results relating to user group perceptions, accuracy of paperwork, system field evaluation results, sampling results, and system operation results were

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given. A list of best management practices were presented as well as recommendations for further study. Elke Ursin outlined the next steps for the project. Comments on the draft final project report should be submitted by September 6, 2013. RRAC members and alternates discussed and commented on the report throughout the presentation. Jim Peters said that this was a very well done report that shows the real world performance of these systems. He said that the BMPs were spot on and gives insight to local and state government as well as homeowners. He said that this report points out the importance of passive nitrogen reducing systems. Eanix Poole said that this is the best report he's seen dealing with advanced systems. The public was also allowed to comment. Anthony Gaudio wanted to compliment the investigators on a job well done. He said that this is an example of when the government does a study there is a high value for the dollar spent. He said that it is important to follow-through with enforcement issues and make sure systems work. Gerald Briggs stated that maintenance and oversight of these systems is essential for proper functioning of these systems.

**Motion by Quentin Beitel, seconded by Craig Diamond, that there is consensus on the report once comments brought up by the RRAC are included. A final revised draft will be sent to the committee and committee members can respond with any concerns and/or a recommendation for approval. All were in favor and none opposed and the motion passed unanimously.**

Public education on the study includes publishing articles and giving presentations. An article on the database and summary statistics portions of the project have been submitted to publications such as the Florida Onsite Wastewater Association and Florida Environmental Health Association publications. Eberhard Roeder presented at the 2013 Florida Water Resources Conference. Also, Elke Ursin has been invited to present on this project at the National Onsite Wastewater Recycling Association in Nashville, Tennessee in November.

5. **Onsite Sewage Research Program Budget** – The budget for fiscal year 2012-2013 was shown outlining the beginning cash balance (\$452,000), the total revenue (\$67,000), the total expenditures (\$232,000), and the ending cash balance (\$287,000). The proposed revenue and expenditures for fiscal year 2013-2014 was shown.
6. **Updates on Other Projects**
  - a) **Florida Wastewater Inventory** – Elke Ursin presented on progress that has happened regarding the proposed project to continue the wastewater inventory. Staff pursued funding through the Public Health and Emergency Preparedness Cooperative Agreement and received letters of support from Florida DEP Division of Water Resource Management, Palm Beach County's Department of Environmental Resources Management, the Florida Environmental Health Association, and the RRAC. The project was rated as a high priority and has received partial funding for expense funds (\$3,000) with the remaining funds pending (up to \$95,000). Staff anticipates hearing in October or November whether funding has been allocated.

In May and June of 2013 staff worked with a company to develop a web application which allows interested parties to view and edit parcel specific water and wastewater attributes.

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Once this is complete, this will be the first Florida DOH mapping application that has editing capabilities.

- b) Other Projects** – Staff assisted with development of a grant proposal to assess and manage risks associated with private drinking water wells and develop public health messaging. There is a possibility for this project to tie in with the wastewater inventory.

- 7. Other Business** – Elke Ursin obtained her Project Management Professional (PMP) certification, which is globally recognized and demonstrates that she has the experience, education, and competency to lead and direct projects.

Staff has been busy mentoring students who have helped with various research projects. Nicole Pritchard, MPH student with Nova Southeastern University has been working on various projects since August of 2012 and an affiliation agreement is being drafted to continue working with MPH students at Nova. Two MPH students with Florida Agricultural and Mechanical University, Trinity Weaver and Keith Hudson, helped with the interviewing portion of the Performance and Management of Advanced OSTDS in Florida project.

Bureau of Environmental Health staff are meeting regularly with staff from the Florida DEP to collaborate and discuss the protection of Florida springs relating to onsite sewage treatment and disposal systems.

- 8. Public Comment** – The public were allowed to comment throughout the meeting.
- 9. Closing Comments, Next Meeting, and Adjournment** – The next RRAC meeting will be determined in the future.