

**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  
October 22, 2013

**In attendance:**

- **Committee Members and Alternates:**

- In person:**

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

- Via teleconference:**

- Quentin (Bob) Beitel (alternate, Real Estate Profession)
    - Taylor Brown (alternate, Division of Environmental Health)
    - Paul Davis (member, Division of Environmental Health)
    - Bob Himschoot (alternate, Septic Tank Industry)
    - Eanix Poole (alternate, Consumer)
    - John Schert (member, State University System)
    - Clay Tappan (chairman, member, Professional Engineer)

- Absent members and alternates:**

- Craig Diamond (member, Environmental Interest Group)
    - Ed Dion (alternate, Home Building Industry)
    - John Dryden (alternate, State University System)
    - Nancy Gallinaro (alternate, Local Government)
    - Tom Higginbotham (alternate, Division of Environmental Health)
    - Ted Kirk (member, Septic Tank Industry)
    - Geoff Luebkekmann (member, Restaurant Industry)
    - Tony Macaluso (alternate, Real Estate Profession)
    - Susan McKinley (alternate, Restaurant Industry)
    - Jim Peters (alternate, Professional Engineer)
    - David Richardson (member, Local Government)

- **Visitors:**

- In person:**

- Damann Anderson (Hazen and Sawyer)
    - Douglas Buck (FHBA)
    - Keith Hetrick (Broad & Cassel)
    - Bruce Ritchie (Florida Current)

- Via teleconference:**

- Alice Berkley (Orange County Commissioner Brummer's office)
    - Greg DeAngelo (DEP)
    - Kim Dinkins (Marian County)
    - Rick Hicks (DEP)
    - Josefin Hirst (Hazen and Sawyer)
    - Kathryn Lowe (Colorado School of Mines)
    - Ron Piasecki
    - Paul Runk (DOH Office of Legislative Planning)
    - Andrea Samson (Coalition of Property Rights)

- **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** – Seven out of ten groups were present, representing a quorum. The groups that were not represented were Local Governments, Environmental Interest group, and the Restaurant Industry. Vice Chairman Ludecke called the meeting to order shortly after 1:30 p.m. The agenda was outlined, introductions were made, and some housekeeping issues were discussed.
  
2. **Nitrogen Study Update** – Elke Ursin started the discussion of a letter sent by Damann Anderson to Clay Tappan requesting a timeline extension for the nitrogen reduction strategies study. Damann Anderson presented on the key points of the letter. The project team is requesting a one year, no cost, time extension and perform a contract amendment to finalize the project scope and budget. The three key issues that impeded project progress is incremental funding, too many deliverables, and having the research direction tied to deliverables that were developed prior to having a work plan. Damann Anderson discussed each of these issues in detail. Based on the evidence he presented, he said that the project cannot be completed under the current contract timeline. Several questions were asked by the RRAC and the public. Rick Hicks with DEP said that the technology is what is needed, and that is needed now. The delay is a concern to them but understands Mr. Anderson's concern. Elke Ursin responded to a question about why DOH was not granting an extension. The contract has a specific end date, and at this point only allows for one six month extension. The legislative language also includes a specific date for when the project is to be complete. Bob Himschoot said that it is important to have a complete report at the end of the project. Paul Runk with DOH's Legislative Planning office said that after speaking with members of the legislature, they want the study done right and do not want an incomplete report. Quentin Beitel encourages everyone to give DOH the support they need to get this done. Clay Tappan asked whether this is something that needs legislative action, and Gerald Briggs stated that this is something that will be discussed with Legislative Planning. Elke Ursin will send an email to update the RRAC on the progress and spending requirements.

**Motion by Bob Himschoot, seconded by Quentin Beitel, that RRAC is in favor of granting a no-cost schedule extension through January 16, 2016 to complete the project as outlined. All were in favor and none opposed and the motion passed unanimously.**

**Motion by Bob Himschoot, seconded by Bill Melton, that RRAC supports appropriation for the remaining cash and budget authority necessary to complete the project. All were in favor and none opposed and the motion passed unanimously.**

3. **Other Business** – No other business was discussed.
  
4. **Public Comment** – The public were allowed to comment throughout the meeting.
  
5. **Closing Comments, Next Meeting, and Adjournment** – The next RRAC meeting will be determined in the future to discuss the draft final report on the grant looking at the performance of advanced systems as well as to have a discussion on the process forward with research priorities. The meeting adjourned at 2:30 p.m.