

WSSC Ad-Hoc Committee on Large-Diameter Water Mains

Oct 9th 2013 Committee Meeting

Meeting Minutes – Amended and Approved

The meeting began at approximately 8:50, with a quorum of 11 committee members.

The following individuals participated in the October 9th committee meeting:

Ad-Hoc Committee

- All members of the Committee participated except:
 - Denise Mitchell
 - Vince Berg

WSSC Staff

- Jerry Johnson, WSSC GM & CEO (Convener of the Ad-Hoc Committee)
- Mark Coughlin, WSSC Project Manager assigned to the Committee

Facilitators

- Ellen Kagen, Indiggo Associates
- Seth Verry, Indiggo Associates

There were also several observers.

Open items: Updates and Closure

The committee had a brief discussion on several process items, including review of the timeline / schedule for the remainder of the process, review of the output from the August 27th meeting, and review and approval of the minutes from the August 27th meeting.

Timeline

The facilitators provided an update on the overall timeline for the Committee's work, noting that there is a limited amount of additional meeting time (24 hours) in the facilitation contract.

Next Steps

- Facilitators to adjust meeting schedule based on feedback

August 27 Meeting Output

The facilitators provided a high-level summary of the detailed output from the August 27 committee meeting.

Next Steps

- Diane Jones will propose revised language one of the items of the output

August 27 Meeting Minutes

The facilitators invited discussion on the August 27th meeting minutes for the sake of their approval. There was no discussion.

Outcome

- All voted to approve the minutes with one abstention, from a Committee member who was not present at the August 27 meeting.

Session on “What We Know” About the Problem

The committee spent the bulk of the morning focused on “what we know” about the problem of large-diameter water main breaks.

Problem Workgroup Working Paper (Document #6)

The Problem Work Group introduced the Working Paper they drafted and summarized their overall key takeaways from their work.

Next Steps

- Facilitator to amend the facilitator's note on Document #6, to note that the Problem Work Group does NOT include WSSC staff members

“Problem Statements” (Document #7)

The facilitators introduced a set of statements they drafted intended to reflect the Committee’s understanding of the likelihood of breaks, the consequences of breaks, and a set of overall beliefs regarding whether additional risk reduction efforts are needed. The Committee reviewed the document, discussed it, and proposed and accepted modifications to some of the statements, with the facilitators making “live” edits to the document on a projected screen. In mid-morning, after several Committee members expressed interest in shifting to a solutions discussion, the facilitators proposed to do so but numerous committee members objected, wanting to continue to go through the statements. The facilitators at this point asked Committee members to use a “Scream Test”: raise only those concerns screaming out that they could not live with. This netted roughly another hour of discussion of the statements. At just past noon, the Committee voted unanimously to continue the

Committee’s editorial review of the document as an “offline” process, with Committee members providing edits to the document prior to the next Committee meeting.

Next Steps on the Problem Discussion

- Facilitators to manage editorial process on the Problem Statements document with the following elements:
 - a) WSSC review “fact check”
 - b) Circulate an editable (Word) version to the Committee members for review
 - c) Get comments, synthesize, and redraft accordingly
 - d) Share revised version back to Committee prior to Oct 23 meeting

Prioritization of the Potential Solutions Discussion

The Committee engaged in a discussion of the categories of potential solutions. In this discussion, the Committee worked from the framework of potential solutions that has been developed in this process (Document #8, page 2), and the full listing of ideas for potential solutions that have been developed through this process (Document #9). The facilitators made clear that there was no implied assumption at this point that new solutions are needed; the facilitators also clarified that the potential solutions outlined in Document #9 have not been vetted. The purpose of the discussion was to determine where the Committee will focus its deliberation in considering potential recommendations to WSSC. Committee members discussed which areas the Committee should prioritize. After the discussion, Committee members voted (4 votes each) on the areas they believe represent the most important areas for the Committee to discuss. The voting was not intended to prioritize areas in terms of the greatest need or opportunity for improvement, though that was a factor; rather, the voting was meant to prioritize the areas to emphasize for Committee discussions, based on a number of factors, including the Committee’s ability to contribute to the discussion of the topic.

Outcome of the Prioritization Voting (# of Votes)

1. Overarching Issue for Prevention: Prioritization -11
2. Monitoring and Leak Detection Ideas - 7
3. Break prevention: Pipe Reinforcement, Repair and Replacement Ideas 6
4. Overarching Issue for Mitigation: Mechanisms for Cross-Agency Coordination - 10
5. Overarching Issue for Mitigation: Setbacks and other Building/Construction Regulations- 18
6. Addressing Problems Associated with Flooding - 5
7. Keeping Buildings Safe from Craters - 4
8. Protecting People from Explosive Force (Water jet and Debris throw) - 0
9. Overarching Issues: Emergency Response and Coordination- 5
10. Getting the Water flowing again- 2
11. Keeping people impacted by a break informed - 4
12. Reducing the Traffic Impacts of a Break– 0

Next Steps on Prioritizing the Potential Solutions Discussion

1. Facilitators to renumber the Potential Solutions document to more clearly distinguish all of the distinct categories of potential solutions (all 12 categories)
2. Facilitators will focus agenda for upcoming meetings on Committee's top priorities
3. Facilitators to request technical briefing on current prioritization approach for upcoming meeting

Potential Solutions: Building and Land Rules and Regulations

Committee members engaged in a discussion of the top priority category of potential solutions from the voting: the crosscutting impact mitigation category (renamed Building and Land Rules and Regulations). Committee members first engaged in table discussions regarding the set of potential solutions in this category, with a focus on understanding the differences between the potential ideas, and considering the potential benefits and drawbacks of the ideas. Following the table discussions, Committee members shared key learning points from the table discussions, and a plenary discussion ensued regarding the potential solutions. At the close of the discussion, Committee members individually nominated the solution they see at the top of the list of candidates for what to recommend to WSSC in this category.

Nominations for “Leading Candidate” Solution in ‘Building and Land Rules and Regulations’

The references below refer to the lettered list of potential solutions in this category (Oct 9 Document #9, pages 4-6). This list is not a ranked list – these are the individual nominations of the 12 Committee members present.

1. D (optional toolkit) – this is best framing (reference to E (required guidelines) as being very similar)
2. A (status quo) + F (selective setback) combined
3. F is most intriguing (also comment that D&E are similar)
4. E with F (with an appeal procedure)
5. E with J (some investment in new technology)
6. J – what is going on globally that we could be doing?
7. E – to make sure this is a requirement (versus D) and ok with appeal
8. J
9. D is broad enough to encompass all the other solutions (A and J are encompassed in this)
10. F with C (information sharing), D and E as the guts of the considerations
11. D
12. E&F – want to know baseline threshold of minimum requirements

Meeting adjourned at approximately 5:30pm.