WEF Residuals & Biosolids Committee
Carbon Resource and Recovery Subcommittee
WEFTEC 2011
Los Angeles Convention Center
Los Angeles, CA
Tuesday, October 18, 2011
9:30 – 10:30 am
Room 503 West

Patricia Scanlan, *Chair*
Jackie Kepke, *Vice-Chair*

AGENDA

- Introductions
- Review of meeting minutes from RBC Conference committee meeting (May 2011)
- Update of Sub-committee-related actions since RBC 2011
    - WEFTEC 2011 workshop
    - WE&T Regulation Article
- New Items
    - WEF Survey (Ned Beecher)
    - Information sharing
        - GHG regulations
        - Available calculation/inventorying tools
        - Member activities
    - Other new business

Carbon Resource and Recovery Subcommittee

The mission of the Carbon Resource and Recovery Subcommittee of the Residuals and Biosolids Committee is act as a clearing house for information on carbon emission accounting and to identify additional industry research needs as follows:

Mission:

- Promote scientifically sound carbon emission tracking and accounting practices and regulation.
- Help develop and promote carbon emission accounting practices and policies that assist WEF members in serving the public interest
- To promote cooperation between government agencies, associations, corporations and the public to improve and standardize carbon emission accounting and tracking practices.
- Deliver high-quality products and services to our members and stakeholders.

Goals:

- Track carbon emission research and sharing relevant information from regional, national, and international organizations with the Carbon Emissions Sub-Committee and RBC
- Identify information “gaps” in GHG inventory models that may be addressed through WERF studies
- Co-ordinate with other organizations with similar interests, including the WEF Sustainability Community of Practice and the NACWA – Biosolids Management and Climate & Energy Committee
- Co-ordinate with The Climate Registry and ICLEI on potential modifications to the *Local Government Operations Protocol*
- Sponsor, organize, and participate in carbon emission accounting information sharing opportunities such as workshops and presentations at the local, regional, and national level.
- Become a technical resource for carbon emissions tracking and accounting information

Carbon Task Force
Meeting Minutes

Prepared By: Patricia Scanlan
Date: 26 May 2011

Introduction
This memorandum provides meeting minutes from the Water Environment Federation (WEF) Carbon Task Force (CTF) meeting on Tuesday, 25 May 2011 at the Residuals and Biosolids Conference in Sacramento, CA.

Summary of Activities
Tuesday, 25 May 2011

Meeting called to order at 4:30 by Chair Patricia Scanlan with a final attendance of 13 people.

1. **Review and Acceptance of Carbon Task Force (CTF) Meeting Minutes from WEFTEC, 5 October 2011**.

2. **Update of Activities**

    a. Carbon Workshop at WEFTEC, "Greenhouse Gas (GHG) Methodologies and Inventorying for Biosolids Treatment".
    b. Carbon regulations article – in final draft and delivered to Barry Liner (WEF) for preliminary review. The draft is in review by some members of the CTF and an electronic copy of the draft will be forwarded to all CTF members by 31 May 2011.

3. **Conversion of the CTF into an RBC Sub-Committee**. Conversion of the CTF into a sub-committee has been green-lighted by the RBC Chair and Vice-Chair. Sub-committee status is expected to be finalized prior to WEFTEC 2011. As part of the sub-committee conversion, the following actions have occurred:
    a. A draft of the sub-committee mission statement and organization has been developed and will be distributed to the CTF. Comments on the mission statement and organization draft should be sent to Patricia Scanlan by 30 June 2011 at scanlanp@bv.com. As part of this review, suggestions for new or revised Technology Task Groups should also be submitted.
    b. Nominations for the position of Vice-Chair should be submitted to Patricia Scanlan at the email address above. Nominations should be submitted by 30 June 2011.
    c. Ned Beecher has volunteered to take the lead in generating an electronic survey to the RBC membership and WEF membership at large (with the help of Sam Hadeed) to help identify information gaps, state and/or regional

organizations that are coordinating carbon emission tracking, outreach and education preferences (i.e., webinars, TPUs, workshops, etc.). The survey effort is scheduled to be completed by 31 July 2011. The survey will be coordinated through Sam.

d. The WEFTEC meeting of this sub-committee has been requested for Monday morning at the conference, to minimize conflicts with technical sessions and social functions. Actual date and time TBD.
e. A request was made for suggestions for the name of the new sub-committee. The draft documents currently identify the sub-committee as the "Carbon Emissions Sub-Committee". Suggestions for a new/modified name should be submitted to Patricia Scanlan by 30 June 2011.

Action items: Distribute draft mission statement and organization. Develop member survey.

4. **Coordination with the Sustainability Community of Practice (CoP):** Bob Forbes volunteered to be the liaison between the WEF Sustainability CoP and this sub-committee.
5. **Coordination with the Local Government Operations Protocol (LGOP):** Jackie Kepke volunteered to be the contact for LGOP modifications/questions/updates.
6. **Identification of Top 3 Action Items:** Based on the outcome of the survey discussed in item 2c above, a prioritized list of the top 3 action items will be developed. A proposed list is expected to be developed prior to WEFTEC 2011, with finalization during the sub-committee meeting at WEFTEC. Identifying the priorities will allow the sub-committee members to better allocate time and resources to the most important/desired/achievable deliverables.
7. **Potential NBP Webinar:** Sam Hadeed asked if the CTF would be able to develop an NBP webinar. The potential date is October 2011. Based on discussions with Sam, a possible topic would be a "how to" perform carbon inventorying along with basic information on regulatory requirements. Suggestions for carbon emission-related topics and/or volunteers to develop and present on the suggested topics should be submitted to Patricia Scanlan by 31 July 2011.
8. **Technical Discussion:** During the meeting, the following technical items were discussed:
    a. Ned Beecher identified the need for better nitrous oxide (N_2O) and carbon sequestration information and suggested that this be a recommended WERF study.
    b. Chris Peot identified the need for a holistic evaluation of the carbon implications of nutrient removal to better gauge the benefits/drawbacks of nutrient removal.
    c. Bob Forbes reported that the WERF study addressing N_2O emissions from liquid stream treatment is in draft and is expected to be released by October 2011.
    d. Chris Peot identified broader issues that might be of interest, including embodied carbon. The committee thought was that while many of these subjects are of interest, there is limited time available through the volunteer effort of the committee; however, the committee should be responsible for identifying needs and gaps (see items 2c and 6 above).

The meeting ended at 5:35 pm.