



**Meeting Notes**  
**MEWARN Steering Committee Meeting**  
**Thursday, October 3, 2019, 10:00 am – 12:00 pm**  
**Maine Emergency Management Agency (MEMA)**  
**45 Commerce Drive, Augusta**

**Attendance:**

Roger Crouse	Kennebec Water District
Jim Leighton	Limestone Water and Sewer District
Larry Graham	York Water District
Brett Goodrich	Maine Department of Environmental Protection
Sara Flannagan	Maine Drinking Water Program
Tom Bahun	Maine Rural Water Association

1. Introductions were made
2. Tom highlighted the meeting notes from the April 23, 2019 meeting held at MEMA's Maine Prepares Conference in Augusta.
3. There was a review of recent and upcoming emergency preparedness activities and news:
  - a. Rockport Orientation and Tabletop Exercises held in July 2019
  - b. MEWARN presentation at Maine Water Environment Association's (MEWEA) Fall 2019 Conference – Presentation provided an update of the MEWARN including membership, communications through the HAN, website hosted by DWP and the America's Water Infrastructure Act (AWIA)
  - c. Future emergency exercises in 2019 & 2020 will include the Bangor Water District, Aroostook County (utility TBD), Searsport Water District, Rangeley Water District and Yarmouth Water District (cyber-attack TTX)
  - d. Tom will attend the 2019 National WARN Chairs' Meeting, October 20, 2019 in St. Louis, MO. This is an annual meeting with WARNs from across the Nation. Jim Leighton is interested in attending next year's National Warn Meeting.
  - e. Tom provided the brief details of the upcoming MRWA cybersecurity training classes and tool. Training will include an America Water Infrastructure Act (AWIA) briefing focused on cybersecurity requirements. Further details were offered later in the meeting.
  - f. Tom discussed Lisbon Water Department's attorney's review and comments about MEWARN's mutual aid agreement. Lisbon WD is holding from joining until the comments and questions are addressed. The attorney had numerous concerns and questions about the agreement and exposures to members. The email from Bill Alexander with the attorney's concerns and questions were provide and discussed. It was recommended that Tom ask Kirsten Hebert to



review the email and contact the attorney (Joseph Donahue) in an effort to address the concerns/questions so Lisbon WD elects to join MEWARN.

4. Reports from State agencies were provided:
  - a. DHHS – Sara provided an update on staffing changes with the DWP. Teresa Trott has retired and Ami Stilling is the new Rule Administrator. Ebrahim Habib (Abe) is the new PWS Field Inspectors Supervisor. Susan Breau is the new Hydrogeologist. Haig Brochu is the new Private Well Coordinator. Michelle Coad is the new PWS Field Inspector for District D. Diana McKenzie is the Marijuana Testing Facility Certification Officer. Sara is now responsible for enforcement as Tera Pera has been pulled to another department. DWP staffing updates and contact information will be in the DWP's Service Connection newsletter. Sara provides highlights of AWIA. PWSs may seek financial support for compliance with AWIA's assessment and ERP requirements under the DWP's Capacity Development Grant Program. Grant announcement will occur the end of Jan 2020 and grant applications are due end of March 2020. This grant required a 50% match. There was a discussion on the need for more ERP training and EPCRA (Right-To- Know) training with MEMA. Sara indicated the DWP is working on new rule changes to include AWIA certification requirements.
  - b. DEP – Brett provided some DEP staffing changes which included a new wastewater inspector, David Bowie, and some new engineering vacancies and replacements.
  - c. MEMA – MEMA was in a mandatory meeting and were unavailable for this meeting.
5. Emergency preparedness resources and training opportunities
  - a. Tom describes the new cybersecurity tools sponsored by the DWP and the training classes being offered in October in the towns of Gorham, Mexico and Caribou. The tools and training offers numerous cybersecurity resources as well as a detailed review of a checklist for water and wastewater systems to assess their cybersecurity strength and vulnerabilities.
  - b. EPA AWIA training sessions – Tom showed the EPA webpage dedicated to AWIA. This site lists the AWIA classes and webinars being offered by the EPA Regions.  
(<https://www.epa.gov/waterresilience/americas-water-infrastructure-act-risk-assessments-and-emergency-response-plans>). Tom will attend the AWIA session in Chelsea, MA in November 2019.
6. The meeting was opened for discussion on emergency preparedness needs and activities.
  - a. Roger said KWD is looking at assigning an employee to be responsible for security. The District's ERP is currently being reviewed and updated.
  - b. Larry discussed the emergency preparedness of the York Water District. They had hired a cybersecurity consultant to improve protection. York WD finds value with conducting periodic tabletop exercises. They have done TTXs that include dam breaks affecting their water system. In addition, they have an interconnection agreement with Kittery Water District.
  - c. There was a discussion of the need for a water operator forum on the AWIA requirements.



7. Next meeting – The next meeting will be in April 2020. Date, time and location TBD. There was a discussion on including training on AWIA and emergency preparedness following the meeting to entice other MEWARN members to participate. Tom will work on this.