Appendix F

Public Education and Outreach Information & Materials

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Attachments

File doc: Appendix F - Public Education of CSWPP-rev.doc

1.0 Introduction

The Community Source Water Protection (CSWP) Plan for Public Water Systems in Lyon County identifies education regarding source water protection as one of the plan goals. The CSWP Action Plan, provided as Appendix E, lists suggested education and outreach components to achieve this goal. This Public Education Plan (Education Plan) provides a variety of tools and tactics to implement the public education and outreach actions.

Source water protection programs in Nevada are initiated and implemented at local levels and depend on the willingness of a community to support the local program. Therefore, public education and participation is an important strategy to enable community members to be stewards of their local drinking water sources, to promote voluntary protection efforts, and to build public support.

Contacts				
Organizations	Phone Number	Email Address		
Utilities				
City of Fernley Public Works & General Services Department	775-784-9910	dpeters@cityoffernley.org		
City of Yerington	775-463-2284	manager@yerington.net		
Lyon County Public Works Department	775-246-6220	lyonutilities@lyon-county.org		
Silver Springs Mutual Water Company	775-577-2223	ssmwc@sbcglobal.net		
Stagecoach General Improvement District	775-629-0849	sgid@pyramid.net		
Planning				
City of Fernley Community & Economic Development Department	775-784-9900	mhauenstein@CityofFernley.org		
Lyon County Planning Department	775-463-6592	planning@lyon-county.org		
Technical Resources				
Carson Watershed Subconservancy District	775-887-7450	edjames@CWSD.org		
Resource Concepts, Inc. and Subconsultants	775-883-1600	jill@rci-nv.com lynn@rci-nv.com		

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2.0 Education Plan Goals

- 1. Help the target audiences to gain understanding of and interest in doing their part to protect community source water.
- 2. Motivate a change in practices and personal behavior to prevent contamination of source water per the drinking water protection goals of the Community Source Water Protection Plan for Public Water Systems in Lyon County.

3.0 Target Audiences for this Education Plan

The Local Planning Team that developed the CSWP Plan, identified three priority target audiences:

- Community leaders,
- School students, and
- Emergency responders.

Community leaders, specifically advisory boards, are targeted because they make recommendations and decisions that may impact water quality. A PowerPoint outline for advisory boards in Lyon County is provided as Attachment A.

School students in or near the 6th grade level are a specified audience because they are receptive, the science blends well with their existing curriculums and because children often provide pressure on their parents and relatives to "do the right thing". A school presentation content example is provided in Attachment B.

Emergency responders need to understand the hydrology of the source water protection areas (SWPAs) because of the potential for emergencies such as spills, or emergency actions to clean up the spills, to contaminate source water. A brief outline for Emergency Responder training for source water protection is provided in Attachment C.

There are other important audiences identified in the CSWP Plan Action Plan including businesses and industries as well as households with the potential to contaminate drinking water. The tools described and provided in this Education Plan may be tailored for these audiences as well. The education and outreach approach may be tailored using the various tools in this plan in order to best reach the identified audience.

4.0 Educational Tools for Presentations to Target Audiences in Lyon County

During the process of preparing the CSWP Plan, three educational tools were developed to help facilitate immediate public education and awareness for source water protection. These tools are available through the Local Planning Team:

- The Flex Viewer for public water systems in Lyon County;
- Groundwater Model and Watershed Model;
- Power Point Presentation.

The Flex Viewer

The Flex Viewer is powerful on-line mapping tool developed for this CSWP Plan. The Flex Viewer created for the CSWP Plan has a wide variety of GIS base maps and layers. Base maps include topography, aerial photos, or street maps. Layers include potential contaminant sources, land uses, parcel boundaries, FEMA flood zones and others.

The Flex Viewer is an excellent planning and teaching tool because one is able to zoom in and out to view an area with variable detail to see where the SWPAs are located in the communities relative to a variety of activities. It is important for people to understand where their activities are relative to SWPAs. The Flex Viewer is available at <u>http://douglasnvgis.info/lyon/wells/</u> and is password protected. This tool can be used for all audiences to see where the SWPAs are relative to where residents live, work, or go to school.

The Watershed Model and Groundwater Model

The watershed model and groundwater model used together with the SWPA maps or the Flex Viewer are powerful tools to engage an audience and visually help them to understand how source water can be contaminated. The watershed model allows the presenter to show how contaminants from industry and residential activities can be washed into our drainages. The Groundwater model illustrates how contaminants in drainages can infiltrate into the ground and eventually contaminate a drinking water well. These models are available for purchase or may be borrowed from the NDEP.

- The watershed model may be purchased from Enviroscapes at http://www.enviroscapes.com/nonpoint-source.html
- The Groundwater model may be purchased from several universities <u>http://stuorgs.uwsp.edu/awra/Pages/groundwater_model_project.aspx</u> or <u>http://groundwater.unl.edu/</u>

Attachment B includes a brief example for how the models can be used in a classroom.

PowerPoint presentation

A PowerPoint Presentation was developed as a part of this CSWP Plan to include all communities in Lyon County. The slides may be removed to tailor a presentation for a specific community. The presentation should be provided by someone from the Local Planning Team or a person trained in the CSWP Plan. The PowerPoint is available through the Local Planning Team and an outline is provided as Attachment A.

5.0 Useful CSWP Information

The CSWP Plan contains a variety of information that is useful to be familiar with when conducting public education and outreach. This information includes:

- Names and affiliations of the individuals who helped prepare the CSWP Plan (see page i);
- Source Water Protection Area maps for each community (viewed via the Flex Viewer or the maps in the CSWP Plan Appendix A);
- A map of the areas around the drinking water source(s) that may be susceptible to contamination (see the CSWP Plan Appendix D);
- Inventory of activities and conditions that may adversely affect drinking water quality (see the CSWP Plan Appendix D);
- The Management Strategies that community intends to use to protect its drinking water sources (see the CSWP Plan Section 3.4);

- The Contingency Plan describing what the community would do to replace its drinking water supply if the source became contaminated (see the CSWP Plan Section 3.5); and
- The Action Plan that provides a schedule for implementation of the Public Education Plan (see the CSWP Plan Appendix E).

6.0 Educational Messages and Discussion Points

The presenter(s) should engage their audience in order to bring the source water protection concepts into a person's own experience. The discussions before, during and after the presentations help to facilitate this. The following questions can help to kick start open communication.

When you turn the tap in your home where does the water come from?

Most people do not know where their water comes from unless they own their own well. If you are on your own well, then the water comes from the shallow aquifer in the immediate vicinity of your well. If you are connected to the public water system then your water comes from a source water protection area, is piped to a water treatment plant and then piped to your home.

What is Source Water Protection?

Source water protection is a way to prevent drinking water from becoming polluted. Much can be done to prevent pollution, such as the informed use of land and proper use and disposal of chemicals.

What are source water protection areas?

In Lyon County, source water protection areas are specific areas surrounding public water supply wells. The areas are different for each community and each well as illustrated by the source water protection figures for each community. The SWPA maps are useful to illustrate the boundaries.

Why is it important to protect water at the source?

Protecting public drinking water supplies at the source *before* pollution enters our drinking water supply lessens potential health issues, the high costs associated with water treatment, and source water development. Public water users can help protect our community's source water. Managing land uses and human-caused sources of contamination are the keys to preventing pollution *before* it enters our drinking water supply at the source.

What contaminates the water we drink?

There are numerous pollutants that can contaminate surface and ground water. Some contaminants are a result of improper disposal of common household products such as cleaning products, waste oil, pet waste, fertilizers and pesticides. Others may be used or generated by businesses such as dry cleaners, film processing centers, salons, cemeteries, petroleum storage and handling, etc. These and other harmful products, when improperly disposed of may threaten to contaminate our drinking water.

7.0 Other Education and Outreach Tools

The CSWP Local Planning Team should consider themselves Plan Ambassadors. The entire Team should take every opportunity to convey the essence and objectives of the CSWP Plan. The following tactics to help increase knowledge and change behavior in accordance with protecting our drinking water sources.

Newsletter inserts – scheduled to be distributed as newsworthy information becomes available. Items to be included: updates on the CSWP Plan, testimonials collected, pertinent Nevada Division of Environmental Protection (NDEP) news, information on what other communities are doing to protect their water resources, and real time changes happening at businesses or source water sites. Photos and links to information make newsletter inserts more interesting.

Fact sheet, brochures, handouts, flyers, etc. – can be effective forms of communication. The key is to plan ahead as to how you want the audience to use them, how you will get them to the audience, and how you will evaluate their effectiveness. Libraries, community centers, builder associations, and economic development authorities can be useful locations. However, unless your audience knows the materials are available at these locations, the materials will not be successful.

Inserts in water bills – purveyors may want to insert information in water bills periodically to communicate a special event or speaker related to informational sessions on protecting our community's drinking water source.

Press releases – developing relationships with local media and pitching stories and event ideas to them is an effective way to reach several audiences including business leaders and residents. Stories in local media outlets are a cost effective way to educate members of the community regarding the importance of source and drinking water protection efforts and can be accomplished by sending out media releases/advisories and by participating in interviews. Media relations are also a good tactic for recognizing residents, businesses, and owners who have made strides to protect source water. A list of media outlets for the Lyon County area and a Press release template are attached to this Education Plan. Contact persons at these outlets can change quickly so it is important to confirm this information before moving forward.

Website inserts and links – Each community should choose an appropriate website to serve as the repository for education materials. Photos and links are very important on a website. Create a section for businesses to learn how they can become source water protectors and share stories of how they are helping protect their community's source water. If resources allow, a more in-depth website or page can highlight source water protection projects. *All tactics should include a website address*. Additionally, websites operated by public water systems can also be used to communicate details of the CSWP Plan by incorporating information on the site or by containing links.

Partnership with local chamber of commerce – could include the creation of a "Source Water Protector of the Year" award or recognition. Encourage local businesses and members of the Chamber to make affordable and effective changes at their place of business that will help protect the community's source water. Celebrate and honor all participants and award and recognize one business for being a key protector of source water.

Governing and Advisory Board, and local government leader's education and engagement – educate board members and other local government leaders regarding the importance of source water protection in our community. Also, engage local government leaders in a friendly challenge to protect source water. Ask leaders to participate in site visits, offer testimonials, and change their habits at both their place of business and home to protect source water.

Public meetings/conferences/community events – are identified in the Action Plan. Publicize the meeting or event and use other tactics to support the education at the meeting, conference, or event.

Posters – purveyors may want to create appropriate signage as a reminder of best management practices related to protecting your community's drinking water source.

Employee training on materials handling practices, emergency spill situations – purveyors should have these items on hand and, if asked, they may consider including information on the importance of protecting your community's source water.

Inserts in employee paychecks – could be something similar to the inserts in water bills but with emphasis on the employee's responsibility to prevent contamination and encouragement for them to serve as a SWP Plan ambassadors.

Social media (blogs, podcasts, Facebook, YouTube, Twitter, LinkedIn) – can be a crucial component to communications and is worth consideration. Through websites, blogs, YouTube, etc., audiences have an opportunity to get information anytime. It can also provide an interactive experience. Be aware this kind of media changes rapidly, however.

Site visits – with businesses to discuss how contamination can happen and how it affects the community's water supply in everyday terms.

Testimonials – from water users who have changed their practices in an effort to lessen their impact on source water and how and what they did and the results. These could be used in many other forms: posters, electronic newsletters, at events and in presentations.

Site signage – at businesses that use best management practices to lessen their impact on source water indicating their dedication to their community's most important resource, drinking water. For example:

[INSERT BUSINESS NAME HERE] is dedicated to protection of (community name) drinking water sources through the use and support of best management practices.

Guest columns/editorials – providing guest Team as sour columns and editorial pieces to local newspapers enables the CSWP Team the opportunity to position the ce water protection experts. Guest columns from respected and well-known community members also offer a medium to encourage, educate, and motivate readers to protect their source water. Use the attached Nevada media list to assist you in pitching a guest column or editorial.

Case studies – give audiences an understanding of the issue and how it is being approached in the community. The studies should be brief with general information as to who, what, where, when, and why and include photos where appropriate.

8.0 Ways to Measure Education and Outreach Success

Evaluating effectiveness is the foundation for a successful plan implementation. Effective evaluation is key in determining how effective your messages and tactics are received and what changes can be made to improve the program. Based on the tactic you have chosen and what resources you have, at least one form of measurement will work for each tactic. Establish the best form of evaluation as soon as you have decided on which tactics to execute. When conducting outreach one should be thinking about the difference being made and how best to measure the impact. Quantitative and qualitative measures should be considered.

Quantitative measurements – these measure the amount of information, not necessarily the quality of information.

- Quantity of presentations delivered and people in attendance;
- Quantity of distributed materials; and
- Quantity of inquiries (phone calls, e-mail, e-newsletter, website testimonials and visits).

Qualitative measurements – these measure the quality of the information by giving an opportunity for feedback. In this way you can determine how the messages you are communicating are being received. This can be as simple as asking each and every person who has come into contact with your messages a few simple questions:

- Survey attendees of presentations;
- Email surveys to those who receive email communications; and/or
- Online survey of website visitors.

9.0 Educational Tips

Education outreach tools and tactics were created in formats to allow each user to personalize them to their individual needs. Depending on the tactics selected, users may need to create additional communication pieces. A few tips to remember when creating any communication piece:

- Simple is best;
- Allow whitespace do not fill every space; and
- You do not need to say it all the more you say the less effective the entire piece.

Be consistent in the look and message of every piece and limit it to no more than three messages. Finally, always include a call to action such as:

- "To learn more, log onto our website: www.lyon-county.org"
- "To register for a presentation, contact your water purveyor."
- "Take oil to one of the following disposal locations..."

A great idea without the resources to execute it will not be effective, nor will brochures that simply sit on the counter at the community library when they need to be in people's hands. Therefore, when education for an audience is desired, these are a few things to consider:

- What is the best way to reach my audience?
- What is my budget?
- How much time do I have?
- How will I follow up to see if it was effective? And when?

Education Plan Attachment A

Power Point Outline for Advisory Boards

The following is an outline for a comprehensive presentation to advisory boards and other community leaders to familiarize them with Source Water Protection in Lyon County. This is suggested content and may be revised to fit the audience and the time allotted.

- 1. Introduction
 - Community Source Water Protection Plan for Public Water Systems in Lyon County, Nevada
 - Source Water = Public Drinking Water
- 2. Plan Purpose
 - Purpose is to document the public drinking water resources in Lyon County and the measures that the communities intend to implement to protect those resources.
 - The CSWP Plan is a tool to facilitate cooperation and education to aid in the management and continued safety of the Lyon County communities' drinking water resources.
- 3. Voluntary program
 - Focused on preventing the pollution of community drinking water sources, which is groundwater in throughout Lyon County, Fernley and Yerington.
 - Each board provided letters requesting participation in the program and committed staff to provide support for developing the plan
- 4. Benefits
 - Less effort and money is spent to protect drinking water supplies than to clean them once contamination has occurred.
 - Avoiding water supply contamination up front lessens:
 - Associated health issues
 - High costs of water treatment
 - New source development
- 5. Process
 - A Local Planning Team composed of representatives for the various public water systems in Lyon County and from local and state government has met since August 2012 with a technical assistance provider, Resource Concepts, to develop the plan.
- 6. Goals
 - The Team identified 5 goals for the plan to accomplish
 - Goal 1: The plan needs to be understandable, endorsable, useable, accessible and easy to update

- Goal 2: Protect existing and future public groundwater and surface water quality and supplies
- Goal 3: Provide tools for community and development planning (data, maps, future development plans
- Goal 4: Encourage collaboration and communication between entities in and surrounding Lyon County
- Goal 5: Educate students and the general public regarding source water protection
- 7. Drinking water resources included in the Plan
 - This CSWP Plan includes 28 public water systems and 60 wells:
 - City of Fernley (6 wells),
 - Dayton (10 wells),
 - Stagecoach (2 wells),
 - Silver Springs (3 wells),
 - City of Yerington (5 wells) and
 - Weed Heights (2 wells).
 - 22 Non-Community water systems that serve stores, restaurants, parks, camping resorts, schools, and industrial facilities.
- 7. Capture Zones
 - All wells were modeled to determine the 2, 5, and 10-year capture zones.
 - Capture Zones are the predicted groundwater extent influenced by groundwater pumping for specific travel times
 - The result is a series of expanding boundaries around each well.
- 8. Potential Contaminant Sources (PCSs)
 - PCSs are facilities or human activities near wellheads that might release pollutants and contaminate drinking water supplies (groundwater)
 - Regionally most common PCSs:
 - Nitrates from residential and commercial septic systems;
 - Leaks or spills of chemicals stored at auto repair shop, gas stations, or manufacturers;
 - Improperly used chemicals for agriculture.
- 9. Source Water Protection Areas
 - SWPAs were developed for management to prevent groundwater pollution.
 - Based on a 10-year time of travel in groundwater to a public well.
 - SWPA boundaries are drawn along the parcel boundaries that touch the 10-year capture zone
 - Where parcels are large, then a 200-foot buffer was used instead of the parcel boundary.
 - Areas with high-density residential or commercial septic systems and/or commercial/industrial areas more likely to use and store hazardous materials.

- 10. Strategies and Actions to protect drinking water resources
 - Strategies in the Plan to avoid future drinking water contamination. Key actions presently moving:
 - Public education tools for advisory boards, school science classes, emergency responders, general public.
 - Household hazardous waste program for residents to cost effectively dispose of chemical type wastes.
 - Include Source Water Protection Area, County in review/communication processes with developers, businesses, and property owners.
 - Maintain coordination between county, communities, and water purveyors to protect drinking water resources.

Education Plan Attachment B

School Presentation Content Example

School presentations should last roughly 45 minutes.

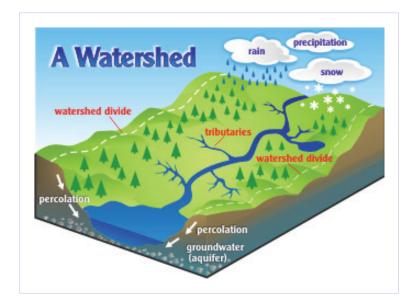
Introduce yourself and engage the students by asking several questions:

When you turn on the tap in your home, where does the water come from?

Depending on the answers the discussion evolves. A discussion regarding what the sewer does, rainfall quantities, leakage from the Canal, the Truckee River, the Carson River or the Walker River as appropriate for the area.

What is a watershed?

Watershed is a difficult concept for most grade or intermediate school students. A drawing can facilitate the discussion. A watershed is the area of land where all of the water that is under it or drains off of it goes into the same place. The following figure is an example to describe what a watershed is.



Demonstration of the Watershed Model

✓ Invite the students to come close to see the watershed model and ask if they know:

What is a contaminant? Discuss various forms such as oil and grease, factory chemicals, fertilizer, etc. and sprinkle it around.

How much rainfall does the community receive each year? Discuss and then rain on the watershed, it flows down, then discuss infiltration, pull the plug and move to the groundwater model.

✓ Discuss the importance of individual actions to protect source water, drinking water

Demonstration of the Groundwater Model

✓ Put the green and the red coloring into the lake and pond and pump different wells, discuss aquifers, contaminants, pumping, water movement, etc,

Demonstration of the Flex Viewer if WIFI is available or show the maps of the community:

- ✓ Discuss the 2, 5, and 10 year capture zones, source water protection areas, and what they mean.
- ✓ Discuss that different products are available that are more or less harmful to the environment. The importance of thinking about the chemicals they use and how they use them.
- ✓ Discuss the Household Hazardous Waste program available to the community as applicable.
- Re-iterate that each person makes a difference to source water protection by his or her actions and choices they make every day.

Education Plan Attachment C

Outline for Emergency Responder SWPA Training

This curriculum is intended for Emergency Responder Trainers using two models purchased for such purpose. The trainers will then travel through the county and train the appropriate Emergency Responder personnel.

The Nevada ISWP Program and CSWP Plan in Lyon County

- What is Nevada's Integrated Source Water Protection Program
- We will review the State's program and the assistance available
- What is Source Water Protection in Lyon County
- How the CSWP Plan was developed, the team, inputs, approvals and future updates

Stormwater and Groundwater Hydrology

Use the watershed physical model and a groundwater physical model to review

- Contaminant sources, types, risks, travel ways
- Drinking water concepts: water sources, groundwater, watershed, wells, well capture zones, source water protection areas, water systems

Review of the SWPAs, PCS maps and GIS tool

- Area maps, their availability and content for each 1st Responder training area. Review using the Flex Viewer Tool
- Contaminant Source Inventory; Potential Contaminant Sources what they are and where they are located in their community
- Contaminant conduits: well construction, abandoned wells, pits
- Utility Contacts for the communities
- Source water protection area incorporation into hazard mitigation and emergency response plans

Discussion

- How do the SWPAs impact Emergency Responder actions? How will personnel respond to spills or explosions?
- What could be improved to help the training?

Education Plan Attachment D

Media List and Press Release Template

Media List for Communities in Lyon County

NEWSPAPERS:

- <u>Lahontan Valley News</u> (Fallon)
- <u>Leader-Courier</u> (North & Central Lyon County)
- <u>Mason Valley News</u> (Yerington)
- <u>Nevada Appeal</u> (Carson City)
- Northern Nevada Business Weekly
- <u>Reno Gazette-Journal</u> (Reno)
- <u>Nevada Press Association</u> [for other newspaper listings]
- <u>News Voyager</u> [for other newspaper listings in the U.S.]

TELEVISION

Reno:

- KNPB, Ch. 5, PBS
- KOLO, Ch. 8, ABC
- <u>KRNV, Ch. 4, NBC</u>
- <u>KTVN, Ch. 2, CBS</u>

OTHER TYPES OF MEDIA

• <u>Nevada Nonprofit News</u> [An innovative online magazine, or e-zine, that highlights the news events, and topics of interest to professionals, volunteers, and supporters of the nonprofit sector in Nevada]

Press Release Template

INSERT LOGO HERE

Date: Contact email@email.com

FOR IMMEDIATE RELEASE

Volunteer Team of Residents and Businesses Working Together to Help Protect Drinking Water in Lyon County

(*Lyon County*, Nev.) – With an annual rainfall of less than seven inches, few natural resources are as precious as water to residents of Nevada. Protecting our source water from possible contamination and pollution helps protect our drinking water. In *Lyon County*, a Community Source Water Protection (CSWP) Team made up of local residents and business owners has been formed with the goal of helping inform and educate residents of *Lyon County* about the importance of protecting our community's drinking water sources.

The Team is made up of both business owners and residents who live and work in *Lyon County*. They represent a cross section of organizations including Lyon County staff, utility company representatives, first responders, community leaders, and many others.

The Team of volunteers is collaborating with *Nevada Division of Environmental Protection's Integrated Source Water Protection Program (ISWPP)*.

ISWPP is a comprehensive, voluntary approach designed to help communities develop and implement a plan that protects their drinking water supply.

For more information on Lyon County's CSWP Plan, please visit WEB SITE or (address).

INSERT LOGO HERE

Education Plan Attachment E

Online Resources

For more information on your drinking water and source water protection go to:

Nevada Source Water Protections - General Information http://ndep.nv.gov/bwpc/sourcewater.htm

Nevada Integrated Source Water Protection Program http://ndep.nv.gov/bwpc/wellhead.htm

Nevada Drinking Water http://water.epa.gov/drink/local/nv.cfm

After the Storm: A Citizen's Guide to Understanding Stormwater http://www.epa.gov/npdes/pubs/after_the_storm.pdf

This EPA link is excellent regarding water quality and things to look out for: http://water.epa.gov/drink/info/well/upload/2003 06 03 privatewells pdfs household wells.pdf

The State Laboratory has information regarding water quality analyses. Their Web site is <u>www.medicine.nevada.edu/nsphl</u>

Education Plan Attachment F

Terms Defined

Aquifer: a naturally occurring, underground area of water-soaked sand or gravel.

Best Management Practices: are barriers, methods, measures or practices designed to prevent or reduce water pollution.

Contamination: introduction of an undesirable chemical or biological substance not normally present in source water.

Ground water: water found beneath the earth's surface.

Source water: consists of bodies of water such as lakes, springs, streams, rivers and ground water/aquifers that become our water supply.

Nevada Division of Environmental Protection (NDEP): NDEP will protect the State's natural resources through an effective, efficient program of permitting, enforcement of regulations, monitoring the environment, pollution prevention and remediation based on state and federal laws.

NDEP encourages, motivates and supports communities' local source water protection activities; manages, shares and integrates source water protection information; develops federal, state and local source water protection partnerships; and integrates and implements source water protection at the state level.

Bureau of Water Pollution Control (BWPC): the mission of BWPC is to protect the waters of the State from the discharge of pollutants. This is accomplished by issuing discharge permits, which define the quality of the discharge necessary to protect the quality of the waters of the State, enforcing the state's water pollution control laws and regulations, and by providing technical and financial assistance to dischargers. Through the NDEP, BWPC helps communities protect their drinking water.

Integrated Source Water Protection Program (ISWPP): ISWPP is a comprehensive, voluntary approach designed to help communities develop and implement a plan that protects their drinking water supplies. ISWPP is a program created and monitored through BWPC.