

Roadmap to a Sustainable Waste Management Future

Working Group Meeting

Los Angeles County Department of Public Works
900 S. Fremont Ave, Alhambra CA 91803
The Alhambra Room

Monday, March 9, 2015
1:00 PM – 3:00 PM

MEETING SUMMARY

WELCOME

- Pat Proano, Public Works, welcomed everyone to the First Meeting of the Working Group subsequent to the formation of the Subcommittees
- Introductions were conducted
 - Representatives from Supervisorial District 1, Chief Executive Office, Arts Commission, Health Services, Internal Services, Public Health, Regional Planning, Sanitation Districts, Sheriff, Parks and Recreation, Beaches and Harbors, Tetra Tech, Cerrell, and a number of Public Works Divisions were in attendance
- Working Group will undertake the Roadmap's initiatives from a big picture standpoint and report back to their Department's Administration
- Subcommittees will tackle specific topics and report back to the full Working Group

SUMMARY OF ACTIVITIES TO DATE

County Operations

(Presentation was given based on the Subcommittee's [Milestones](#))

- Discussed pilot projects at County facilities
 - Pitchess Detention Center
 - Sanitation Districts Project
- Analyze current County purchasing practices
- Internal Services Department presentation on hauler contracts at next Subcommittee meeting
- Develop survey about [Departmental Recycling](#)
 - Work with other Departments such as the Department of Regional Planning and Internal Services Department to develop survey questions (Focus Groups)
 - Keep survey short (10-15 questions max)
 - Board Offices to review survey prior to distribution
 - Plan to have some questions by next subcommittee meeting on 4/23/2015

- Need to determine who and what level should participate in the survey
- Suggestion to include the Department of Human Resources in distributing the survey was made
- Most effective way to encourage survey participation is for Public Works Director Gail Farber to communicate the importance of the survey to other Department Heads
- Sustainability Council should be made aware of the Subcommittees' objectives and progress thus far

County Unincorporated Communities

(Presentation was given based on the Subcommittee's [Milestones](#))

- A fundamental part of the Roadmap is to meet disposal reduction targets
- Board Office can help with reaching out to County Unincorporated Communities
- Construction & Demolition (C&D) and organics are the main focus areas for the rest of the year
- Sanitation Districts gave an overview of proposed partnership with Public Works on organics plan
 - Question on the demand for the biosolids and residual – we need to build up the markets for these materials

Regional/Countywide

(Presentation was given based on the Subcommittee's [Milestones](#))

- Grant from Homeland Security to prepare Debris Management Plan
 - Must be completed by March 2016
 - Tetra Tech will assist in development of the plan
- Include Debris Management Plan and Organics Plan in Countywide Siting Element outreach
 - Nine disaster area coordinators throughout the County
- Residents in unincorporated areas need to be part of the conversation
 - Work with Board of Supervisors to identify key stakeholders
 - Separate unincorporated outreach from city outreach

Outreach and Education

(Presentation was given based on the Subcommittee's [Milestones](#))

- Subcommittee will develop two communication plans, internal and external
 - Internal – communicating within the County family
 - External – communicating with the public
- Roadmap website currently being developed will incorporate “tool kits” for Roadmap effort and other programs
- Website will also house information for Working Group and Subcommittees
- Roadmap presentations have been given to American Public Works Association, Parks and Recreation, and one will be given to Regional Planning on March 26, 2015
- Tagline reveal: *Sustainable is Attainable: Roadmap to a Waste Free Future*

- Can be tailored to specific initiative, for example *Sustainable is Attainable: Roadmap to a Waste Free Lunch*
- Outreach video outline is complete
 - Video was created to be watched in its entirety (4 min.) or by segment
- Campaign with LA Dodgers to promote beverage container recycling
 - Partnering with Coca Cola
 - Little League recycling contest
 - Interviews are a possibility

REPORT TO THE BOARD (Outline)

An outline of the Report to the Board was reviewed. Comments and suggestions were encouraged.

Content - comments

- Data on County Departments can be collected to set baselines and targets to measure and include in the report
- Add cost analysis
- County work can be transferred/modeled to cities. Plan should be transferable to the larger region when possible

Schedule - comments

- Schedule should include briefings to the Board
- Add follow-up items after the due date of the Annual Report to the Board

PROCESS REVIEW

Participation

- Need participation from more Departments' public relations groups in the Outreach and Education Subcommittee
- Need Environmental Health Section of Public Health to participate to discuss food handling opportunities
- More participation is needed from Departments and Board Deputies in the County Operations, Regional/Countywide, and Outreach and Education Subcommittees

Communication

- Communication with Department Heads
 - Working Group members to communicate with their managers and Department Heads – use of fact sheets and briefing notes are beneficial
 - Have Public Works Director Gail Farber present at Department Head meeting
- Communication with Board Deputies
 - Work with Board Deputies to see how we can effectively reach out to the County Unincorporated Communities
 - Board Deputies should be briefed periodically

- Encourage more Board Deputy involvement in the Working Group and Subcommittees
- Communication with Working Group
 - Briefing report, fact sheets, and graphics are very helpful
 - Public Works' staff is available to conduct Roadmap presentations to Departments

Successes and Opportunity for Improvement

- Working Group members appreciate the professional manner and the time invested from Public Works' Environmental Programs Division in conducting the Working Group and Subcommittee Meetings
 - They can attend a meeting after missing one and feel they are up to speed
- Topics like organics overlap all Subcommittees
 - Subcommittees focus on specific components of the topic
 - Working Group is briefed on all components and will discuss a consolidated approach
- Consider switching up the order of the subcommittee meetings so Outreach and Education isn't always the last meeting

OPEN DISCUSSION

- Outreach for organics should include agriculture and energy people
- White paper on Conversion Technology – we are seeking peer review
- Involvement of Universities, Non- Governmental Organizations
- County Sustainability Policy will have coordination council to increase communication
- Reclaim food before it becomes waste – work with Health Services, Public Social Services to donate food
- The Department of Regional Planning recommends the Chief Executive Office survey program
- Cost analysis should go beyond hauler fees, include man-hours and other “soft” costs
- Arts Commission will collaborate with the Outreach and Education Subcommittee to create artistic ways to spread our message
- Parks and Recreation and Beaches and Harbors currently highlight recycling, but can do more
- After attending one subcommittee meeting, the Department of Regional Planning, determined that their Department's functions tie into to the Roadmap in various ways. They subsequently added a number of representatives from different sections of their Department to the appropriate Subcommittees.
 - Departments should look into how their core functions connect with the Roadmap.
 - Identify those who should participate in the meetings

NEXT STEPS

- Next Subcommittee meetings tentatively scheduled for April 23, 2015
- Next Full Working group meeting tentatively scheduled for June 8, 2015

MEETING PARTICIPANTS

Name	Department
Rachel Barbosa	SD 1
Dorethea Park	CEO
Alisa Karlan	Cerrell
Jennifer Lieu	Arts Commission
Carlos Zimmerman	Beaches & Harbors
Marta Garcia Sheffield	Health Services
Dennis Morelos	Internal Services
Jessica Cohen	Internal Services
Raul Flores	Parks & Recreation
Gerry Villalobos	Public Health
Maurice Pantoja	Public Health
Elizabeth Rhoades	Public Health
Tina Fung	Regional Planning
Maya Saraf	Regional Planning
Leon Freeman	Regional Planning
Chuck Boehmke	Sanitation Districts
Nick Morell	Sanitation Districts
Habib Kharrat	Sanitation Districts
Pamela Manning	Public Works

Name	Department
Lupe Carrillo	Public Works
Juan Madrigal	Public Works
Youn Sim	Public Works
Angelica Gunderson	Public Works
Kathy Salama	Public Works
Coby Skye	Public Works
Vanessa A. Olivas	Public Works
Pat Proano	Public Works
Armando C Aguilar	Public Works
Bahman Hajialiakbar	Public Works
Carlos Ruiz	Public Works
Patrick Holland	Public Works
Gabriel Arenas	Public Works
Clark Ajwani	Public Works
David Coscia	Public Works
Adrienne B. Ferree	Sheriff
Gregory Nelson	Sheriff
Christine Arbogast	Tetra Tech