



Reusing Resources to Better Our Future Since 2004

3rd Quarter 2020 Meeting Minutes
Thursday, September 24, 2020 - 10:00 am – 12:00 noon
Online meeting using Google Meet

Member City	Representative	Phone	Email	Present/ Absent
Artesia	Karen Lee	(562) 865-6262 x245	klee@cityofartesia.us	present
Beverly Hills	James Burnley, Vice Chair	(310) 285-2475	jburnley@beverlyhills.org	present
Bradbury	Mina N Kasama	(626) 358-3218	mkasama@cityofbradbury.org	present
Downey	Carol Rowland, Treasurer	(562) 904-7103	crowland@downeyca.org	excused
Duarte	Dan Jordan		djordan@accessduarte.com	present
Hermosa Beach	Doug Kraus		dkrauss@hermosabch.org	present
Hidden Hills	Connie Read	(310) 366-7600	connieread@caaprofessionals.com	present
Los Angeles	Nuna Tersibashian	(213) 485-3791	nuna.tersibashian@lacity.org	present
Lynwood	Lorry Hempe, Chair	(310) 603-0220 x500	lhempel@lynwood.ca.us	present
Manhattan Beach	Anna Luke-Jones	(310) 802-5363	aluke@citymb.info	present
Palos Verdes Estates	Laura Guglielmo	(310) 378-0383	lguglielmo@pvestates.org	present
Pomona	Shandy Dittman, Secretary	(920) 620-3797	shandy_dittman@ci.pomona.ca.us	present
Rancho Palos Verdes	Lauren Ramezani	(310) 544-5245	laurenr@rpvca.gov	present
Redondo Beach	Jesse Reyes	(310) 379-2477 x2392	jesse.reyes@redondo.org	present
Rosemead	Danielle Garcia	(626) 569-2127	dgarcia@cityofrosemead.org	present
Sierra Madre	James Carlson	(626) 355-7135 x803	jcarlson@cityofsierramadre.com	present
South Gate	David Torres	(323) 216-9524	dtorres@sogate.org	absent
Torrance	Alison Sherman	(310) 781-6916	asherman@torranceca.gov	present

LARA Staff

Acting Executive Director	Marisela Reyes	(213) 485-3558	marisela.reyes@lacity.org
Administrator	Alexander Brideau III	(213) 485-3434	alexander.brideau@lacity.org
Notetaking / Logistics	Roobina Sinany	(213) 485-3069	roobina.sinany@lacity.org

Also Present

CalRecycle	Nicole Macatrao	(562) 981-8314	nicole.macatrao@calrecycle.ca.gov
CalRecycle	Primitivo Nunez	(562) 492-9687	primitivo.nunez@calrecycle.ca.gov
Duarte	Victoria Rocha	(626) 357-7931 x269	vrocha@accessduarte.com
Los Angeles County Sanitation Districts	Nick Morell	(562) 908-4288 x2444	nmorell@lacsds.org



Artesia Beverly Hills Bradbury Downey Duarte Hermosa Beach Hidden Hills Los Angeles Lynwood Manhattan Beach
 Palos Verdes Estates Pomona Rancho Palos Verdes Redondo Beach Rosemead Sierra Madre South Gate Torrance

Lynwood	Jennifer Hernandez	(310) 603-0220 x827	jhernandez@lynwood.ca.us
MSW Consultants	Dave Davis	(951) 704-9776	craig@msw-consultants.com
Pomona	Irene Madrid	(909) 620-2231	irene_madrid@ci.pomona.ca.us
Pomona	Jerry Perez		Jerry_Perez@ci.pomona.ca.us

1. **Call to Order / Housekeeping** (*Item I on Agenda*): Meeting was called to order by Chair Lorry Hempe at 10:05 AM. LARA Administrator Alexander Brideau III discussed some housekeeping items.
2. **Pledge of Allegiance** (*Item II on Agenda*): Vice Chair James Burnley led the group in the Pledge of Allegiance.
3. **Roll Call and Declaration of Quorum** (*Item III on Agenda*): Roll call was taken by Secretary Shandy Dittman. Downey had an excused absence; South Gate was also absent. 16 out of 18 cities were present at the time of Roll Call. Quorum declared. A total of 45 people were in attendance at this time.
4. **Opening Remarks** (*Item IV on Agenda*): Chair Lorry Hempe started the meeting welcoming all attendees.
5. **Public Comment and Announcements** (*Item V on Agenda*):
 - Alex Brideau shared on behalf of Carol Rowland of Downey (excused absence): Information on the West Coast Voluntary Agreement on reduced wasted food which is being led by the Pacific Coast Collaborative. The links to the article is posted on LARA's Facebook and Twitter accounts.
 - Lorry Hempe of Lynwood shared: City of Lakewood organized conference call with the League of California Cities regarding SB 1383 compliance, deadlines, and requirements. They discussed changing legislation for a Good Faith effort and also extending the deadline for compliance. For more info reach out to your representative at the League of California cities, Lisa Rap/Connie at the city of Lakewood.
6. **Adoption of Meeting Agenda** (*Item VI on Agenda*): Approved with correction made to the quarter of the meeting (4th Quarter 2019 changed to Mid-Year 2020). Jesse Reyes of Redondo Beach moved to adopt the Agenda as corrected; James Burnley of Beverly Hills seconded. Motion carried unanimously.
7. **Approval of Mid-Year 2020 Meeting Minutes** (*Item VII on Agenda*): The Mid-Year 2020 minutes were amended to accommodate for taking off the duplication of Marisela Reyes's name. Lauren Ramezani of Rancho Palos Verdes moved the adoption of the minutes as amended. Jesse Reyes of Redondo Beach seconded. Motion carried unanimously.
8. **Approval of Budget and Financial Reports** (*Item VIII on Agenda*): Jesse Reyes of Redondo Beach presented:
 - **FY 19/20 "Closeout" Financial Report dated 08/30/2020**: Started with a total of \$172,842.94 (\$153,397.82 Revenue/Dues FY 19/20 and \$19,445.12 rolled over from FY 18/19) with a Remaining Balance of \$43,382.45. James Burnley of Beverly Hills moved the approval of the Financial Report; Lauren Ramezani of Rancho Palos Verdes seconded. Motion carried unanimously.
 - **FY 20/21 Budget (Proposed)**: Total FY 20/21 Budget of \$185,311.82 (of which a \$43,382.45 was the Projected Balance carryover from FY 19/20 and \$141,929.37 was the Projected Revenue/Dues for FY 20/21). Dan Jordan of Duarte moved the approval of the Budget; Jesse Reyes of Redondo Beach seconded. Discussion: Lorry Hempe of Lynwood suggested keeping the budget of \$30,000 (Community Giveaways) to set aside as a reserve for now. After discussing the issue, all agreed to keep the budget as-is, but not spend the Community Giveaways line item now and wait until December or January to discuss further. Laura Guglielmo of Palos Verdes Estates moved to approve to approve the Budget; Karen Lee of Artesia seconded. Motion carried unanimously.
 - **FY 20/21 Financial Report dated 08/30/2020**: Started with \$185,311.82 (of which \$43,382.45 carried over from FY 19/20 and \$141,929.37 was Projected Revenue from FY 20/21). So far the

- only amount expended as of this quarter has been \$3,459.98 with a remaining balance of \$181,851.84. The expended amount included approximately \$160 for the website and \$3,300 for the CRRA Conference. Dan Jordan of Duarte moved to approve. James Burnley of Beverly Hills seconded. Motion carried unanimously.
9. **Executive Director Report (Item IX on Agenda):** Marisela Reyes spoke in lieu of Alex Helou: City of LA currently working on a pilot program to select a nonprofit organization to help coordinate and provide transportation (trucks/vans) to take surplus food from restaurants or donating businesses to donate it to an organization that might need it (e.g. food pantry) in order to decrease food waste. Based on the success of the pilot program, it will be considered as a permanent program in the future.
10. **Presentation on SB 1383 Minerva Software (Item X on Agenda):** David Davis from MSW, a Solid Waste Consulting Firm located in Riverside County provided a demonstration of their Minerva software. Use of this system during COVID-19 helped to comply with social distancing requirements. Virtual outreach won't be going away for a while. David also touched on the data retrieval from haulers and that how the cities get to keep in and be in control of the data. Lorry Hempe and Jennifer Hernandez of Lynwood noted they have already been using the software which has been helpful pulling data directly without going to the haulers and keeping track of which entity is compliant or not, downloading Excel sheets, and generating letters to send out. Also the ability to customize notes and get customer information electronically as well as virtual outreach is available. The cost for these services is \$3,900 per quarter (\$15,600 annually); if paid annually will be reduced to \$3,500 per quarter (\$14,000 annually).
11. **2020 CRRA Conference Takeaways (Item XII on Agenda):**
 Marisela Reyes of Los Angeles shared: Good attendance and found the topics on Recycling Markets and SB 1383 helpful and interesting.
 Jennifer Hernandez of Lynwood shared: Increase in ocean waste during COVID-19 caught her attention.
 Anna Luke Jones of Manhattan Beach shared via Administrator Alex Brideau:
- COVID-19 impacts on plastics
 - ◆ States that have powerful plastics lobbyists experienced a greater impact with the plastics industry trying to control the COVID-19 narrative by influencing rollbacks on plastic bag bans and dependence on disposables during the COVID rise.
 - ◆ Individual cities need to control the narrative on plastics use.
 - ◆ AB 619 clarifies the acceptable “bring your own” policy so businesses do not have to pull back on bring-your-own programs. You have to prevent cross-contamination of clean items brought in for fill/refill.
 - Statewide, there is about 1 recycling center for every 30,000 people. The ratio is better in the LA region than many other counties. The “convenience zone” stores are not complying.
 - ◆ Wine/spirits bottles need to become part of the CRV, but wine manufacturers have prevented this in CA.
 - ◆ Maine, Iowa, and parts of Canada allow spirits bottles in their CRV program.
 - ◆ Allowing spirit bottles in the CRV program will help increase recycling in CA. Residents need financial incentives.
12. **Administrator Report (Item XIII on Agenda):** Administrator Alex Brideau shared:
- Annual dues have been received from all cities except for 5. Our office has been reaching out to those remaining cities, but if you're not sure whether you're one of those cities, please reach out to Roobina or me and we'll let you know.
 - Update on promotional items:
 - ◆ All the promotional products have arrived and we are beginning distribution to the LARA cities. We will be reaching out to you shortly to coordinate delivery locations and times.
 - As a reminder, the promo products are:

- ◆ RPET Fold-Away Sling Bag
 - ◆ Refillable spray hand sanitizer
 - ◆ Recycled paper 4-in-1 Eco Pencil
 - ◆ Post-consumer recycled B2P pen
- Because of the delay in the RDRS numbers going online, the annual AB 939 submission deadline was pushed back and CalRecycle has now set it for Monday, October 12. (Of note, Monday, Oct 12, is a City holiday in Los Angeles.) In accordance with past practice, LARA staff will submit the report close to, but before the deadline; likely Thu, Oct 8.
 - SCWMF Conference is Thu, Nov 5 (9am-1pm) online. This year's conference is titled *The Green Reset*. Additional details not yet available, including cost and registration deadlines, but we've put out feelers to SCWMF to ask for additional info. If you think you'll be interested in attending, please reach out to Roobina or me and we can add you to our list of potential attendees.
13. **CalRecycle Report (Item XIV on Agenda):** Nicole Macatrao reported the following:
- EAR due date is on October 12, 2020.
 - Working on granting access to LARA Administration to have disposal information on every city.
 - SB 1383 Model Tools available since September 15, 2020. Access on CalRecycle website.
 - AB 1826 on last CalRecycle meeting announced on 9/15 the 2 CY threshold. This change will be in effect starting next year (2021). They encourage cities that will be affected by this change to update their informal/formal plans to include activities if not already included.
 - CalRecycle is beginning another round of formal/informal plans and the goal is to increase participation and moving the cities towards 100% compliance.
 - Primitivo Nunez confirmed the flexibility of timelines in a sense that if cities are taking action and putting the effort and activities required to comply and produce ordinances then they will be given the time to do so. Getting ready for the 1826 or 341 report will help you prepare for 1383. Lorry Hempe stated that an extension will be very helpful since currently Lynwood has lost a lot of revenues and has been facing layoffs, lots of delinquencies on their current bills, and changing rates might not be the right move for them.
 - Doug Krauss had a question about the Grand Jury Report and how it might related to SB 1383. Primitivo noted he is aware of the Report and knows the County will be involved in capacity planning, but does not have insight into their SB 1383 role or plans.
14. **Discussion: LARA Cities –SB 1383 Status, Questions, Concerns (Item XI on Agenda):** Lorry Hempe suggested having a similar direction on replying to help each other to comply.
- Grand Jury Report due on October 31, 2020; cities of Rancho Palos Verdes and Palos Verdes Estates volunteered to share their responses with LARA cities to use as a guide/example.
 - Alex Brideau suggested all correspondence/responds to be sent to the LARA administrative group so it can be provided/available to all cities.
 - Re: SB 1383, Jesse Reyes asked if the cities that have already adopted organics ordinances to share with all other cities to be used as a model.
 - Lorry Hempe mentioned that there is an assumption that LARA will be shepherding the LARA cities' AB 1383 reporting. Alex Brideau noted that he is staying in contact with Primitivo at CalRecycle so we can learn about the reporting procedures as soon as possible.
15. **Upcoming meetings (online until further notice) (Item XV on Agenda):**
- 4th Quarter 2020 Meeting: Thursday, December 3, 2020, 10:00 am – 12:00 noon
 - 1st Quarter 2021 Meeting: Thursday, March 18, 2021, 10:00 am– 12:00 noon
 - 2nd Quarter 2021 Meeting: Thursday, June 17, 2021, 10:00 am – 12:00 noon
 - 3rd Quarter 2021 Meeting: Thursday, September 16, 2021, 10:00 am – 12:00 noon
16. **Adjournment (Item XVI on Agenda):** Meeting was adjourned at 11:42am.