



4th Quarter Meeting Minutes
Wednesday, December 5th 2018, 10:00 a.m. to 12:00 p.m.
City of Lynwood – Bateman Hall – 11331 Ernestine Ave, Lynwood, CA 9062

Member City	Represented by:	Phone	Email	A - Absent P - Present
Artesia	Karen Lee	(714) 372-8277	Klee@cityofartesia.us	P
Beverly Hills	James Burnley (Secretary)	(310) 285-2475	jburnley@beverlyhills.org	P
Bradbury	Scarlett Santos Leon	(626) 358-3218	SSantosLeon@cityofbradbury.org	P
Downey	Carol Rowland	(562) 904-7103	crowland@downeyca.org	P
Duarte	Karen Herrera (Chair)	(626) 357-7931	herrerakaren@accessduarte.com	P
Hermosa Beach	Kristy Morris	(310) 750-3603	kmorris@hermosabch.org	P
Hidden Hills	Michelle Nicholls	(562) 715-3703	michellenicholls@caaprofessionals.com	P
Los Angeles	Marivic Sabillo	(213) 485-5252	Marivic.sabillo@lacity.org	P
Lynwood	Lorry Hempe	(310) 366-7600	lhempe@lynwood.ca.us	P
Manhattan Beach	Anna Luke-Jones	(310) 802-5363	aluke@citymb.info	A
Palos Verdes Estates	Bob Makowski	(855) 900-4742	rmakowski@hrgreen.com	P
Pomona	Jizelle Campos		Irene.madrid@ci.pomona.ca.us	P
Rancho Palos Verdes	Lauren Ramezani (Treasurer)	(310) 544-5245	laurenr@rpvca.org	P
Redondo Beach	Jesse Reyes	(310) 379-2477/ 1+2391	Jesse.Reyes@redondo.org	P
Rosemead	Pat Piatt	(424) 646-7900	ppiatt@cityofrosemead.org	P
Sierra Madre	James Carlson	(626) 355-7135 x803	jcarlson@ci.sierra-madre.ca.us	P
South Gate	Erick Quintero	(626) 260-2586	equinter@wm.com	P
Torrance	Alison Sherman	(310) 781-6916	Asherman@torranceca.gov	A
LARA Executive Director	George Payba	(213) 485-3698	george.payba@lacity.org	P
LARA STAFF	Julie Jacobe (Administrator)	(213) 485-2968	julie.ann.jacobe@lacity.org	P
	Brandon Kirby	(213) 485-2430	brandon.kirby@lacity.org	P
	Elizabeth Zelaya	(213) 485-3464	elizabeth.zelaya@lacity.org	P

Also Present:

Mia Hunt	CalRecycle	(562) 595-8939	Mia.Hunt@calrecycle.ca.gov
Nicole Macatrao	CalRecycle	(562) 981-8314	Nicole.Macatrao@calrecycle.ca.gov
Primitivo Nuñez	CalRecycle	(562) 492-9687	Primitivo.nunez@calrecycle.gov
Craig Dibley	CR&R		craigd@crrmail.com
Grecia (GiGi) Garcia	CR&R		gigig@crrmail.com
Julio Guerrero	Downey	(310) 738-6165	jguerrero@downey.ca.org
Elinor Mondok	Los Angeles	(213) 485-3644	Elinor.mondok@lacity.org
Jennifer Pinkerton	Los Angeles		Jennifer.pinkerton@lacity.org
Kristin Tsumura	Los Angeles		Kristin.tsumura@lacity.org

Artesia, Beverly Hills, Bradbury, Downey, Duarte, Hermosa Beach, Hidden Hills, Los Angeles, Lynwood, Manhattan Beach, Pomona, Rancho Palos Verdes, Redondo Beach, Rosemead, Palos Verdes Estates, Serra Madre, South Gate, Torrance
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Nady Maechling	Los Angeles	(562) 756-7127	nadymaechling@gmail.com
Julie Tran	Lynwood	(310) 603-0220	jtran@Lynwood.ca.us
Irene Madrid	Pomona	(909) 620-2231	Irene_madrid@ci.pomona.ca.us
Tania Ragland	Republic	(818) 262-7388	TRagland@republicservices.com
Ralph Suarez	LAWA		rsuarez@lawa.org
Lance Crosley	LAWA		lcrosly@lawa.org
Linda Hess	Urban Harvester	(661) 312-1133	Lindahess2@me.com
Shon Hiatt	USC	(310) 878-4594	

I. Call to Order – Chair Karen Herrera

II. Pledge of Allegiance – Chair Karen Herrera

III. Roll Call and Declaration of Quorum – J. Burnley called roll and declared a quorum at 10:07 am.

IV. Opening Remarks, Introductions – Chair K. Herrera, All

V. Public Comments and Announcements – All

VI. Approval of the 2018 3rd Quarter Minutes – 9/20/2018

J. Burnley motioned to approve 3rd Quarter Minutes, J. Reyes seconded, motion carried unanimously.

VII. Adoption of Meeting Agenda

J. Burnley motioned to adopt meeting agenda, M. Sabillo seconded, and motion carried unanimously.

VIII. Executive Director Report – George Payba

Comment period for AB 901 has come to an end and the City of Los Angeles provided comments which will be passed on to LARA members. recycLA has a certification program for facilities that will be used for processing materials from the City of LA franchise system. The City will have the right to inspect and certify these facilities as terms for completing the certification. City Council is asking for more community involvement through an online portal where residents can enter complaints/concerns and be able to access facilities records. Certification requirements which address health and safety and other operational issues will likely benefit the entire region due to the large number of facilities that are currently receive or will receive recycLA material. This certification program ties in all requirements from multiple regulatory agencies to further streamline the process. The City also has more inspectors that will conduct daily inspections. Additionally, the City is working on a more standardized way of facilities' reporting diversion, and the City will have better data on input and output for each RSP and their diversion for each process line. LARA will look into the possibility of sharing the language of these requirements for the certification and use it for individual cities personal use.

IX. CalRecycle Report – Mia Hunt and Primitivo Nuñez

CalRecycle has finalized their review of the 2017 Electronic Annual Report, and a letter was sent to Julie. CalRecycle received the SB 1383 letter from LARA. The Request for Approval (RFA) to end the informal process will be posted no later than December 10, and the official formal rulemaking period will begin in January 2019 and will initiate the 45-day comment period. P. Nuñez reminded members SB 1383 comments submitted during the informal process should be resubmitted them during the 45-day comment period.

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CalRecycle will begin scheduling LARA conferences and site visits. Schedules will be impacted due to staff availability. Compliance enforcement hearings consider jurisdictions for compliance orders. Participation rates are becoming more and more important and are being looked at more closely by CalRecycle. Mia and Nicole recently asked cities for an informal plan which will help when administrators exercise the at-any-time review process. If any gaps are found or if participation is low, CalRecycle is prepared to show how cities' will address those issues. If programs aren't effective, cities need to consider what else they can do. Beginning 1/1/19, the new AB 1826 threshold is businesses that generate 4 cy of any type of waste weekly will be required to recycle organics. Jurisdictions have the option to grant exemptions for businesses generating less than 1/2 cubic yard of organics, but jurisdictions will need to keep track of how many and why businesses were exempted.

X. Treasurer/Charter Member Lauren Ramezani Appreciation – Chair K. Herrera

LARA honored charter member L. Ramezani of Rancho Palos Verdes for her dedication and contributions to LARA since 2004. She will be transitioning to a new role within RPV. She has also served as the LARA Treasurer for a number of years and has provided great leadership in overseeing the LARA's finances. Charter members present: Vanessa Hevener, Hidden Hills, Nady Maechling, long-time LARA Administrator, and Alison Sherman, Torrance. Carol Rowland from Downey will be filling in as the interim Treasurer.

XI. Break – All

XII. Urban Harvester – Linda Hess

Urban Harvester is a non-profit organization that matches edible food donations to end users and organizations based on requirements, needs, and capacity/capabilities to further prevent waste. The organization helps divert food waste and uplift people while working to change the cycle of challenges. Cities need to work with all stakeholders and educate them to prevent food waste from occurring in the first place. They also need to consider and address challenges such as communication, education, and understanding. Businesses and organizations are faced with different mandates and recycling issues which are overwhelming and can contribute to a level of fatigue. Each city has to look at what programs and resources are available to them and how these programs can be utilized. There are many variables to consider when it comes to executing a plan; one strategy is to pool resources together as a region like LARA. Food health and safety requirements are another issue that cities and donors must understand and adhere to. LA County Food Redistribution Initiative (LACFRI) is a platform in which issues with food rescue and donations like food and health safety regulations can be discussed. Ending the cycle of food waste is the key. Excessive composting can indicate an overstock issue or lack of a donation program. On the other end, non-profit agencies may decline food or have to discard donated food due to a short supply of freezers and refrigerators and food-safe transportation. Education before the actual initiation of a plan is most important and Urban Harvest aims to assist businesses with this. Urban Harvester brings organizations to the process of diverting food; does the research to recommend best match tech partners; captures information of efforts; and creates viable, long-term and sustainable plans to become part of your city/organization's regular framework.

XIII. Financial Report

Of the total FY18-19 budget of \$170,114.86, total expenditure so far is \$109,684.38. Total remaining balance to date is \$ \$60,430.48 with \$1,264.86 unallocated. \$50 was moved from the unallocated balance to cover website maintenance fees. LARA members interested in researching potential for using future funds to hire a consultant to create a model food waste program to be used by all LARA members as a template.

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XIV. SB 1383 Updates/Open Discussions – All

No other cities have submitted a comment letter. LARA has the Google shared drive that is available to the cities with resources such as sample letters, comment letters from other cities, and other information. At the start of the formal rulemaking process, new proposed regulations will be released at which point LARA staff will update the SB 1383 fact sheet. City of Los Angeles has submitted their comment letter and LARA will edit the fact sheet once the new proposed regulations in the formal rulemaking period are released.

XV. Administrator Report – J. Jacobe

All membership payments have been received as of October. LARA tour to the American Organics Composting Facility in Victorville has been scheduled for 2/6/19. LARA participated in the 2018 Annual SEED Awards, and LARA members attended the SCWMF conference held in November in Pomona. LARA staff will continue to forward information for any future relevant webinars/workshops. CalRecycle has proposed changes to the County Integrated Waste Management Plan (CIWMP) Enforcement Policy which will address availability of recycling markets when evaluating jurisdictions' compliance. The 2019 CRRA Conference will be held in August 2019 in Rancho Mirage. LARA received customized ads from the Save the Food Campaign which have been placed on a digital billboard provided by the City of Duarte free of charge where the 605 and 210 freeways meet.

XVI. Next Meetings:

- ❖ 2nd Quarter Meeting, Thursday, June 20, 2019, 10:00 am – 12:00 pm, Lynwood
- ❖ 3rd Quarter Meeting, Thursday, September 19, 2019, 10:00 am – 12:00 pm, Lynwood
- ❖ 4th Quarter Meeting, Thursday, December 5, 2019, 10:00 am – 12:00 pm, Lynwood
- ❖ 1st Quarter Meeting, Thursday, March 19, 2020, 10:00 am – 12:30 pm, Lynwood

XVII. Adjournment

Meeting adjourned at 11:58 pm.

Action Items:

1. LARA staff to send City of LA comments on AB 901. **Completed*
2. LARA Staff to arrange LACFRI training by Bernadet Silva. **Completed*
3. LARA Staff to work with Urban Harvester for cost analysis for potential LARA program and costs.
4. LARA Staff to update SB 1383 Fact Sheet when new set of proposed regulations is released. ** Completed*