

# Sustainable Solid Waste Management Future Roadmap Implementation Working Group: Subcommittee Meeting

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Los Angeles County Department of Public Works  
900 S. Fremont Ave, Alhambra CA 91803  
Conference Rooms B & C

Thursday, January 14, 2016  
9:00 a.m. – 11:00 a.m.

## MEETING SUMMARY

### **Welcome and Introductions**

Daniel Lafferty, Public Works

- Attendees were welcomed; participants introduced themselves and shared their green New Year's resolutions.
  - Resolutions included stop buying plastic water bottles, purchase electric/hybrid vehicles, vote for politicians who support green policies, educate significant others on how to recycle correctly. A list of green resolutions can be found on our website.

### **New Meeting Structure**

Vanessa Olivas, Public Works

- After gathering feedback, we have changed the subcommittee meeting structure to be one two-hour meeting, rather than four separate meetings. The entire group will meet together for the first half of the meeting. For the second half, we will break into our four subcommittees to discuss/brainstorm.

### **Implementing Change in 2016**

Carlos Ruiz, Public Works

- Solid Waste Management has evolved over the years. From disposal management, to integrated waste management, to sustainability and zero waste today.
- The Roadmap is an important piece of the County's sustainability efforts and a countywide goal.
- In implementing the Roadmap, Public Works, in coordination with the Working Group and Subcommittees, comprised of over 20 other County departments and agencies, will work cooperatively with residents, businesses, and environmental organizations to achieve the disposal reduction targets outlined in the Roadmap.
- One of our biggest challenges is climate change and its effects on the environment and the economy.

- Over the next few years, the County will focus on gearing up programs, dealing with increasing diversion, Extended Producer Responsibility, Organics Management and Conversion Technologies.
- The Roadmap will lead to improved quality of life, create green jobs, more business opportunities and, of course, bring greater environmental benefits to County residents.

### **Brainstorming Sessions**

- County Unincorporated Communities (CUC) Subcommittee
  - Discussed subcommittee goals for 2016. Possible goals discussed included:
    - Determine the feasibility of an organic waste recycling ordinance. (CUC Strategy 1, Initiatives A2.e and D4, among others)
    - Work with the Outreach and Education subcommittee to prepare outreach materials and increase mechanisms to inform the CUCs of recycling laws. (CUC Strategy 4, Initiatives A5, A6.b, and B8, among others)
    - Identify what is currently measured, what should be measured, and how to get that information with regards to waste management in the CUCs.
      - a. Includes evaluating fiscal impacts of alternative collection methods and source separation vs. facility separation. (CUC Strategy 1, Initiatives C1, C2, C3, and D1 among others)
- Regional/Countywide (R/CW) Subcommittee
  - Discussed the feasibility of preparing a guidance document of the permitting/zoning requirements of Conversion Technologies and other facilities, to facilitate more being built.
    - Information from the County Sanitation District's (CSD) Business Plan was shared. They may be able to assist with this comprehensive list of requirements. (R/CW Strategy 3, Initiatives A1, A2)
  - Discussed ways to encourage more participation from cities at Roadmap meetings.
    - Can start with existing lists of recycling coordinators.
    - CSD Board is made up of Mayors from 78 of the County's 88 cities. (R/WC Strategy 1, Initiative A1, also Strategy 4, Initiative A1c)
  - Discussed outreaching to schools or other Departments with school connections to expand existing programs.
    - Discussion of Ramona School District's "Earth Tub" (San Diego County). (R/WC Strategy 1, Initiatives C1b, C2)
- County Operations (CO) Subcommittee
  - Develop plans, policies, and processes to reduce usage of materials/products in County departments. (Strategy 1, Initiatives A-B)
    - Change employee behavior to go paperless
      - a. Scan paper documents and distribute electronically instead of paper copies - Insert priority tags on all electronic

- records/documents to keep all and to be able to search efficiently.
- b. Migrate procurement and contract processes into electronic systems.
  - Stop developing hard copies of periodical literature and post electronic versions online. (eg: Inside Solid Waste newsletter)
  - Consider adding performance requirements and offering demonstrations of environmentally friendly product alternative to demonstrate its performance and help encourage their use.
- Develop plans, policies, and processes to reduce waste of materials/products in County departments (Strategy 1, Initiatives C-E)
  - Implement material reduction/waste recycling best practices internally and through contracts.
  - Consider holding periodic (quarterly) event for hazardous materials at facilities that hold multiple County departments - Research requirements (handling/transportation permits and licenses) for hazardous waste collection.
  - Outreach to County departments to help coordinate the County Surplus Program with County Departmental Recycling Program.
- Develop policies/processes to track implementation of conservation efforts of materials/products in County departments. (Strategy 2)
  - Periodically delete records/documents according to County retention policies
  - Departments located in the same facility can coordinate to pool funds for contracting with Recycling and Disposal contract County vendors for their facility.
  - Assess waste at County facilities, especially those generating large quantities of food/organics.
  - Distribute Department Recycling Coordinator Survey to departments.
  - Distribute Facility survey to departments - Subcommittee participants' departments submit to subcommittee or Internal Services Department contact info of person in their departments that can be responsible to receive, distribute, and confirm submittal of Facility survey for their department's facilities.
- Develop training/incentives/benefits for County employees to reduce usage and waste of materials/products (Strategy 4)
  - Provide success stories of departments for outreach.
  - Coordinate with Information Technology sections of County departments to insert link to promote Environmental Programs Division (EPD) and Roadmap efforts. (eg: Startup screen for County computers to show links)
  - Insert logo on equipment and literature - such as for email signature blocks, literature, etc.
  - Work with the Chief Executive Office to promote EPD programs and Roadmap efforts through the Office Workplace Programs, which sends a

monthly mass email to all County employees to promote participation in various Countywide programs.

- Outreach and Education Subcommittee
  - Discussed short and long term subcommittee goals:
    - Educate businesses on Bill Emerson Good Samaritan Food Donation Act.
    - Cultivate partnerships with like-minded departments/entities to maximize education and outreach capabilities.
      - a. Workplace Programs, i.e. Wellness Program, Charitable Giving, Rideshare, events at Grand Park, etc.
      - b. Collaborate with other Public Works EPD Division Sections to avoid duplicating efforts.
    - Collaborate with each subcommittee during development of each implementation plan to include an outreach/education component.
    - Create more opportunities for effective communication with businesses and residents through social media.
    - Develop tools and resources to promote sustainable practices for businesses, government agencies/employees, and residents.
      - a. Roadmap brochure
      - b. CDRP brochure/Online FAQs
      - c. Encourage repair instead of replace
  - Next Steps/Action Items:
    - Review and provide feedback on the Roadmap brochure (content and layout).
    - Review and provide feedback on CDRP brochure/Online FAQs.
    - Provide feedback or add to 2016 goals.
    - Set time frames to accomplish short term goals.
    - Compile a list of upcoming conferences or events to disseminate Roadmap information.
    - Research “fix-it” stores.

### **Open Discussion and Next Steps**

- Each Subcommittee will continue to communicate to finalize their goals for 2016. During the February meeting, they will begin developing plans to achieve the initiatives they have established as goals for 2016.

**Next subcommittee meeting is tentatively scheduled for February 4, 2016 at 9:00 a.m.**

## MEETING PARTICIPANTS

Dan Lafferty	Public Works - EPD
Carlos Ruiz	Public Works - EPD
Bahman Hajjialiakbar	Public Works - EPD
<b>County Operations Subcommittee</b>	
Violet O. Contreras	Alternate Public Defender
Crystal Dovalina	County Counsel
Dan Zenarosa	Fire Department
Cecilia Galdones	Health Services
Candelaria Rodarte	Internal Services
Gerald Plummer	Internal Services
Lois Giron	Internal Services
Susana Ortega	Internal Services
Inna Sarac	Medical Examiner - Coroner
Ada Lopez	Probation
Daniel Aceves	Probation
Youn Sim	Public Works - DES
Chris Sheppard	Public Works - EPD
Frank Chin	Public Works - EPD
La Salle Duong	Public Works - EPD
Nilda Gemeniano	Public Works - EPD
<b>County Unincorporated Communities Subcommittee</b>	
Ted Lo	Internal Services
Gerry Villalobos	Public Health
Clark Ajwani	Public Works - EPD
Patrick Holland	Public Works - EPD
Suk Chong	Public Works - EPD
Lupe Carrillo	Public Works - PDD
Connie Chung	Regional Planning
Kristen Holdsworth	Regional Planning
Habib Kharrat	Sanitation Districts

<b>Regional/Countywide Subcommittee</b>	
Gabriel Arenas	Public Works - EPD
Jalaine Madrid	Public Works - EPD
Joe Bartolata	Public Works - EPD
Kawsar Vazifdar	Public Works - EPD
Michael Harmon	Public Works - EPD
Wu Tan	Public Works - EPD
Carlos Slythe	Public Works - EPD
Ingrid Mayer	Public Works - EPD
Dave Czerniak	Sanitation Districts
<b>Outreach and Education Subcommittee</b>	
Mayen Alcantara	Arts Commission
Graciela Suarez	Auditor-Controller
Bernadet Garcia-Silva	Public Health
Angelica Gunderson	Public Works - EPD
Armando C. Aguilar	Public Works - EPD
Bereket Tadele	Public Works - EPD
Jason Jones	Public Works - EPD
Kathy Salama	Public Works - EPD
Larissa Yu	Public Works - EPD
Patrick Kwong	Public Works - EPD
Russell Bukoff	Public Works - EPD
Vanessa A. Olivas	Public Works - EPD
Edna Gandarilla	Public Works - PRG