

CITY OF LOS ANGELES
IRP Steering Group Workshop No. 8
November 5, 2003

MEETING MINUTES

Attendees: See Attached

OPENING REMARKS/WELCOME

Attendees were welcomed, and Diane Gilbert, the Bureau of Sanitation's Regulatory Biosolids Liaison, presented information about the City's Biosolids Environmental Management Systems (EMS) program. Ms. Gilbert reported that the EMS certification is a national, voluntary process sponsored by the Water Environment Federation, the Association of Metropolitan Sewage Agency, and the U. S. Environmental Protection Agency. The City's EMS program was certified as an environmentally safe system on September 4 by an independent auditor. The findings of the audit showed two major non-conformances, one has been corrected and the other is in the process of being corrected. The Steering Group members were invited to participate in the process of identifying and correcting non-conformances that were identified by the auditor, and the Steering Group members were directed to contact any of the IRP staff if they are interested in participating. Copies of the audit findings are available by contacting the Biosolids EMS staff or the IRP staff. Also, the City's EMS program can be viewed on the City's Website at: <http://www.lacity.org/SAN/biosolidsems/index.htm>

The City of Los Angeles was only the second agency in the country that has received this certification. The first agency to receive the certification was the Orange County Sanitation District who received certification one month prior to the City's certification. There are 52 agencies throughout the country participating in the EMS program.

Adel Hagekhalil, the City's IRP Project Director, thanked everyone for attending despite the transit strike and recent fires. Mr. Hagekhalil recognized the IRP and the EMS as important processes in soliciting feedback from the community and giving ownership back to the owners. Mr. Hagekhalil also reported that the City is being recognized for our efforts in enhancing the environment. The EPA recently presented the City with a special recognition award for biosolids management, and the Regional Water Quality Control Board presented the City with three out of the ten water quality awards: one award for leadership, another for innovation, and the other for Education. Mr. Hagekhalil thanked the Steering Group members for their roll in helping the City receive the awards. Mr. Hagekhalil recognized that the City Engineer, Gary Moore, was attending the workshop in response to the feedback we received at the previous workshop. Also in response to the feedback, the IRP established a conference with other departments to discuss the need for coordination of the policies and directions of their departments with the goals of the IRP. The group will continue to meet as needed. The IRP is also continuing to meet with the Los Angeles Unified School District (LAUSD) to discuss ways they can implement some of the sustainability ideas offered in the IRP in the design and construction of their proposed 80 new schools. Recently the LAUSD Board adopted a resolution committing LAUSD to sustainability and to working with us through the IRP process. Mr. Hagekhalil also reported that we are scheduling IRP presentations to the 7 Teamwork LA

Neighborhood Service Cabinet Meetings in November and are continuing to schedule IRP presentations to the Neighborhood Councils.

REVIEW OF WORKSHOP 8

Paul Brown, the IRP workshop facilitator, briefly reviewed the agenda for Workshop 8 and informed the attendees that the presentation will be given simultaneously in three separate rooms to accommodate three times the questions and to receive better feedback from smaller, more intimate groups. The color of sticker they received at sign-in (Red, Green, or Blue) indicates to which presentation room they are assigned. Mr. Brown also informed the group that since the material is so complex, that there would be a refresher course the following week where more questions/concerns can be addressed after they have had a chance for the material to sink-in. The attendees were directed to proceed to their respective room and were informed that all three groups will reassemble at the end of the workshop to discuss the results of each group.

ASSEMBLE INTO GROUPS

On November 5, there were three simultaneous presentations given to the three respective groups: red, green, and blue. On November 13, the presentation was given to a fourth group (yellow) at the Workshop No. 8 supplemental/make-up session. Please see Attachments C and D to see who attended each presentation. A copy of the presentation slides with the speaker notes included was sent to all Steering Group members. Please refer to the speaker notes to read the material presented to each group. All of the questions voiced in each group and the corresponding responses are recorded in the Feedback Report (Attachment B) under the respective group color.

REASSEMBLE

The three groups were reassembled and the feedback that was received in each group was summarized before the entire reassembled group. See Attachment A for a summary of the reaction comments from each group.

WRAP-UP

It was announced that there would be a supplemental one-on-one session on Thursday, November 13, 2003 from 10:00 a.m. to 12:00 p.m. to allow the Steering Group members to provide feedback and to discuss any follow-up questions/concerns they may have about the material presented at Workshop No. 8. A make-up presentation was also given on November 13 (the yellow group). A comment form was pass-out where the Steering Group members could provide their comments by mail, email, fax, or turn in at the November 13 supplemental session. The comments were due on November 26.

ATTACHMENTS

- Attachment A – Steering Group Reaction Comments – All Groups
- Attachment B - Feedback Report - All major questions voiced during the workshop and all groups are addressed in the Feedback Report.
- Attachment C – Steering Group Attendance list
- Attachment D – Staff Attendance list