

Pomona Waste & Recycling Task Force
January 21, 2015, 5:00 PM-6:30 PM
Pomona City Hall, 2nd Floor Conference Room
Meeting Minutes

Meeting was called to order at 5 pm. The following were in attendance:

Julie Carver, Tim Sandoval, Tom Hsieh, Mark Lazzaretto, Joseph Williams, Byron Prewitt, Meg McWade, Victor Caceres, Ingrid Gutierrez, John Mendoza, Kyle Brown, Greg Davis (guest).

It was noted that Adriana Pinedo, Linett Luna, Chris Tucker, and Mike Suarez had notified the committee about their inability to attend. It was also noted that several members needed to leave before the end of the meeting due to other obligations.

1. Volunteer for meeting minutes for this meeting

Kyle Brown volunteered to take minutes for this meeting.

2. Adoption of past meeting minutes – December 18 and January 7 meetings

It was agreed that adoption of past meeting minutes would be delayed until the next meeting.

3. Review of tonight's agenda – addition of any new items?

Mr. Greg Davis from LA County Fire visited the committee as an invited guest to share an update on the construction of the Valley Vista Waste Transfer Facility. Mr. Davis described the main building as approximately 35 feet in height, and consists of a floor where waste trucks would drop their loads, as well as a subterranean loading bay, where larger trucks would enter the structure on one side; receive loads destined for landfill, and exit out the opposite side of the structure. Byron Prewitt clarified that these trucks often operate in almost a continuous chain, during peak operation. Mr. Davis believed they were working on the office section of the main building, as well as the construction of a smaller maintenance building. He said that most of the construction is focused on the 9th St. side of the property. Most recently, he was involved in inspecting the underground fire lines, and the big question still in his mind was how the subterranean sprinkler systems were going to be handled.

Mr. Davis was asked about timeframe for completion of the project, and he did not have any information about that.

The committee discussed general fire issues with these facilities. Mr. Davis reported that the transfer station in the City of Industry usually has a couple of fires per year. Causes could be various, but may include sparks from metal equipment scraping floors, etc. Mr. Davis described

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these types of fires as particularly challenging, because they must push the trash outside, spread it out and put water on it, which can take a long time to fully extinguish.

Tom Hsieh asked Mr. Davis for input on what fire issues he thought the committee should be aware of with regard to these transfer facilities. Mr. Davis' major concern was the cleanliness of the facility.

Joe Williams asked about the requirement of a fire prevention plan for this or similar facilities. Byron Prewitt stated that this is not typically required, but that an escape plan for inhabitants is required.

Mr. Davis said heat is not usually why fires in these facilities are called in- and they don't trip sprinklers. Rather "cool" smoke makes it impossible to operate, so workers call it in.

Julie Carver clarified that the operator is required to move trash out of this facility in a timely manner. Tom asked if city inspection would be needed to ensure the floor is clean every night. Mark confirmed this would be part of the agreement enforcement.

Mr. Davis clarified that from LA County Fire, engine companies will inspect the facility once per year. Three engine companies service this facility, so this "site familiarization" inspection will occur three times per year. In addition, an annual fire prevention inspection will be provided once per year. Mr. Prewitt said that if engine companies see something unexpected in their site familiarization inspections, they refer it inspectors for investigation.

Tim thanked Mr. Davis for his time.

4. Discussion of logistics for February 19th public meeting

It was clarified that there was an error on the meeting agenda. The public meeting is scheduled for February 19th, not February 20th.

Tim Sandoval confirmed we will have the meeting at the Boys and Girls Club. There will be tables and chairs provided by the Club. The club can provide about 50 chairs. Tim said his organization can contribute about 100 chairs, to ensure enough. PA system will be provided by the Boys and Girls Club.

Time from 7-9 pm. Question was asked if that was too long. 7-8:30 was discussed as an alternative. Victor suggested we agendaize and publicize 7-8:30. Ingrid asked if we should have an open doors time so we start promptly. It was agreed that we should plan on a 90 minute agenda.

Tim asked about refreshments. coffee, sweet bread, etc. for the event. Victor agreed to ask Adriana about fruit or other options. Tim said he'd be happy to contribute something.

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Tim mentioned that we are going to need to set up and asked when we should arrive to get ready. Victor said a lot could be set up by his crew at 5 pm if he has the chairs. Tim proposed that we all plan to be there by 5:30 to make it happen. It was agreed by the group.

It was stated we would need sign-in sheets to capture contact info of participants, nametags, agendas and possibly other handouts. The Community Engagement Subcommittee agreed to take responsibility for providing these materials.

5. Talking points for February 20th public meeting

General discussion was had about what the agenda for the meeting should be. After discussions about recollections from past meetings, The following agenda was agreed upon. Individuals noted in each agenda item, agreed to draft an outline for that item by January 28th, and distribute to the committee via Google Drive, for input and finalization at our February 4th Meeting. At that time, specific responsibilities for presenting/facilitating each item would be determined.

- 1. Basic Welcome and Introduction - what the purpose of the task force is - emphasize how much we value their time and input. (10 minutes). (MEG WILL DRAFT OUTLINE)*
- 2. Issues being considered - and hoped impacts on existing and new business in this sector - based on a summary of key impacts we have identified. The purpose is to frame the small group discussion (10 minutes) (KYLE WILL DRAFT OUTLINE)*
- 3. Facilitation at the tables to get input and dialogue among community members. It was suggested an ideal small group size would be 6-8 people, and that we should plan for 50 participants (8 groups) and adjust accordingly if we get more participation. Tim proposed the next meeting would spend time prepping. Joe suggested having a common guide. Tim said tablets could be used to share points. Some groups will be Spanish language and other in English, so guide will need to be translated. (40 minutes) (TIM WILL DRAFT OUTLINE AND FACILITATION GUIDE)*
- 4. Small groups sharing back. Depending on number of groups, each table will be asked to prioritize items to share back to the larger forum. (20 minutes) (TIM WILL DRAFT OUTLINE)*
- 5. Outlining Next Steps. Describing where we go from here, including the timeline. It was agreed it was important to alert participants to our meetings and upcoming planning commission hearing (10 minutes). (MARK AND JULIE WILL DRAFT OUTLINE)*

The issue of translation was discussed, and it was agreed that we should provide real-time Spanish translation for all components of the agenda, with small group breakout (#3) being provided in separate English and Spanish language tables. As such, we should plan our content for all items except #3 to utilize only half the time, to allow for translation. It was discussed that Linett, Adriana and Ingrid may be able to provide translation.

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Tim concluded that our next meeting would be February 4th, 5:00 – 6:30 pm.

6:35 – Meeting was adjourned.

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