

Safe, Clean Water Program

Upper San Gabriel River Watershed Area Steering Committee (WASC)



Meeting Minutes:

Wednesday, December 9, 2020
1:00pm - 3:00pm
WebEx Meeting

Attendees

Committee Members Present:

Julian Juarez (LA County Flood Control District)
Tom Love (Upper San Gabriel District)
Kelly Gardner (Main San Gabriel Basin)
Kristen Ruffell (Sanitation Districts)
Sean Woods* (Los Angeles County Parks and Recreation)
Bob Huff (Huff Strategies)
Bryan Urias (Former USGVMWD Board Member)
Debbie Enos (Watershed Conservation Authority)

Ed Reyes (Ed P. Reyes & Associates)
David Diaz (Active SGV)
John Beshay (Baldwin Park)
Kevin Kearney* (Bradbury)
Alison Sweet (Glendora)
Joshua Nelson (Industry)
Fernando Villaluna* (LA County)
Julie Carver (Pomona)
Lisa O'Brien (La Verne)

Committee Members Not Present:

None

*Committee Member Alternate

See attached attendance report for the full list of attendees

1. Welcome and Introductions

Mr. Joshua Nelson, Chair of the Upper San Gabriel River (USGR) WASC, called the meeting to order. The District conducted a roll-call, and quorum was established.

2. Approval of Meeting Minutes from October 28, 2020

The District provided a copy of the meeting minutes from the previous meeting. Mr. Nelson asked the committee member for comments or revisions. Mr. Bryan Urias made a motion to approve the meeting minutes with Ms. Kristen Ruffell seconding this motion.

The Committee voted to approve the meeting minutes from October 28, 2020 (17 Yes, unanimous).

3. Committee Member and District Updates

Ms. Melanie Morita (District) provided the District update noting: the launch of the Safe Clean Water (SCW) Portal and Dashboard, the Scoring Committee has begun scoring projects, all municipal transfer agreements have been sent out and the District has begun receiving annual plans, all regional transfer agreements are now out and the District has begun receiving scopes of work, and program reporting will likely begin in July.

4. Ex Parte Communication Disclosures

Mr. David Diaz disclosed participation in SCW discussions during Our Water LA meetings.

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5. Public Comment Period

No public comments received.

6. Discussion Items:

a) Watershed Coordinator Selection

i) Process Overview

During the interview process, District staff will read each interview question and have it presented on the screen. Each Watershed Coordinator (WC) will be allowed 20 minutes to answer all the questions. District staff will manage a timer and provide a time remaining reminder to the interviewees at the end of the interview and then 10 minutes will be allowed for follow up questions and answers. Committee members were sent the set of WC interview questions, note-taking sheet, the WC roles/responsibilities, and each WC's Statement of Qualifications (SOQs). It is important to write notes to remember critical information when voting at the next meeting, or should the Committee member present at today's meeting not be present at the following meeting (in this case, the meeting notes should be passed onto the alternate member). If any of the Committee members have a financial interest in any of the WC interviewees, these Committee members must recuse and remove themselves from the WC selection process. For WC applicants that did not meet the scoring threshold, debriefing meetings have already been scheduled with LA County Public Works' Contracts Division.

Ms. Carver asked if there is conflict of interest if one of the interviewees is currently a consultant for their organization. Mr. Nelson clarified that this would not be a conflict of interest because she has no financial interest in the company.

Mr. Nelson asked how many WCs were assigned to the USGR watershed area. Ms. Morita confirmed that USGR has one WC in their approved Stormwater Investment Plan (SIP).

Mr. Urias asked who would be reading the interview questions. Ms. Morita clarified she would be reading the interview questions and Mr. Nelson clarified that the committee members would have 10 minutes after the interview portion to ask questions.

ii) Interview

The following firms and respective presenters conducted the Watershed Coordinator interviews by answering all the interview questions and individual WASC member questions.

(1) Richard Watson & Associates Inc. – Richard Watson

WASC individual members with specific questions after the interview were Mr. Diaz and Mr. Ed Reyes.

(2) Environmental Outreach Strategies – Arlene Guzman and Adi Liberman

WASC individual members with specific questions after the interview were Mr. Nelson and Mr. Diaz.

(3) CASC Engineering and Consulting – Ed Suher

WASC individual members with specific questions after the interview were Mr. Diaz and Mr. Urias.

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7. Public Comment Period

No public comments received.

8. Meeting Schedule

Per the last WASC meeting, due to scheduling conflicts, another poll will be sent out after the December 10, 2020 meeting. The poll will use January as template for the committee members to provide monthly reoccurring availability.

9. Items for next agenda

The next December 10, 2020 meeting will continue WC Selection with three interviews.

Mr. Diaz asked if the WC scores used to determine the qualified list for interviews will be shared. The District noted they will discuss with the County contracts division on the topic and will let the WASC know.

10. Adjournment

Mr. Nelson thanked WASC members and public for their attendance and participation, extended a final call for comments before adjournment, and adjourned the meeting.

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		Quorum Present				Voting Item
Member Type	Position	Member	Voting?	Alternate	Voting?	Approve 10/28 Meeting Minutes
Agency	FCD	Julian Juarez	X	Carolina Hernandez		Y
Agency	Upper San Gabriel District	Tom Love	X	Robert O. Tock		Y
Agency	Main San Gabriel Basin	Kelly Gardner	X	Tony Zampielo		Y
Agency	Sanitation Districts	Kristen Ruffell	X	Martha Tremblay		Y
Agency	Los Angeles County Parks and Recreation	Alina Bokde		Sean Woods	X	Y
Community Stakeholder	Huff Strategies	Bob Huff	X			Y
Community Stakeholder	Former USGVMWD Board Member	Bryan Urias	X	Brian Villagomez		Y
Community Stakeholder	Watershed Conservation Authority	Debbie Enos	X	Jane Tsong		Y
Community Stakeholder	Ed P. Reyes & Associates	Ed Reyes	X	Miguel Luna		Y
Community Stakeholder	Active SGV	David Diaz	X	Wesley Reutimann		Y
Municipal Members	Baldwin Park	John Beshay	X	Mark Persico		Y
Municipal Members	Duarte	Amanda Hamilton		Kevin Kearney	X	Y
Municipal Members	Glendora	Alison Sweet	X	Sharon Gallant		Y
Municipal Members	Industry	Joshua Nelson	X	John Di Mario		Y
Municipal Members	Los Angeles County	Paul Alva		Fernando Villaluna	X	Y
Municipal Members	Pomona	Julie Carver	X	Fabian Aoun		Y
Municipal Members	La Verne	Lisa O'Brien	X	Shari Garwick		Y
Total Non-Vacant Seats		17			Yay (Y)	17
Total Voting Members Present		17			Nay (N)	0
Agency		5			Abstain (A)	0
Community Stakeholder		5			Total	17
Municipal Members		7				Approved

Attendance
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Adi Liberman	John Beshay
Alexander Iglesias Rosales	Joshua Nelson
ALISON Sweet	julian juarez
Annelisa Moe	Julie Millett
April Mendez	Julie Carver
Arlene Guzman	Justin Jones
Aydin pasebani	Katherine Pease
Ben Shorofsky	katie m
Bob Huff	Kelly Gardner
Bryan Urias	Kevin Kearney
Carlos Moran	Kirk Allen (LACFCD - SCWP Staff)
Clarasophia Gust	Kristen Ruffell
Cynthia Gabaldon	Lisa O'Brien
D Ready	Lynda Bybee
David Diaz	Melanie Morita
David Angel	Miguel Luna
David Anderson	Mikaela Randolph
Debbie Enos	Mike Antos
Donald Lee	Nancy Shrodes
Ed Reyes	Nathan Towlerton
Ed Suher	Oliver Galang
Elizabeth Ruedas	Paul Glenn
Eve Flore	Richard Watson
Fabian Aoun	Ryan Kearns - CWE
Fernando Villaluna	Sarah Chang
G A	Sean Woods
Grace Kast	Sharon Gallant
Guadalupe Duran-Medina	Tom Love
James Cramsie	Tori Klug
Jennifer Amarant	WAQAS REHMAN
Jim Sparber	