

# Safe, Clean Water Program

## South Santa Monica Bay

### Watershed Area Steering Committee (WASC)

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#### **Meeting Minutes:**

Wednesday, January 6, 2021  
10:00am - 12:00pm  
WebEx Meeting

#### **Attendees**

##### Committee Members Present:

EJ Caldwell (West Basin)	Julio Gonzalez (Carson)
Lyndsey Bloxom*(Water Replenishment District)	Susie Santilena (LA)
Kristen Ruffell (Sanitation Districts)	TJ Moon (LA County)
Darryl Ford* (Los Angeles Rec & Park)	John Dettle (Torrance)
Craig Cadwallader (Surfrider)	Stephanie Katsouleas (Manhattan Beach)
Guang Yu Wang (SMB Restoration Commission)	Ken Rukavina (Palos Verdes)
Wendy Butts (LA Conservation Corps)	

##### Committee Members Not Present:

Cung Nguyen (LA County Flood Control District)  
Hany Fangary (Fangary Law Group)  
Heecheol Kwon (Hawthorne)

\*Committee Member Alternate

See attached sign-in sheet for full list of attendees

#### **1. Welcome and Introductions**

Kristen Ruffell, Chair of the South Santa Monica Bay WASC, called the meeting to order.

All committee members made self-introductions and a quorum was established.

#### **2. Approval of Meeting Minutes from December 16, 2020**

The District provided a copy of the meeting minutes from the previous meeting. Kristen Ruffell asked the committee members for comments or revisions.

Craig Cadwallader made a motion to approve the meeting minutes. John Dettle seconded the motion. The Committee voted to approve the meeting minutes. (Approved, see vote tracking sheet).

#### **3. Committee Member and District Updates**

Kirk Allen provided the District update, noting: Scoring Committee (SC) is actively meeting to score Infrastructure Program (IP) Projects, scoring of projects will conclude on January 12, 2021 except for projects requiring additional information for scoring purposes. Project's full schedule of official scoring is available for review on the Safe, Clean Water Program (SCWP) website. For those projects that are scored, project applicants will be notified and requests for presentations will begin to be scheduled once confirmed for South Santa Monica Bay (SSMB) WASC. Additionally, Watershed Coordinator (WC) final interviews for the SSMB WASC are scheduled for today. The Committee will have the option to vote for WCs with a possible onboarding date of March 2021. Kirk Allen also mentioned that the Regional Oversight Committee (ROC) meeting is scheduled for January 28, 2021. It is anticipated that the ROC will discuss Water Supply Benefits and prioritization of Nature-Based Solutions. On February 25, 2021 the ROC will also discuss

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Disadvantaged Community Benefits and Community Engagement guidance to assist applicants and committee members in understanding and applying the program guidelines.

The SCWP's Reporting module is in development, which will serve project applicants and cities with their annual and/or quarterly reporting.

As a reminder to Municipalities, if you have not returned your executed Transfer Agreements, the District requests that you return those as soon as possible, as well as, the Annual Plans, authorizations and any other requested documents. As for the Regional Program funding Transfer Agreements, all project applicants should have received the agreements, which should have been executed and returned, including CEQA determination documents (if applicable), to the District. Finally, to the Committee, if alternates have changed within your organization please communicate this to the District so that these changes are recorded and the new alternates can be onboarded.

Guang Yu Wang asked about the voting selection process sheet and if it was provided. Kirk Allen referenced the link on the agenda and stated he will go over the process at item 7. Guang Yu Wang also asked for a timeline and/or target date for the Stormwater Investment Plan (SIP) adoption. Kirk Allen advised that the goal is to have Board approval by June 30, 2021 or an early July 2021 date.

Craig Cadwallader noted that the home page to the SCWP website has an overlap of images and asked the District to have those issues resolved. Kirk Allen acknowledged the comment and would inform the website's webmaster.

#### **4. Public Comment Period**

No public comments received.

#### **5. Discussion Items:**

##### **a) Ex Parte Communication Disclosures**

No Ex Parte Communication Disclosures received.

##### **b) 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 potential 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 link to any of the WC interviewees, these Committee members must recuse 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.

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#### ii) Interview

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

##### (1) Fresh Coast Capital, LLC dba Greenprint Partners

WASC individual members with specific questions after the interview were Susie Santilena, Ken Rukavina, and Darryl Ford.

##### (2) S. Groner Associates Inc.

WASC individual member with specific questions after the interview was Susie Santilena.

#### **6. Public Comment Period**

No public comments received.

#### **7. Voting Items:**

##### a) Selection of Watershed Coordinator for the South Santa Monica Bay Watershed Area

Kristen Ruffell opened the floor to the Community and Committee members for discussion on which WC applicant would best serve SSMB WASC.

Craig Cadwallader suggested Heal the Bay for Committee consideration based on their superior work and familiarity with Santa Monica Bay and their focus on social justice and watershed related concerns.

Susie Santilena commented that it is important to select a WC that is rooted in the community and has a clear understanding of SSMB's unique and diverse landscape and the different watershed management groups. In addition to their abilities and expertise in project development, the WC needs to fully understand the local water regulations and be fully aware of potential conflicts while coordinating the watershed and when applying for funding for projects and studies.

Guang Yu Wang commented that the WC needs to be rooted in the community and possess knowledge of the watershed; be especially understanding of characteristics of waterfall effects and challenges, have a combination of expertise in communication and product development understand water regulations, and have solutions to water quality issues. Guang Yu Wang also shared his top three selections: Heal the Bay, Environmental Studies, and S. Groner & Associates.

Julio Gonzales requested clarification before making his WC selection in regard to conflicts of interest. Specifically, if a WC will be conflicted when applying for funding for other projects. Kirk Allen noted that WC applicants were provided with a Conflict of Interest Addendum as part of the solicitation package. The Addendum addresses conflicts of interest and limitations for the WC. If a WC is selected for this watershed area, they would be precluded from applying for projects and funding in this watershed area.

Kristen Ruffell requested further clarification on the conflicts of interest as it pertains to a WC being precluded from assisting a named applicant if the WC is from named entity. Kirk Allen noted that the SSMB WASC should identify such situations and consider the WC as an individual pursuing this position. The District's counsel has addressed in a several page document the various conflicts of interest scenarios. If there's a particular situation not addressed in this document, it is recommended that County Counsel be contacted for guidance.

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Craig Cadwallader requested confirmation on the disclosure to all WC applicants of the restrictions for applying for grants and that the WC applicants fully understood such disclosures before presenting to the Committee. Kirk Allen confirmed.

Kristen Ruffell began the voting process after asking Committee members if they were ready to move forward with the voting process.

John Dettle made motion to vote. Craig Cadwallader seconded the motion. District staff facilitated a roll call vote. The SSMB WASC voted with a 9-vote majority for Heal the Bay as their primary choice. S. Groner & Associates as 1<sup>st</sup> alternate choice with a 11-vote majority and Environmental Outreach Strategies as 2<sup>nd</sup> alternate choice with a 11-vote majority. (See vote tracking sheet).

#### **8. Meeting Schedule**

a) 1<sup>st</sup> Wednesday, 10AM-12PM (place holder from February to April 2021)

1<sup>st</sup> Wednesday meeting schedule has been changed due to scheduling conflicts for the majority of the Committee members. New meeting time:

- **1<sup>st</sup> Wednesday, 2–4PM** (place holder from February to April 2021)

b) 3<sup>rd</sup> Wednesday, 1-3PM (ongoing)

#### **9. Items for next agenda**

a) Presentation from FY21-22 Project Applicants

Kirk Allen noted that all applicants have been provided with a standard presentation slide deck. Solicitations for presentations have been requested and will begin to confirm availability of applicants in the SSMB Watershed Area prior to January 20, 2021 meeting with Committee coordination. Kristen Ruffell asked for a copy of the presentation slide deck for review purposes and to provide feedback to the District. Kirk Allen advised that a copy will be provided and that the District is available to discuss content.

#### **9. Adjournment**

Kristen Ruffell thanked WASC members and public for their attendance and participation, and adjourned the meeting.

**SOUTH SANTA MONICA BAY WASC MEETING - January 6, 2021**

Member Type	Organization	Quorum Present			Voting Items		Primary Choice					1st Alternate			2nd Alternate					
		Member	Voting?	Alternate	Voting?	Meeting Minutes	Voting Item 7a (Primary Heal The Bay, 1st Alternate SGA, 2nd Alternate EOS)	S Groner Associates Inc	Fresh Coast Capital, LLC dba Greenprint Partners	Environmental Outreach Strategies	Heal The Bay	Richard Watson & Associates Inc	S Groner Associates Inc	Fresh Coast Capital, LLC dba Greenprint Partners	Environmental Outreach Strategies	Richard Watson & Associates Inc	Fresh Coast Capital, LLC dba Greenprint Partners	Environmental Outreach Strategies	Richard Watson & Associates Inc	
Agency	LACFCO	Cung Nguyen		Carolina Hernandez																
Agency	West Basin MWD	E.J. Caldwell	X	Alex Heide		Y			X					X				X		
Agency	Water Replenishment District	Diane Gatzka		Lyndsey Bloxom	X	A				X		X						X		
Agency	LAC Sanitation District	<b>Kristen Ruffell</b>	X	Mike Sullivan		Y			X			X						X		
Agency	LA Recreation & Parks	Cathie Santo Domingo		Darryl Ford	X	Y		X				X						X		
Community Stakeholder																				
Community Stakeholder	Surfrider Foundation South Bay	<b>Craig Cadwallader</b>	X	Mary Simun		Y	1st			X		X						X		
Community Stakeholder	Santa Monica Bay Restoration	Guang Yu Wang	X			Y				X		X						X		
Community Stakeholder	Fangary Law Group	Hany Fangary		Justin Massey																
Community Stakeholder	Los Angeles Conservation Corps	Wendy Butts	X	Bo Savage		Y				X		X					X			
Municipal Members	Carson	Julio Gonzalez	X	Maria E. Williams-		A				X				X			X			
Municipal Members	Los Angeles	Susie Santilena	X	Ilene Ramirez		Y				X		X						X		
Municipal Members	LAC Public Works	TJ Moon	X	Thuan Nguyen		Y				X		X						X		
Municipal Members	Torrance	John Dettle	X	Wilson Mendoza		Y	2nd	X				X						X		
Municipal Members	EWMP: Beach Cities	Stephanie Katsouleas	X	Shaw Igoe		Y				X		X						X		
Municipal Members	EWMP: Dominguez	Heecheol Kwon		Mitchell Wagner																
Municipal Members	EWMP: Peninsula	Ken Rukavina	X	David Wahba		Y		X				X						X		
Total Non-Vacant Seats		16				Yay (Y)	11	0	3	0	1	9	0	11	0	2	0	2	11	0
Total Voting Members Present		13				Nay (N)	0	0												
Agency		4				Abstain (A)	2	0												
Community Stakeholder		3				Total	13	0												
Municipal Members		6				Approved		Not Approved												

**Other Attendees**

- A M
- Annelisa Moe
- April Mendez
- Benjamin Shorofsky
- Brenda Morales
- Christine McLeod
- Gregor Patsch
- Heather Curtis
- Ilene Ramirez
- Jacqueline Mak
- Jacqueline McMillen
- Jon Abelson
- Katherine Pease
- Kathleen McGowan
- Kimberly Henry
- Lena Nguyen
- Melina Watts
- Mercedes Passanisi
- Michelle Staffield
- Michelle Struthers
- Nate Schreiner
- Paul Glenn (GHD)
- Richard Watson
- Sarah Chang
- Shelley Luce
- Stephen Groner
- Taraneh.nik-khah
- Thuan Nguyen
- Wilson Mendoza
- Carlos Moran
- D Ready
- Jim Sparber
- Sarai Bhaga
- Shahram Kharaghni
- Shawn Igoe