



300 S. IMPERIAL AVE., SUITE 6
EL CENTRO, CA 92243-2875
PHONE: (760) 337-4537
FAX: (760)337-3184

**IMPERIAL VALLEY RESOURCE MANAGEMENT AGENCY (IVRMA)
TECHNICAL ADVISORY COMMITTEE (TAC) MEETING**

AGENDA

DATE: Thursday, April 27, 2023
TIME: 3:00 p.m.
LOCATION: ICTC Offices (Hybrid)
1503 N. Imperial Ave., Ste. 104
El Centro, CA 92243

Zoom meeting information is as follows.

<https://us06web.zoom.us/j/81232462070?pwd=cDVReTVVeTM1Vkw3UFDkWjJ0UHZEZz09>

Dial:(669)900-9128

Meeting ID: 812 3246 2070

Passcode: 224873

Chairperson: City of El Centro

Vice-Chair: City of Brawley

Individuals wishing accessibility accommodations at this meeting, under the Americans with Disabilities Act (ADA), may request such accommodations to aid hearing, visual, or mobility impairment by contacting ICTC offices at (760) 592-4494. Please note that 48 hours advance notice will be necessary to honor your request.

PUBLIC COMMENTS

Any member of the public may address the Committee for a period not to exceed three minutes on any item of interest not on the agenda within the jurisdiction of the Committee. The Committee will listen to all communication, but in compliance with the Brown Act, will not take any action on items that are not on the agenda.

DISCUSSION/ACTION/INFORMATION ITEMS

1. INTRODUCTIONS

2. MARCH 23, 2023, MINUTES, REVIEW/DISCUSSION/*ACTION* (Pgs. 3-5)

3. EAR REPORTING SOFTWARE & PRICING PRESENTATION/DISCUSSION
By IVRMA Staff/MINERVA CONSULTANTS

4. SOFTWARE FIRMS' PRICING COMPARISON PRESENTATION/DISCUSSION
By IVRMA Staff

IVRMA TAC MEETING AGENDA |2

5. **GLANCE AT MEMBERSHIP BUDGET FY 23-24** PRESENTATION/DISCUSSION
By IVRMA Staff
6. **EAR REPORTING FINAL TEMPLATE DEMO** PRESENTATION/DISCUSSION
By IVRMA Staff
7. **IVRMA UPDATES** DISCUSSION
By IVRMA Staff
8. **MEMBER ROUNDTABLE** DISCUSSION
By All
9. **GENERAL DISCUSSION** DISCUSSION
By All
10. **ADJOURNMENT** *ACTION*

The next IVRMA TAC meeting is scheduled for Thursday, May 25, 2023. For questions or comments, please call Maricela Galarza at (760) 996-0972, or email me at maricelagalarza@imperialctc.org.

**CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL,
WESTMORLAND, AND COUNTY OF IMPERIAL**



300 S. IMPERIAL AVE., SUITE 6
EL CENTRO, CA 92243-2875
PHONE: (760) 337-4537

**IMPERIAL VALLEY RESOURCE MANAGEMENT AGENCY (IVRMA)
TECHNICAL ADVISORY COMMITTEE (TAC)**

DRAFT MINUTES

March 23, 2023

Present

Quorum Attendees:

| | |
|-----------------|------------------------------|
| Abraham Campos | City of El Centro |
| Frank Pacheco | City of El Centro |
| Cedric Ceseña | City of El Centro |
| Jose Castañeda | Imperial County Public Works |
| Janette Govea | Imperial County Public Works |
| Lily Falomir | City of Calexico |
| Nick Wells | City of Holtville |
| Marco Coronel | City of Imperial |
| Phillip Ramirez | City of Brawley |
| Omar Cabrera | City of Brawley |
| Ana Gutierrez | City of Brawley |

Attendees:

| | |
|---------------------|--|
| David Aguirre | IVRMA-ICTC |
| Maricela Galarza | IVRMA |
| Atenea Leal | IVRMA |
| Clarissa Delgadillo | IVRMA |
| Natalie Kiyasu | Recyclist Group |
| Vanessa Alvarizarez | Imperial County Public Health Department (ICPHD) |
| Corina Ojeda | Imperial County Public Health Department (ICPHD) |

1. Mr. Campos called the meeting to order at 3:03 p.m. **A quorum (in person) was not present.** Introductions were made.
 - Hybrid meeting
2. Minutes were reviewed for February 23, 2023, and no comments or changes were requested. Minutes were not adopted due to a lack of in-person participation for a quorum.
3. SB1383 Reporting Software Quote.
 - Ms. Galarza presented TAC members with the Recyclist Group pricing on the EAR Reporting Software.
 - Mr. Campos asked if references were contacted for the services that were provided to other similar locations.
 - Mr. Aguirre mentioned that IVRMA staff will contact references to ask about their experience and if services meet their needs for reporting.

- Mr. Gray mentioned that there is another company that San Diego County works with, named MINERVA, which deals with similar reporting software.
 - Information Noted. Ms. Galarza will reach out to get more information on the services/software that MINERVA offers along with pricing. A cost comparison will then be developed for both companies once received.
 - TAC members requested to be provided with a few budget options for the upcoming fiscal year, including Consulting services for the Capacity Plan project and reporting software.
4. EAR Reporting Template.
- Ms. Galarza presented TAC members with a working EAR Jurisdiction Reporting Template. Ms. Galarza mentioned that the template is close to being finalized and will then be forwarded to all jurisdictions for the collection of data. CalRecycle official deadline is the 1st of August, therefore jurisdictions will be asked to submit data by July 15, 2023, to provide IVRMA staff enough time to compile and enter data into the Calrecycle software system.
 - Mr. Campos asked if a demonstration of the reporting template can be performed for members once complete.
 - Request Noted. Ms. Galarza will give a demonstration to get the jurisdictions familiar with the template that will be utilized for the upcoming EAR reporting period.
5. IVRMA updates.
- Ms. Galarza stated that she has reached out to jurisdictions to work on updating the current resolutions. Ms. Galarza mentioned that an HHW grant will become available to apply for in the spring and one of the requirements was that the resolutions could not be more than five years old. It was encouraged to begin the process so that IVRMA would not miss out on any future grant opportunities.
 - Ms. Galarza mentioned that IVRMA is currently working on applying for the Tire Amnesty Grant (cycle 7) from Calrecycle and has reached out to all jurisdictions requesting a Letter of Authorization (LOA). She thanked the jurisdictions that have provided their LOA and encouraged the rest of the jurisdictions to assist with this task for the submission of the grant application.
- Ms. Delgadillo provided the following updates.
- IVRMA outreach and coordinating staff participated in 10 events for March. Two are city clean-up events with the City of Westmorland and Heber, and seven are community outreach events located in the cities of Calexico, Calipatria, Niland, Heber, El Centro, and Salton City. During the attended event, various education and information are provided to residents. In essence, some cities are waived from organic waste collection, targeted outreach, and materials are provided.
 - IVRMA has initiated community clean-up events which consist of outreach staff setting up a booth with information on all of IVRMA programs/services and simultaneously collecting a variety of waste (e.g., HHW, tires, oil, etc.) during the event. There is one set to occur on Saturday, March 23, 2023.
 - Staff is currently working on providing businesses an EFG letter providing them information on the requirement for SB 1383, focusing on the cities of El Centro,
 - Staff will also be conducting a food waste presentation at Central Union High School. Staff is coordinating with Vanessa from the Calfresh Healthy Living Program.
6. Member Roundtable:
- Mr. Pacheco mentioned that IVRMA, CR &R, and the City of El Centro should register early for next year's event so the opportunity to be located in the Preble building. There would be a lot more volume of outreach and education provided and would benefit all parties.
 - Mr. Campos showed gratitude towards IVRMA's collaboration with CR &R and the City of El Centro during the Children's Fair.
 - Mr. Gray recommended developing a letter that responds to the approval of a waiver for properties.

There have been more recent requests in the City of El Centro, but as a regional effort, it would benefit from providing an official letter for all approvals. Mr. Gray will investigate if CR&R corporate office has one in place and will forward it.

- Mr. Campos suggested that Mr. Gray should forward the draft template to IVRMA as it could be something the agency can assist with.

7. General Discussion

- None

8. Adjournment

- Mr. Campos adjourned the meeting at 3:48 p.m.
- The next meeting will be held on Thursday, April 27, 2023, at the Imperial County Transportation Commission Office, 1503 N. Imperial Ave., Suite 104, El Centro, CA 92243.