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

**AGENDA**

**DATE:** Thursday, June 22, 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/89172160551?pwd=ZFlkWXFsYXo2Y01aNUtKOVQ5U1F1UT09>

**Dial:**(669)900-9128  
**Meeting ID:** 891 7216 0551  
**Passcode:** 188663

**Chairperson:** City of El Centro **Vice-Chair:** City of Brawley

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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.

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**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. **MAY 25, 2023, MINUTES,** REVIEW/DISCUSSION/*ACTION* (pgs.3-5)
3. **EAR REPORTING FY 2022-23** DISCUSSION  
*By All*
4. **IVRMA UPDATES** DISCUSSION  
*By IVRMA Staff*

**IVRMA TAC MEETING AGENDA |2**

**5. MEMBER ROUNDTABLE**

*By All*

DISCUSSION

**6. ADJOURNMENT**

*ACTION*

The next IVRMA TAC meeting is scheduled for Thursday, July 27, 2023. For questions or comments, please call Maricela Galarza at (760) 996-0972, or email me at [maricelagalarza@imperialctc.org](mailto:maricelagalarza@imperialctc.org).



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

**DRAFT MINUTES**

May 25, 2023

Present

Quorum Attendees:

Abraham Campos	City of El Centro
Steve Mireles	City of Brawley
Frank Pacheco	City of El Centro
Jose Castañeda	Imperial County Public Works
Lily Falomir	City of Calexico
Nick Wells	City of Holtville
Ivonne Cordero	City of Imperial

Attendees:

Maricela Galarza	IVRMA
Atenea Leal	IVRMA
Angelica Gerardo	IVRMA
Sandra Velásquez	IVRMA
Matt Gray	CR&R
Peter Sterenberg	Republic Services

1. Mr. Campos called the meeting to order at 3:03 p.m. **A quorum was present.** Introductions were made.
  - Hybrid meeting
2. Minutes were reviewed for April 27, 2023, and no comments or changes were requested. Minutes were adopted for April 27, 2023. (*Castañeda, Falomir*) **Motion Carried.**
3. Membership Budget FY 2023-2024
  - In the previous TAC meeting, on April 27, 2023, Ms. Galarza had estimated \$75,000 for the capacity planning project. IVRMA has acquired a more accurate estimation from Mr. Castaneda, who provided information from a consultant that has worked on similar projects that would estimate the project from \$150,000 to \$300,000. This would potentially cover the costs for the RFP procurement process plus outreach efforts. The consultant would take care of all the plan development process and IVRMA would just initiate the process with an RFP.
  - Ms. Galarza provided the following budget-updated options.

- The capacity plan project cost was updated to reflect \$150,000; this would be a low base to start the project with. If additional funding for the project would be needed, it will be requested during the fiscal year 2023-24. Ms. Galarza did a breakdown also focusing on a 3-year plan software with Minerva.

With the base of the Capacity Plan Project of \$150,000

Option 1: MEMBERSHIP COSTS= \$375,000

Option 2: MEMBERSHIP + CAPACITY PLAN PROJECT COSTS = \$ 525,000

Option 3: MEMBERSHIP + CAPACITY PLAN +MINVERVA = \$ 578,900

With a base Capacity Plan Project of \$200,000. This would cover most costs and with the possibility of no need for an amendment

Option 1: MEMBERSHIP COSTS= \$375,000

Option 2: MEMBERSHIP + CAPACITY PLAN PROJECT COSTS = \$ 575,000

Option 3: MEMBERSHIP + CAPACITY PLAN + MINERVA = \$ 628,900

Ms. Galarza will send a revised version of the budget via email to all jurisdictions. IVRMA will propose the budget in early June to management to then forward it for IVRMA Boards approval in late June. Ms. Galarza requires responses from jurisdictions at the earliest convenience as to what budget option is preferred.

- Mr. Campos requested, when presented to management, to possibly provide a budget breakdown and highlight the reasoning behind the increase. In addition, highlight that one cost will be a one-time cost.
- Mr. Galarza noted the comments.

- Mr. Castaneda mentioned that the consultants have done several projects for solid waste in the past for Imperial County including closures and rate studies. Mr. Castaneda will forward Mr. Campos the email received from the consultants with the information provided to Mr. Castaneda.
- Ms. Galarza mentioned that a conversation was held between all parties (e.g, Self, Mr. Castaneda, and Ms. Larner) regarding the capacity plan deadline which was previously set to be November 30, 2023, since the project will not be completed by that timeframe. IVRMA did show concern concerning not meeting the deadline, but IVRMA will work with the County to extend the capacity plan during the process. Ms. Galarza will be working with Mr. Castaneda and John to see how much they can extend the capacity plan deadline.
- Ms. Galarza and Mr. Aguirre have spoken to Ms. Larner previously regarding SB1383 grants. Ms. Larner mentioned there will be another round of SB1383 grants going out. Ms. Galarza reviewed what jurisdictions received a reward and did notice some jurisdictions did not claim their funding. Ms. Galarza also researched to see if IVRMA could claim those funds and it is possible. It would be up to the jurisdiction how they would like to proceed regarding the funding request. IVRMA potentially could use those funds to offset some costs for the capacity plan and reporting software.

#### 4. EAR Reporting FY 2022-23

- Ms. Galarza has forwarded all jurisdictions the EAR template that has been finalized. The Jurisdiction is expected to submit all the information by July 15<sup>th</sup> to allow Ms. Galarza time to report for August 1<sup>st</sup> in the Cal Recycle EAR online reporting system, for the fiscal year 2022-2023. For any additional questions or information regarding the EAR report, Ms. Galarza is

available to help.

5. IVRMA updates.

Ms. Galarza provided the following updates.

- IVRMA will be applying to a Cal Recycle HHW Grant that will be opening in Late Spring. This will be the first time IVRMA applies for this HHW grant. The potential funding for this grant will help to run the HHW facilities operations and cover part of the staff salaries. One of the requirements is for all Jurisdictions to have updated the resolution. Ms. Galarza requested this back in February. There have only been a few updated resolutions received from jurisdictions, but still pending some to respond.
- Ms. Galarza reached out to Minerva's references in Orange County and Merced. Merced is a JPA like IVRMA. Merced has been using the program for 6 months but due to the lack of jurisdictions' responses, the implementation has taken longer than expected. Overall they mentioned Minerva adjusts to any changes, and receive fast responses to any situation. Orange County has also provided feedback. They currently use the software and mentioned if Cal Recycle changes something in the EAR, Minerva is receptive to change on their side as well. They stated that Minerva is highly responsive to requests.

6. Member Roundtable:

- Mr. Mireles has received complaints from multiple units' apartments regarding the cleanliness of trash bins. Republic will clean the bins once a month if clients need additional cleaning during the month, they may contact Republic and will be charged \$50 for the additional service request.
- Ms. Larner wants jurisdictions to be aware of the complaint investigations requirements for SB1383. More information will be sent over to Ms. Galarza to later forward to all jurisdictions.

7. General Discussion

- None.

8. Adjournment

- Mr. Campos adjourned the meeting at 3:42 p.m.
- The next meeting will be held on Thursday, June 22, 2023, at the Imperial County Transportation Commission Office, 1503 N. Imperial Ave., Suite 104, El Centro, CA 92243.