

Safe, Clean Water Program

Upper San Gabriel River Watershed Area Steering Committee (WASC)



Meeting Minutes:

Thursday, December 10, 2020
1:00pm - 3:00pm
WebEx Meeting

Attendees

Committee Members Present:

Julian Juarez (LA County Flood Control District)	John Beshay (Baldwin Park)
Tom Love (Upper San Gabriel District)	Kevin Kearney* (Bradbury)s
Kelly Gardner (Main San Gabriel Basin)	Alison Sweet (Glendora)
Kristen Ruffell (Sanitation Districts)	Joshua Nelson (Industry)
Sean Woods* (Los Angeles County Parks and Recreation)	Fernando Villanueva* (LA County)
Brian Urias (Former USGVMWD Board Member)	Julie Carver (Pomona)
Debbie Enos (Watershed Conservation Authority)	Lisa O'Brien (La Verne)
Ed Reyes (Ed P. Reyes & Associates)	
David Diaz (Active SGV)	

Committee Members Not Present:

Bob Huff (Huff Strategies)

*Committee Member Alternate

See attached attendance report for the full list of attendees.

1. Welcome and Introductions

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

2. Committee Member and District Updates

Melanie Morita (District) provided the District update noting: The scores for the Watershed Coordinator (WC) proposer evaluations will not be available to the Committee. David Diaz inquired as to the release of WC proposer evaluation scores to the Committee for transparency. Kirk Allen (District) noted that the WC solicitation documents did not specify the release of the evaluation scores. The intent has been to develop a list of qualified WC proposers. The release of evaluation scores although not specified in the solicitation documents would be perceived as an unfair perspective on the ranking of WC proposals. Joshua Nelson noted that the Committee is subject to a public records act and would be obligated to release such records therefore the Committee would not be able to keep records just within the Committee. John Beshay requested for District's consideration to release the WC evaluation scores after USGR WASC has selected their WC proposers. District noted that the District can revisit this request after the WC contract is awarded.

Brian Urias further requested clarification on the reasoning for the District not providing WC evaluation scores to the Committee. District reiterated per County Counsel the WC solicitation documents did not have specifications on releasing the evaluation scores. Brian Urias requested written legal clarification from County Counsel. District reiterated the District will revisit the request.

Debbie Enos asked whether it can be shared with the Committee if individuals applied for the WC position and which individuals did not make the threshold. Debbie Enos felt that that the WC solicitation documents

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appeared to be specifically for firms vs. individuals. District informed the WASC that 21 proposals were received. 15 proposals met the 50 pt. threshold to move past Phase I onto the qualified list. Joshua Nelson requested the District to provide a response to Debbie Enos' request. District will get back to the Committee however; he did note that one individual had made the threshold for NSMB WASC. Tom Love further observed that the WC solicitation documents were not specifically for firms but that rather the Scope of Work required a team of experts to provide the services hence an individual respondent would have difficulty providing all the services required.

3. Ex Parte Communications

No Ex Parte Communication Disclosures received.

4. Public Comment Period

No public comments received.

5. 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 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.

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) EW Consulting

WASC individual members with specific questions after the interview were David Diaz, Tom Love, and Ed Reyes.

(2) Fresh Coast Capital, LLC. Db a Greenprint Partners

WASC individual members with specific questions after the interview were Ed Reyes, Sean Woods, and David Diaz.

David Diaz requested clarification on the WCs that have submitted to multiple watersheds and if these WCs are selected by multiple watersheds, how is the decision made? Melanie Morita (District) clarified that

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proposing WC has the first right of refusal. If the WASC did not secure their first choice, WASC would go to their next WC selection.

(3) Day One

WASC individual members with specific questions after the interview were Joshua Nelson, David Diaz, and Ed Reyes.

6. Public Comment Period

No public comments received.

7. Meeting Schedule

Per the last WASC meeting, due to scheduling conflicts, another poll will be sent out.

8. Items for next agenda

District, Joshua Nelson, John Beshay, and Kristin Ruffell discussed suggestions on the WC Selection process. The District will get back to the Committee on the previous discussions as it relates to releasing WC evaluation scores per guidance of County Counsel. The District also noted the contracts process is typically confidential and conducted internally, however, the ordinance allows the WASC to participate in the process as an exception.

9. Adjournment

Joshua 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			
Member Type	Position	Member	Voting?	Alternate	Voting?
Agency	FCD	Julian Juarez	X	Carolina Hernandez	
Agency	Upper San Gabriel District	Tom Love	X	Robert O. Tock	
Agency	Main San Gabriel Basin	Kelly Gardner	X	Tony Zampiello	
Agency	Sanitation Districts	Kristen Ruffell	X	Martha Tremblay	
Agency	Los Angeles County Parks and Recreation	Alina Bokde		Sean Woods	X
Community Stakeholder	Huff Strategies	Bob Huff			
Community Stakeholder	Former USGVMWD Board Member	Bryan Urias	X	Brian Villagomez	
Community Stakeholder	Watershed Conservation Authority	Debbie Enos	X	Jane Tsong	
Community Stakeholder	Ed P. Reyes & Associates	Ed Reyes	X	Miguel Luna	
Community Stakeholder	Active SGV	David Diaz	X	Wesley Reutimann	
Municipal Members	Baldwin Park	John Beshay	X	Mark Persico	
Municipal Members	Duarte	Amanda Hamilton		Kevin Kearney	X
Municipal Members	Glendora	Alison Sweet	X	Sharon Gallant	
Municipal Members	Industry	Joshua Nelson	X	John Di Mario	
Municipal Members	Los Angeles County	Paul Alva		Fernando Villaluna	X
Municipal Members	Pomona	Julie Carver	X	Fabian Aoun	
Municipal Members	La Verne	Lisa O'Brien	X	Shari Garwick	
Total Non-Vacant Seats		17			
Total Voting Members Present		16			
Agency		5			
Community Stakeholder		4			
Municipal Members		7			

Attendance

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Alexander Iglesias	eliza jane whitman
Alfredo Camacho	Fernando Villaluna
ALISON Sweet	James Cramsie
Alvin Cruz - LACFCD	Jim Sparber Greenprint Partners
Angie Lee	John Beshay
Anna Blaho	John Robinson
April Mendez	Joshua Nelson
Aydin Pasebani	Julie Carver
Benjamin Shorofsky	Justin Jones
Bob Huff	Kelly Gardner
Brenda Morales	Kevin Kearney
Bryan Urias	Kirk Allen - LACFCD SCWP Staff
Carlos Moran	Kristen Ruffell
Christy Zamani	Laura Santos
CJ Caluag	Lisa OBrien
Clarasophia Gust	Ly Nguyen
Connie Adera	Lynda Bybee
Cynthia Gabaldon	Melanie Morita (SCW)
D Ready	Miguel Luna
D L	Paul Glenn (GHD)
David Anderson	Robert Warren
David Diaz	Ryan Kearns - CWE
Deborah Enos	Sean Woods
Donald Lee	Sharon Gallant
Ed Reyes	Tom Love
Eileen Alduenda	Traci Gleason