

# **CWEA P3S Committee Meeting**

## **May 27, 2009**

### **Meeting Minutes**

#### **Meeting Location**

City of Los Angeles Bureau of Sanitation Administration Building  
2714 Media Center Drive, Los Angeles CA 90065  
IWMD Conference Room 1

#### **Those in attendance**

Michael Simpson – LA BOS, John Boyd – LACSD, Bill Garrett – LACSD, Joseph Petchuck – City of Santa Monica, Preeti Ghuman – LACSD, Simon Watson – OCSD (CWEA Board of Directors Liaison to the P3S Committee), Karen Ingalla – LA BOS, Lonnie Ayers – LA BOS, Barry Bergra – LA BOS, Philip Lo – LACSD, Alec Mackie – JWC Environmental, Marci Chase\* – CWEA, Joe Lucia\* – City of Hayward (retired), Alice Chang\* – City of Bakersfield.

\*Attended via teleconferencing line

#### **Introduction (Simpson)**

Meeting called to order at 9:35am. All attendees present and on the phone introduced themselves. Simpson introduced the technical session speaker, Melody Reid.

#### **Technical Session**

“How the City of Los Angeles Uses the Malcolm Baldrige Approach to Drive Continuous Improvement”. At 9:35am Melody Reid, Los Angeles Bureau of Sanitation, gave a powerpoint presentation on the Malcolm Baldrige Award.

The Baldrige Award is given annually by the President of the United States to businesses—manufacturing and service, small and large—and to education, health care and nonprofit organizations that apply and are judged to be outstanding in seven areas: leadership; strategic planning; customer and market focus; measurement, analysis, and knowledge management; workforce focus; process management; and results.

Congress established the award program in 1987 to recognize U.S. organizations for their achievements in quality and performance and to raise awareness about the importance of quality and performance excellence as a competitive edge. The award is not given for specific products or services. Three awards may be given annually in each of these categories: manufacturing, service, small business, education, health care and nonprofit.

Ms. Reid explained and reviewed the criteria applied to private and public institutions applying for the award. She then showed examples of key performance indicators developed by the City of L.A. Bureau of Sanitation as it prepares to apply for the award. The goal of the award program is ultimately to preserve and enhance the quality of American organizations and products by raising awareness and recognizing achievements in quality and performance.

## **BUSINESS MEETING**

### **Old Business**

Meeting was called to Order at 10:20 AM

Michael Simpson introduced himself and gave some background about his experiences. He also talked briefly about his vision and focus for the Committee. He defined himself as an “Idea Man” and asked for assistance from the committee in implementing the ideas and goals the committee sets.

### **Subcommittee Reports**

➤ **CWEA Update:** Simon Watson . Watson reports the Southern regional Safety Conference may not be held this year due to lack of attendees. Low pre-registration occurred despite CWEA outreach to local sections, as well as the exhibitors’ slots being sold out. A broader discussion then ensued, of the cause(s) of the lack of attendance, namely the ongoing financial and economic crises affecting local and state government agency budgets. The possible impact of these same issues on attendance at the 2010 P3S Conference was discussed at length. The question of scaling back or canceling the conference was brought up by Boyd should conference pre-registration figures be very low. Garrett reminded the Committee that fees have been paid and contracts signed by the P3S Committee with the Hotel in Long Beach, which effectively commit the Committee to holding the conference for its full 3-day duration.

➤ **Treasurer Report:** Joe Lucia reports the profit margin for 2009 Monterey Conference was the smallest ever (\$2715.64). The cause of the small profit was lower than expected conference attendance (20-40 below expected) and the high cost associated with the signature event at the Monterey Bay Aquarium. Lucia opined that he thought the full conference registration fee of just under \$400 was set too low and should have been about \$450. Lucia will prepare a conference fiscal report once the fiscal year ends on June 30, 2009. As a result of the small profit margin, there is not enough money in the Committee budget to send the usual \$15,000 honorarium payment to the CWEA, which reimburses them for the service and support they render to the Conference. Lucia recommends that a honorarium payment of \$5000 be made to the CWEA in lieu of the normal \$15,000. Boyd makes a motion, seconded by Garrett, to send an honorarium payment of \$5000 to the CWEA. The motion passed unanimously. Current balance for the P3S Committee is \$26,221.25.

➤ **Facility of the Year:** John Boyd. Announced that a replacement Chair Person for the South Subcommittee (Paul Schmidbauer – South Orange County) has been found and will succeed Boyd immediately. Boyd will stay on the subcommittee as a regular member for one year to mentor and train Schmidbauer.

## **New Business**

### **Conference Theme and Planning:**

Simpson directed a 45-minute brainstorming session directed towards identifying a theme for the 2010 P3S Conference. Keywords discussed as possibly being a part of the theme were “opportunity”, “sustaining”, and “reclaiming”. It was also agreed that a nautical concept be included given that the conference will be in Long Beach.

- A tentative theme of “An Ocean of Opportunity” was discussed briefly with much positive support from the committee before Marci Chase revealed that the theme for the CWEA Annual Conference has already been selected and is “Oceans of Opportunities”. In order to avoid duplication of this theme the P3S committee went back to the drawing board.
- A final theme of “Navigating Through the Storm” was eventually arrived at and tentatively agreed to as the working conference theme.

### **Conference Brochure:**

- Joe Petchuk will begin preliminary work on the conference brochure and “save the date” mailers (i.e. postcards) immediately.

### **Conference Logistics:**

- Michael Simpson will contact Jet Blue and Southwest Airlines to explore the possibility of these airlines providing travel “scholarships” for conference attendees in order to lessen the travel expenses for agencies wishing to send their employees to the conference.
- Preeti Ghuman expresses concern that Conference speakers who receive lunch, other than opening day session speakers, be required to pay for the lunch or register for the conference.

### **Conference Planning:**

- Tracks: Potential tracks for the conference were discussed. Including a new Leadership track on day 1 or 2, a Public Education Outreach track on day 1 (Monday), a Pollution Prevention track on day 2 (Tuesday), a “Stormwater Treatment 101” track featuring CASQA and PE speakers on day 1 or 2, and the CALFOG and EPA Pretreatment Training all-day sessions on day 3 (Wednesday).

### **Specialty Conferences**

Simpson expressed his desire to have the P3S Committee sponsor at least one one-day specialty conference in the late Summer or Fall of 2009. Possible topics for the conference are pollution prevention and/or local limits. Cassie Prudhel of the City of South San Francisco is currently designated as the responsible person for a local limits conference. Simpson would also like to conduct a one-day training session for potential presenters of the Sewer Science Program in the Winter of 2010.

**Next Meetings (Simpson)**

Committee Meetings dates are tentatively scheduled for the second Wednesday of every other month. The next meeting is on Wednesday, June 24<sup>th</sup> at 9:00am at the LA County Sanitation Districts Joint Administration Building in Whittier. The following meeting will be back at the City of Los Angeles Bureau of Sanitation Building on Media Center Drive on Wednesday, 7-22-09 at 9:00am.

In closing Michael thanked everyone for their attendance and his looking forward to an eventful year to come.

**MEETING ADJOURNED AT 1:20 PM**

Respectfully Submitted,  
John Boyd  
Secretary, CWEA P3S Committee