



AGENDA Special Meeting

BOARD OF DIRECTORS
Friday, January 18, 2013, 8:30 a.m.
128 Sun Street, Suite 102, Salinas, California
(Continental Breakfast at 8:00 a.m.)

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

Board Directors

County: Louis Calcagno
County: Fernando Armenta, President
Salinas: Gloria De La Rosa
Salinas: Jyl Lutes
Salinas: Tony Barrera
Gonzales: Elizabeth Silva, Vice President
Soledad: Richard J. Perez
Greenfield: Annie Moreno
King City: Robert S. Cullen

Alternate Directors

County: Simon Salinas
Salinas: Joe Gunter
Gonzales: Scott Funk
Soledad: Christopher Bourke
Greenfield: Raul Rodriguez
King City: TBD

BOARD DIRECTOR AND STAFF COMMENTS

PUBLIC COMMENT

Receive public comment from audience on items which are not on the agenda. The public may comment on scheduled agenda items as the Board considers them. Speakers are limited to three minutes at the discretion of the Chair.

A. STRATEGIC PLANNING WORKSHOP

- Welcome and Public Comment
- Introductions
- SVSWA Mission, Vision, Core Values, and Three-Year Goals (2012-2015)
- Strengths and Accomplishments, and Weaknesses and Challenges
- External Factors – Opportunities and Threats
- Three-year Goals
- One-year Strategic Objectives
- Follow-up Process
- Summary and Closing Remarks

ADJOURNMENT

.....
This agenda was posted at the Administration Office of the Salinas Valley Solid Waste Authority, 128 Sun Street, Suite 101, Salinas, and on the Gonzales Council Chambers Bulletin Board, 117 Fourth Street, Gonzales, **Monday, January 15, 2013**. The Salinas Valley Solid Waste Authority Board will next meet in a regular session on **Thursday, January 24, 2013**. Staff reports for the Authority Board meetings are available for review at:

- ▶ Salinas Valley Solid Waste Authority: 128 Sun Street, Ste. 101, Salinas, CA 93901, Phone 831-775-3000
- ▶ Web Site: www.svswa.org ▶ Public Library Branches in Gonzales, Prunedale and Soledad
- ▶ City Halls of Salinas, Gonzales, Greenfield, King City & Soledad

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact Elia Zavala, Clerk of the Board at 831-775-3000. Notification 48 hours prior to the meeting will enable the Authority to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title II).

Spanish interpretation will be provided at the meeting. *Se proporcionará interpretación a Español.*

SALINAS VALLEY SOLID WASTE AUTHORITY ✪ ONE-YEAR STRATEGIC OBJECTIVES
 October 21, 2011 – October 1, 2012
 As of January 14, 2013

A. THREE-YEAR GOAL: *Develop and Implement a Sustainable Finance Plan*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By January 31, 2012	Finance Manager	Analyze and document SVSWA operating costs and make recommendations to the Board.	X			Cost of services presented in Jan. Detail incorporated in Budget document.
2. By January 31, 2012	Finance Manager	Re-evaluate how to use South Valley monies (e.g., capital projects, continue to build-up, pay-off debt) and present to the Board for action.	X			Presented to E.C. on 2/01. Included in Budget Final action in June
3. By January 31, 2012	General Manager and Finance Manager	Review the Capital Improvement Plan, analyze the impact of different scenarios (e.g., Sun Street vs. Work Street, conversion technology implementation, and status quo) and report the results to the Board of the scenarios presented.			Delayed move to Jan 2013	Delayed pending more information regarding Sun St. Permit, Work Street Schedule, and Conversion Technology decisions. Included in October retreat agenda for Board input.
4. In February 2012	Finance Manager	Hold a Board workshop to present options for discussion of the new rate model.			Delayed	Discussed 2/16/12 Public Hearing 4/16/12 Per Board Direction - Postponed.
5. At the March 2012 Board meeting	Board	Consider for adoption the new rate model.			Delayed to Jan 2013	Per Board Direction - Postponed
6. By October 1, 2012	General Manager	Evaluate long-term viability of the Authority and present to the Board for discussion options such as privatization, continuing as-is, or merger with MRMWD.		X		Letter sent to MRWMD after 11/15/12 Board approval.

B. THREE-YEAR GOAL: *Promote Authority's Role and Value as a Resource Recovery Agency*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By December 31, 2011	Assistant General Manager and the Administrative Manager	Develop and distribute a TV and radio ad in English and Spanish and at least three news releases to the print media in the Salinas Valley to promote the Authority and the services it provides.	X			-TV adds completed/press releases included the Salinas transfer station award and the biodiesel grant. -3 Spanish Radio promotions -Part of Annual PR plan
2. By March 1, 2012	Assistant General Manager and the Administrative Manager, with input from the community	Develop a plan to rename the Authority, including an acronym and logo and present to the Board for direction.	X			Approved at November 2012 Board meeting. Introduction of logo and related changes ongoing.
3. By June 30, 2012	Assistant General Manager (lead), General Manager, Diversion Manager and Resource Recovery Technician	Identify and present to at least one business or civic organization in each member jurisdiction an oral report on the Authority's activities.	X			Northeast Salinas Rotary on 12-6-12 Gonzales Chamber of Commerce- done/King City's Rotary Club done Soledad-Mission Chamber -done 5/23/12/ plus presentations at 4 conferences. GM regular updates to Salinas Valley Chamber Government Review Committee

C. THREE-YEAR GOAL: *Achieve 75% Diversion by 2015*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By March 31, 2012	Diversion Manager	Define the schedule of implementation of the mandatory recycling ordinance and present to the General Manager for approval and scheduling of presentations to the remaining member agencies for action.	X			Superseded by the passage of AB 341 which mandates commercial and multifamily recycling effective 7/1/12.
2. By December 2013	General Manager Diversion Manager	Conclude autoclave testing by USDA, the Authority and G2E (Global Organics Energy) and complete development of a partnership agreement.		X		Testing to recommence 10/12. Autoclave Process Technology Agreement approved 3/15/12; Non-binding Term Sheet approved on 5/17/12. \$66,000 USDA research grant received, and work plan extended through 2013.
3. By October 1, 2012	Diversion Manager	Increase by at least 5% the amount of recycling and tonnage diverted at Authority facilities.	X			Diverted tonnage increased 8.9% between FY 10/11 and FY 11/12.
FUTURE:	Diversion Manager	Present to the Board for certification the gasification technology EIR.			X	Suspended by Plasco's 10/26/12 request
FUTURE:	Diversion Manager	Present to the Board for consideration the conversion technology project description.			X	Suspended by Plasco's 10/26/12 request

D. THREE-YEAR GOAL: *Enhance Existing Facilities, Equipment and Public Services*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By June 30, 2013	Assistant General Manager, working with the Operations Supervisor II and the Solid Waste Technician	Complete the Environmental Control Systems Operational Plan.		X		In progress. Planning for the operational plan transition to begin in September of 2013.
2. By December 30, 2012	Assistant General Manager and Authority Engineer	Complete the closure construction of the Crazy Horse Landfill.		X		Construction about 85% complete.
3. By March 2013	General Manager, Diversion Manager, and Authority Engineer	Complete the Salinas Area Resource Recovery/Transfer Station Feasibility Study, Siting and Land Swap/Acquisition Plan and present to the Board for action.		X	Per October 2012 Board Retreat	GM submitted Landfill Acquisition Agmt to City for Review in Dec 2012; waiting for response. Present findings to Board in April 2013.
4. By October 1, 2012	Authority Engineer, working with the County Department of Public Works	Complete the preliminary design and secure matching grant funds for Phase I of the Johnson Canyon Road improvements.			Delayed to date unknown, No County funding	SVSWA has funded its portion and the County has not yet funded its part of the project. Met with County on July 17, 2012 to discuss project and SVSWA agreed to secure consultant to identify a preferred pavement rehabilitation strategy.
FUTURE: By December 31, 2015	General Manager, Diversion Manager, and Authority Engineer	Ensure the breaking of ground for a Regional Materials Recovery Facility in the Salinas area.		X	Per October 2012 Board Retreat	After Board approval of the feasibility study, project description and land acquisition by March 2013, the Planning, Environmental, and Building Permit time requirements sets a start of construction in 2015.

E. THREE-YEAR GOAL: *Promote and Maintain a High Performance, Efficient and Flexible Workforce*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. Beginning in November 2011 and monthly thereafter	Administrative Manager, working with the Safety Committee	Identify and present at the Employee Safety Meeting at least one new safety strategy to enhance the Safety Program.		X		OSHA Audit to be scheduled. Purchased CAL OSHA compliance suite.
2. By June 30, 2012	Administrative Manager	Update the Administrative Procedures Manual to ensure that the policies and procedures are equitable to the Authority's workforce.			Delayed to June 2013	In draft format, needs to be sent to council for review. Currently we do not have the budget funds.
3. By June 30, 2012 and annually thereafter	Administrative Manager	Align the strategic plan with workforce performance objectives.		X		In progress- Work with each Manager to design performance objectives around the Strategic Plan.
4. By October 1, 2012 and annually thereafter	Administrative Manager	Provide training for the workforce to assist in carrying out the Authority's strategic plan.		X		Coordinate Star 12 webinar training for all employees
5. By October 1, 2012	Administrative Manager	Develop additional programs to address succession planning needs and present to the General Manager for approval.			Delayed to June 2013	Continue to work on the Mentor/Mentee program.
FUTURE: By December 31, 2012	Administrative Manager, working with IT staff	Implement and maintain an Authority-wide Enterprise Document Management System, including record retention policies.			Delayed to June 2013	Progress is being made on revisions to records retention schedule, current practices, and email management. A recent upgrade was made to the email program that will need to be integrated to the EDMS.