



San Gabriel Valley Council of Governments

3452 East Foothill Blvd. Suite 810, Pasadena, California 91107 Phone: (626) 564-9702 FAX: (626) 564-1116 E-Mail SGV@sgvcog.org

City Managers' Steering Minutes

Date: Tuesday, November 6th, 2007

Time: 8:00 a.m.

Location: Picasso's Café

1.0 Preliminary Business

1.1 Call to Order

Members Present:

Covina	P. Philips
Diamond Bar	J. Destefano
El Monte	J. Mussenden
San Dimas	B. Michealis
San Gabriel	M. Paules
San Marino	M. Ballantyne

Members Absent:

Alhambra
Azusa

Guests:

Adam Morrow, LA County DPH
Karen Gallivan, Asst. City Manager, City of Covina

SGVCOG Staff:

N. Conway, Executive Director
M. Creter, Staff

1.2 Pledge of Allegiance

1.3 Roll Call / Introductions

2.0 Public Comment

There were no public comments.

3.0 Changes to Agenda Order; Identify Subsequent Need or Emergency Items

4.0 Consent Items

4.1 Minutes from October 15TH, 2007 meeting

A motion was made to approve the consent items (M/S/C: Philips/Paules/ Unanimous).

5.0 Discussion Items

5.1 LA County Department of Health Services (DHS) Emergency Public Dispensaries Program

A. Morrow (LA DPH) gave a presentation on this item. Since 2002, LA County Department of Public Health (LA DPH) has been building a network of buildings or sites that could serve as Points of Dispensing (PODs) for medicine, vaccines and other critical health supplies in the event of a major emergency. Typically, POD sites are large, publicly prominent buildings that can be easily secured, with ample parking and transportation access. They should be able to accommodate the processing of upwards of 1,000 people per hour. Many of the cities in the San Gabriel Valley may lack large scale facilities capable of handling this capacity, while at the same time complicating the coordination of multiple entities.

Throughout Los Angeles County over 240 sites have been identified as candidates. However, LA DPH must still refine this list due to a number of issues include: 2002 data (some of the

building information or contacts may have changed, and in some cases the building may no longer exist), identifying points of contacts within the cities, and analyzing site feasibility.

Several issues were raised by committee members including:

- **Security concerns:** While LA DPH expects the local jurisdictions to be responsible for securing all sites, this may be impossible in the case of a large scale emergency.
- **Traffic concerns:** While many of the sites may have adequate indoor facilities, the parking lots and entry points may not allow for the mass entry and exit of individuals seeking medication. One concept that was discussed to address this issue was the use of “drive-thru” medication points.
- **Distribution of Sites:** Based on the map that was provided, there appeared to be a lack of sites in South San Gabriel Valley, particularly along the SR-60 corridor. This could be particularly problematic given that this is a very heavily populated area.
- **Redundancy in Sites:** Committee members suggested that each city, or pool of cities, have at least two sites that could be used in case one of the sites is needed for another purpose (i.e. Police, Fire, medical staging areas).

A. Morrow, along with staff from the cities and the SGVCOG, will now be working to develop an updated list of possible sites, along with more detailed implementation plans. This information will be presented to the City Managers’ TAC and the SGVCOG Governing Board early next year. At this time, there will also be discussion on the possibility of table-top exercise or other activity to test these implementation plans.

5.2 SCAG San Gabriel Valley Truck Study

The Executive Director gave an update on this item. He explained that it is an update of the 1999 SGV Truck Study, which examined the impacts of truck traffic on the arterials in the San Gabriel Valley. This includes damage to the conditions of the roads, the connectivity of truck routes, and other impacts on the community. SCAG will be working with the SGVCOG to form a Steering Committee comprised of Public Works and Planning Directors, City Managers, and elected officials in order to provide technical and policy oversight to the study. He expects that the findings of this study could be used in the future to apply for capital improvement projects through the State and Federal Government. He clarified that this project would not be assessing the 710 gap closure.

5.3 SGV Homelessness Study RFP

The Executive Director gave an update on this item. He stated that this item will be going before the Governing Board this November. This RFP includes two major objectives: 1) to validate the counts of homeless individuals living in the SGV along with the services currently being provided, and 2) to determine an implementation for improving/supporting those existing services, with a particular focus on non-profits and community based organizations.

Several issues were raised including:

- The legislation signed by the Governor that shift responsibility for providing homeless services on to the cities under specific circumstances.
- Ensuring that the cities have a significant role in the development of the implementation plan, in order to build buy-in.
- The importance of education/public outreach component. This would included creating understanding among elected officials that is important to take a proactive approach on this issue rather than wait for mandates from the County or State.
- The importance of scaling in implementation, as small scale projects may work better in the San Gabriel Valley.

5.4 Reorganization of SGVCOG Housing Committee

The Executive Director stated that in light of the work on the homelessness issue, and the state housing bonds, he will be recommending to the Governing Board that they institute a standing Housing Policy Committee that would replace the ad hoc Housing Trust Fund Committee.

5.5 SGV Gang Summit

The Executive Director gave an update on this item. This summit is coming about at suggestion of SGVCOG Governing Board member and El Monte City Mayor Ernie Gutierrez. Its purpose will be to discuss strategies to address gang violence in the San Gabriel Valley among our 31 cities and unincorporated County communities. Prevention strategies as well as opportunities for interjurisdictional coordination will be discussed.

To date, The Executive Director has met with P. Philips and with the Chief of the Covina Police Department Kim Raney to begin planning for this event. Chief Raney is currently Chair of the Los Angeles County Police Chiefs Association. This event is tentatively scheduled for early 2008, and COG staff will provide more details as they become available.

5.6 MTA Congestion Mitigation Fee Feasibility Study

The Executive Director gave an update on this item. He stated that this is a very political issue that has the potential to be very divisive in Valley and throughout the County. The mitigation fee would be a fee imposed, collected and spent locally in order to address regional transportation improvements. However, cities that fail to implement the fee risk loss of gas tax funding. One issue raised by stakeholders is that while Metro has indicated that this will not result in the loss of any other regularly scheduled funding, it seems unlikely that this could remain the case given that Metro has a large recurring operating deficit. There are also a number of other issues with the program, including the growth projections used and assumptions about elasticity of demand.

The Executive Director stated that this report has been reviewed by the Planning Directors' and Public Works Directors' TACs, and is scheduled to be reviewed at the upcoming Transportation Committee meeting.

5.7 Emerald Necklace Presentation

The Executive Director informed committee members that staff from Amigos de los Rios will be giving a presentation on this item at the November Governing Board meeting.

Committee members asked what was being done to coordinate participation among all eligible cities in order to ensure connectivity of the project.

5.8 Member Agency Participation on SGVCOG Committees

5.8.1 Policy Committees

5.8.2 Technical Advisory Committees (City Managers, Public Works, Planning Directors)

The Executive Director stated that he will be bringing a presentation to the Governing Board to consider amending the SGVCOG bylaws to adopt an attendance policy for Policy Committee that would remove agencies that miss two consecutive meetings. This would allow for a lower quorum number. Should a member agency's representatives miss two consecutive meetings, that agency may request reappointment to a specific policy committee through the Governing Board. The Executive Director also stated that the Governing Board will be considering a policy to lower the quorum for TAC meetings to 40% plus one. The reason for difference in policies for the Policy Committees and

TACs is that all member agencies are automatically members of the TACs, while participation on a policy committee is option.

Committee members agreed that this is a major issue plaguing all large organizations, such as the SGVCOG and the League of California cities.

5.9 San Gabriel Leadership – University Partnerships

The Executive Director congratulated M. Paules on this article, as well as M. Alexander on his work with the USC/ICMA partnership. He stated that this article will be shared with the Governing Board members at their upcoming meeting.

5.10 December 8th, 2007 Strategic Planning Session

The Executive Director encouraged City Managers, as well as Public Works and Planning Directors to attend this important event, as well as the Merry Mingle, scheduled for December 20th.

6.0 New Business items for Next Regular Meeting

7.0 Announcements

The Executive Director encouraged the committee members to send their assistants to the monthly Assistants to City Managers' meetings. The meetings are important for information sharing.

The Executive Director announced that due to SB 886 there will be an additional seat on the AQMD Board. This new seat will primarily represent cities in the San Gabriel Valley. This issue will be discussed at the November Governing Board meeting.

The Executive Director encouraged City Managers to attend the SGVCOG's upcoming Merry Mingle Christmas Party on December 20th.

8.0 Next Meeting

9.0 Adjourn

The meeting was adjourned at 9:50 a.m.