

ODOR CONTROL ADVISORY BOARD

Bahai Center
5750 Rodeo Road
January 5, 2004

MEETING #18 MINUTES

Attendees: See attached attendance list

Meeting Minutes Recorded by: Ahmad Ghanem, City of Los Angeles

Handouts:

1. Meeting agenda
2. Minutes of last meeting
3. Map of Odor Complaints from Nov. 30 to Dec. 13, 2003
4. Map of Odor Complaints from Dec. 14 to Dec. 27, 2003
5. Postcard size flyers from Department of Public Works, Bureau of Sanitation providing service directory including Sewer Odor Hotline number.

Introductory Issues:

Mr. Samuel Hart chaired the meeting. The minutes of previous meeting were approved after the following corrections:

First Page, Fourth Paragraph: The last sentence is changed from “However, the motion failed five nays to three yahes in favor of not supporting the design and not getting involved in building the Traffic Island facility.” to “*The motion did not pass (5-3) since the Board decided not to take on work that is not directly related to the odor control effort.*”
(*Italic: Correction*)

Second Page, Fourth Paragraph: The fourth paragraph is changed from “Victor, Carol and the board decided that the Hotline Outreach is not effective...” to “*Victor, Carol and the board decided that the hotline is necessary but the current outreach effort is not effective...*” (*Italic: Correction*)

Odor Hotline

The Board members stressed the necessity of an outreach program to promote the Odor Hotline. Debbie Pham handed out copies of postcard size flyer from Department of Public Works, Bureau of Sanitation providing service directory including Sewer Odor Hotline number and asked the Board to help in distributing the flyers as part of an out reach effort to promote the Odor Hotline. Hyginus added that the Bureau of Sanitation has been distributed the flyers to several neighborhood council meetings and to the stakeholders of the Integrated Resources Plan meeting. The following are the suggestions from Odor Board members:

- Additional signs in the areas where the odor complaints have been occurring.
- Insert Hotline info to DWP bill.

Odor Complaints.

Debbie distributed the handouts 3, 4 and 5 and went over the odor complaints maps Ted Lumpkin asked whether the odor complaints covered citywide or it just limited to the South LA area. Debbie responded that the odor complaints maps were covered the entire City and it included complaints from hotline and non-hotline.

Independent Odor Review: Odor Review by Mr. Bowker

Debbie informed the Board that the Draft Final Odor Report prepared by Mr. Bowker will be distributed in mid January and he then will attend the February 2, 2004 meeting to present his reports.

Question was asked regarding whether Mr. Bowker is the only odor expert working with the City. Debbie answered that City has contracts with other odor consultant firms to provide technical support in the odor control effort. She mentioned that Jim Joyce, the world renown odor expert from OCTC, is currently working with Bureau of Sanitation in the preparation of the Odor Control Master Plan. Bureau of Engineering also retain odor consultants firms to assist in the design for the odor control facilities.

Odor Master Plan.

Debbie informed the Board of the ongoing effort to prepare the Odor Control Master Plan (OCMP) as follows:

- The consultants have been retained by the City to assist in the development of the Odor Control Master Plan.
- The OCMP will first focus on the hot spots. The first round of pressure test was done in the area of Sierra Bonita. More tests and samplings will be follow-up to decide the cause.
- Projects will be defined to address the odor issue.
- Based on the hot spots results, the City will use the pattern develop a protocol to mitigate the odor issue in a timely manner.

Ted asked about the Board’s role in the Odor Master Plan. He also asked if it would be like the community plan, once being approved cannot be changed without the process? Debbie responded that this document would be different than the community plan. It would not go through the Council approval process. It is anticipated that it would take approximately one year to complete the OCMP.

Questions, Answers and Action Items:

	Questions /Issues	Comments/Responses	Action Items
1	Odor Hotline Public Outreach Effectiveness	Samuel Hart asked that even though the odor issues are not sewer odor issues, however they should be addressed. Debbie responded that even though it’s not sewer odor, the Bureau still addresses the issue. Depending on the causes, the	Update report will be provided in March meeting. (The Board prefers to have only two main subjects in February meeting to stay focus.)

		<p>issue could be referred to street services, dead animal pickup or other services.</p> <p>Board members also requested to have updated report on the Odor Hotline outreach effort.</p>	
2	Mr. Bowker's Draft Final Odor Report	<p>Board members would like to have the final draft copy 2 weeks in advance. However, if due to some unforeseeable circumstances, it is still acceptable to have at least 7 days before the next Board meeting.</p> <p>Sam suggested that all Board members should read the report and prepare questions in writing. Then questions will be provided to Mr. Bowker on the meeting date.</p>	The City will inform Mr. Bowker about this request.
2a	Mr. Bowker's Draft Final Odor Report	The Board request references in Bowker report will be provided for full understanding.	After receiving the report, the City will gather the references and provide to the Board.
3	Odor Control Master Plan.	The Board would like to have a regular update on the progress.	The City will provide the update on the Odor Control Master Plan effort.
4	Attendance	Since the next meeting is very important (Mr. Bowker's discussion of the Draft Final Odor Report and the Board will discuss about its future meeting), the Board members suggested the City calling members to inform them.	The City will call all Board members to remind of the meeting.
5.	Frequency of Future Meetings	Victor suggested that the Board should wait for Mr. Bowker's final report before discussing that issue. The rest of the Board members agree with him.	At the February meeting, the Board will discuss frequency of meetings.

Future Agenda

Mr. Bowker's Final Report.
Frequency of future Board meetings.

The next meeting will be on February 2nd, 2004 chaired by Mr. Ted Lumpkin.