# RMDZ Zone Information Reporting System (ZIRS) Ever Improving

June 2013

### **Recent Updates**

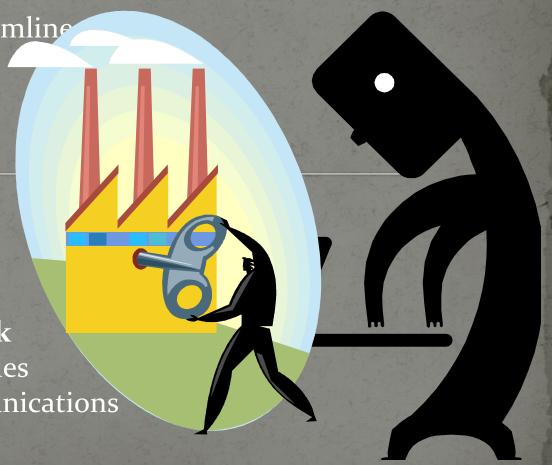
- Addition of Regions for Flexibility
- Webpage Enhancements
- > Zone Action Plan (ZAP) Streamline
- > ZIF Reminders

### **Upcoming Enhancements**

- Recycle Store
- Business Intake Form Online

### Break Out Session – Report Back

- Discuss Regional Opportunities
- ➤ Add ZAPs, Biz Info & Communications



**Cal** Recycl



### ZIRS Updates -> RMDZ Homepage vs. ZIRS vs. Sharepoint Reminder

# <u>CalRecycle RMDZ Webpage Home:</u>

http://www.calrecycle.ca.gov/RMDZ/

This is the public website home, and provide a general overview of the RMDZ program, and some resources for ZAs.

### **RMDZ ZIRS:**

https://secure.calrecycle.ca.gov/RMDZ/Default.aspx

Where annual reports are submitted, and regular activities, businesses, and reimbursement requests are tracked and processed.

## **RMDZ Sharepoint Communication Site:**

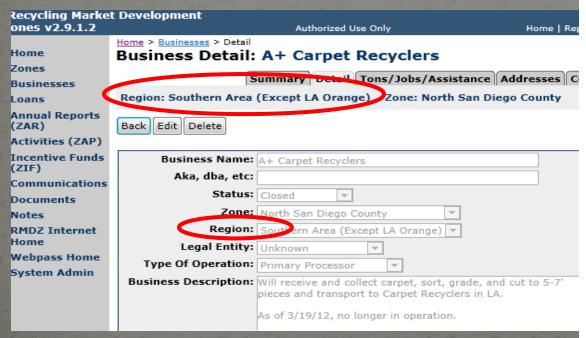
https://share.calrecycle.ca.gov/RMDZ/default.aspx

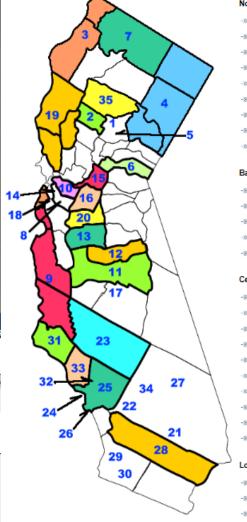
An information portal from which you will receive related Zone notices and have access to a library of RMDZ information.



# ZIRS Recent Updates -> Addition of Regions for Flexibility

- ➤ ZIRS now includes Regions. Groups Zones to enable more complex database functions.
- Allows business data to be moved to another Zone.
- Prevents need to delete and re-enter all data for a move.
- Allows input of a business interested in moving into a Zone from out of State, or
- A start-up business w/out a physical location.
- Regions fields are seen in biz entry fields and reports.
- Regions are loosely aligned w/ LAMD Section structure.





#### North Area

- ->> Chico / Northern Butte County (1)
- -> City of Oroville (5)
- » Glenn County (2)
- -» North Coast (3)
- -» Northeastern California (4)
- -» Placer County (6)
- -» Sacramento (15)
- Siskiyou County (7)
- » Tehama (35)

#### Bay Area

- -» Contra Costa (10)
- Oakland/Berkeley (14)
- San Jose (18)
- » Sonoma/Mendocino/Lake Counties (19)
- -» Southern Alameda County (8)

#### Central Area

- -» Central Coast (9)
- » Fresno County (11)
- -» Greater So. San Joaquin Valley (17)
- -» Kern County (23)
- -» Madera County (12)
- » Merced County Regional (13)
- San Joaquin County (16)
- -» Santa Barbara Regional (31)
- -» Stanislaus County (20)
- -» Ventura County (33)

#### Los Angeles Orange

- -» City of Los Angeles (24)
- -» City of Santa Clarita (32)
- -» Long Beach (26)
- » Los Angeles County (25)

#### Southern Area (Except LA Orange)

- -» Agua Mansa (21)
- » Chino Valley (22)
- » Hesperia (34)
- -» High Desert (27)
- -> North San Diego County (29)
- Riverside County (28)
- -» South San Diego (30)

# ZIRS Recent Updates -> Webpage Enhancements

- ➤ State of the art new maps updated on the individual CalRecycle hosted Zone website pages.
- ➤ GIS Zone map boundaries can be see over actual satellite images, or other desired map layers.
- > Effective for seeing exactly what business may be in or out of a Zone boundary.
- > Ensure "compatibility mode" is turned off in your browser, to be sure to see the map function

> Updates to page text can more easily and quickly be updated via ZIRS.



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California CalRecycle

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RMDZ Home

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Recycling Co

Zone Admini

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RecycleStore

Recycling Market Development Zone Agua Mansa

The Agua Mansa Recycling Market Development Zone (RMDZ) is composed of a multijurisdictional team of Riverside and San Bernardino Counties and the cities of Colton, Rialto, and San Bernardino. This zone also serves as an Enterprise Zone, as designated by the State Department of Commerce. The zone is centrally located in the Western Riverside/San Bernardino County area, commonly known as the Inland Empire, and encompasses 28.422 acres

- » Incentives
- -» Target Materials
- -» Contacts

#### Incentives

Incentives offered by the zone include Small Business Administration loans; Community Development Block Grant funds and Industrial Development Bonds (IDB). IDBs offer below-market rates, and are used for the purchase of land, buildings, and capital equipment. As an Enterprise Zone designated by the State Department of Commerce, businesses are eligible to receive such incentives as employer hiring credit, sales and tax credit, and nontax investments which allow a business to receive free California tax on interest earned on investments

#### Target Materials

Materials targeted within the zone include mixed waste paper, glass, tires and rubber, plastic, yard waste, and inert solids (targeted for retention only). The goal of the zone is to attract businesses that can process these materials within the zone

isclaimer | Find New Address

The zone has a variety of industrial and commercial buildings available, ranging in size from 1,000 to 200,000 square feet. The March Global Port, a realigned Air Force Base, in the Perris-Moreno Valley area will also provide aviation infrastructure to the area Highway service is available from Interstate 10, running east through the region and into Arizona. Less than 75 miles west along Interstate 10 is the Port of Long Beach. State Highways 91, 86, 62, 177, 60, 215, 74, 78, and 79 also serve the region as offshoots of Interstate 10. Rail service through the region is provided by Santa Fe, Union Pacific, and a main line of Southern Pacific. Ontario International Airport is located 15 miles west of the zone, handling commercial and passenger service. Palm Springs Airport, in the center of the zone, serves Blythe and the Coachella Valley with commercial service. Several general aviation airports are located in the areas of Thermal, Blythe, Chiraco Summit, Desert Center, and Hemet-Ryan for air shipping and cargo. The region also has numerous existing and proposed material recovery facilities.

#### Contacts

http://www.calrecycle.ca.gov/Government/default.htm

#### Agua Mansa RMDZ

Alex Holsheimer

County:San Bernardino 385 N. Arrowhead Avenue San Bernardino, CA 92415-0043 Phone: (909) 387-4388@ FAX: (909) 387-4415@ Email: alexander.holsheimer@eda.sbcounty.gov

CalRecycle contact for this RMDZ:

Zone Liaison: Curie Canuela

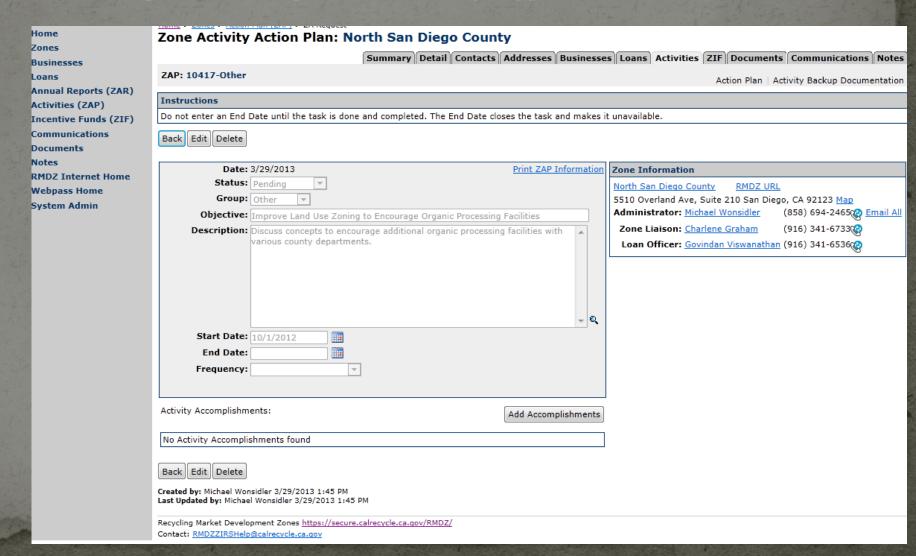






## ZIRS Recent Updates -> ZAP Streamline

- ➤ Non-essential fields removed Reduced to ~4 fields down from 13 entry fields.
- ➤ Simplified "Group" category replaces previous category options.
- Remember to simply add accomplishments as they happen.



# RMDZ ZIF Reminders -> Two Categories of ZIF

Funded Items, Collectively Referred to as Zone Incentive Funds or (ZIF), are broken into two categories.

# A) Zone Outreach

# ~\$5,000\*/yr

- i) Covers ZIF Activity Requests
- ii) Processed online in ZIRS
- iii) Coordinated by Krysty Emery
- iiii) VDR for Zone Entity uploaded to ZIRS

\*\$5K available in FY 12/13 and FY13/14

## B) ZoneWorks Attendance

### ~\$1000/yr

- i) Covers ZoneWorks Reg. Fee, Hotel, Airfare
- ii) Processed automatically w/ registration
- iii) Managed by Contractor (Sac State)
- iv) Requires *personal* VDR for misc. travel expenses not already automatically covered, (e.g. mileage, parking, etc.)
  - i) Included in reg. package at conference check in w/ reimbursement forms.



# RMDZ ZIF Reminders -> Funds Available - PreApproval Required

Reminder of Available Funds for this ZIF Cycle

- ✓ \$3500 available in FY 11/12. Done.
- □ \$5000 available in FY12/13.
  - ➤ <u>Submit Reimbursements or Roll Overs by June 30<sup>th</sup>!</u>
- □ \$5000 available in FY13/14.
  - FY 13/14 activity must be completed and request for reimbursement must be submitted by April 15, 2014.
  - Potential total of \$13,500.

Always Remember to First Submit ZIF PreApproval

☐ Reimbursement requires ZIF Coordinator PreApproval.



### RMDZ ZIF Reminders -> **ZIF Process Reference Sheet**

### Tabs in ZIRS – Inside an open ZIF

### ZA Request

(ZA/ZL use only to Submit)

(This is the only tab the ZA should ever edit. A ZL may also use this tab, but only to help a ZA create a ZIF request.)

#### ZL Review

(ZL use only to Recommend)

(This is the only tab the ZL should ever edit. A ZL may use the Request Tab, but only to help a ZA create a ZIF request.)

#### ZC Approval

(ZIF Coord use only To PreApprove and Approve)

(The Approval Tab and the Payment Tab are the only tabs the ZIF Coordinator should ever edit.)

#### Payment

(CSUS use only)

(The Approval Tab and the Payment Tab are the only tabs the ZIF Coordinator should ever edit.)

#### Step 1 (ZA or ZL Only)

Drop Down Option: Pending

(This option is if a ZA drafts and saves a ZIF but does not yet want to submit it for preapproval to the ZL staff.)

#### No action required

No action required

No action required

#### ZIF Activity PreApproval Process Row

(This row is the ZA asking for permission to spend money)

#### Step 2 (ZA or ZL Only)

Drop Down Option:
Submitted for PreApproval

(This step the ZA creates a ZIF and Submits for PreApproval)

ZIRS generates e-mail to ZL upon save.

#### Step 3 (ZL only)

Drop Down Option:
Recommended for PreAppoval

(This step the ZL reviews and Recommends for PreApproval)

ZIRS generates e-mail to ZA and ZIF Coordinator upon save.

### Step 4 (ZIF Coord Only)

Drop Down Option: PreApproved

This step the ZIF Coord reviews and PreApproves)

ZIRS generates e-mail to ZA and ZL upon save.

No action required

Drop Down Option Reads: Waiting Approval

### Reimbursement

Approval Process Row

(This row is the ZA asking for reimbursement of the money after the activity has been completed.)

#### Step 5 (ZA or ZL Only)

Drop Down Option:
Submitted for Reimbursement

(This step the ZA Submits for Approval for reimbursement)(Also attaches Backup Receipts)

ZIRS generates e-mail to ZL upon save.

#### Step 6 (ZL only)

Drop Down Option:
Recommended for Reimbursement

(This step the ZL reviews and Recommends for Approval for /payment.)

ZIRS generates e-mail to ZA and ZIF Coordinator upon save.

#### Step 7 (ZIF Coord Only)

Drop Down Option: Approved or Denied

(This step the ZIF Coord reviews and Approves for reimbursement)

ZIRS generates e-mail to ZA ZL and CSUS upon save.

### Step 8 (ZIF Coord/CSUS Only) Drop Down Option:

In Process or Paid

ZIRS generates e-mail to ZA, ZL, ZIF Coord upon saye.

# ZIRS Upcoming Enhancements -> Recycle Store

- ➤ CalRecycle is updating its websites and databases that showcase California recycled-content manufacturers.
- ➤ Modernized search tools will make it easier for consumers, state agencies, local governments and businesses to find California recycled-content manufacturers.
- For improved accuracy, RecycleStore will draw its information from ZIRS!

### Enhancements to the RMDZ RecycleStore will:

- > Create a single data entry point for biz info
  - Easier for you to promote your Zone's business on the internet!
- > RecycleStore manufacturers will show up in more CalRecycle search tools!
- > Keep more up-to-date and reliable data.
- Point consumers directly to manufacturers' product information.
- > Increase number of searchable product categories and recycled feedstock types.
  - Feedstock categories being updated to match other databases.
- Add valuable certification information like: Disable Veterans Business Enterprise, Small Business and, State Agency Buy Recycled Campaign (SABRC) purchasing status.

# ZIRS Upcoming Enhancements -> Online Biz Intake

- > Remaining Business Intake Fields are being added into ZIRS
- > Eliminates duplicative data entry into two different forms
- ➤ After June, a streamlined business input function will be available.
- ➤ There will be one simple "Business Intake Form" add button, which will be available directly from the far left grey navigation bar
  - No longer need to go into multiple tabs to enter data. Simple and streamlined user interface released over the summer.
     Update at the next Zoneworks if needed
- ➤ Job Data Reminder: \*\*\*Enter only number of "new jobs" created over the past year, when entering "Job, Tons, Assistance" for annual reports.



## Putting it into Practic -> Workshop Break Out Options

- Discuss Regional Opportunities
  - Add a ZAP Regional Actions If Applicable
- ☐ Review ZAPs
  - Close out old Activities
  - Add close out "Accomplishment Note"
- ☐ Submit ZIF Reimbursement Requests or Roll Over Requests
  - Consult with ZIF Coordinator for balance status
  - Brainstorm with ZLs, ZL Supervisors and ZA Peers.
- ☐ Enter any new communications or businesses
- ☐ Meet one new person!
- ☐ Report back on any one of the above



Contact your ZL first for any Zone or ZIRS questions.

ZLs will contact Krysty Emery for ZIRS User Application issues. (916) 341-6684 Krysty.emery@calrecycle.ca.gov

Krysty will get back to both the ZL and the ZA usually in a cc:ed e-mail or coordinated phone call.

