

**Planning Committee/
Recycling Board Members**

Francisco Zermeno, **President**
ACWMA

Laura McKaughan, **1st Vice President**
Recycling Materials Processing Industry

Dan Kalb, **2nd Vice President**
ACWMA

Bob Carling, ACWMA

Deborah Cox, ACWMA

Eric Havel, Environmental Educator

Darby Hoover, Environmental Organization

Chiman Lee, Recycling Programs

Dave Sadoff, ACWMA

Talia Wise, Solid Waste Industry Representative

Matthew Zimbalist, Source Reduction Specialist

Timothy Burroughs, Executive Director

AGENDA

**MEETING OF THE
PLANNING COMMITTEE
AND**

ALAMEDA COUNTY RECYCLING BOARD

Thursday, February 10, 2022

7:00 P.M.

TELECONFERENCE MEETING

Teleconference/Public Participation Information to Mitigate the Spread of COVID-19.

This meeting will be held entirely by teleconference. All Board members, staff, and the public will only participate via the Zoom platform using the process described below. The meeting is being conducted in compliance with the recent amendments to the Ralph M. Brown Act suspending certain teleconference rules due to the ongoing state of emergency and state and local health officials recommendations to maintain social distancing. The purpose of these amendments was to provide the safest environment for the public, elected officials, and staff while allowing for continued operation of the government and public participation during the COVID-19 pandemic.

Members of the public and staff who are not presenting an item may attend and participate in the meeting by:

1. Calling US: +1 669 900 6833 and using the webinar id 824 7901 1246
2. Using the [Zoom](#) website or App and entering meeting code 824 7901 1246

Board members and any other individuals scheduled to speak at the meeting will be sent a unique link via email to access the meeting as a panelist. All Board members **MUST** use their unique link to attend the meeting. During the meeting the chair will explain the process for members of the public to be recognized to offer public comment. The process will be described on the StopWaste website at <http://www.stopwaste.org/virtual-meetings> no later than noon, Thursday, February 10, 2022. The public may also comment during the meeting by sending an e-mail to publiccomment@stopwaste.org prior to the close of public comment on the item being addressed. Each e-mail will be read into the record for up to three minutes.

In accordance with the Americans with Disabilities Act and the recent amendments to the Ralph M. Brown Act, if you need assistance to participate in this meeting due to a disability, please contact the Clerk of the Board at (510) 891-6517. Notification 24 hours prior to the meeting will enable the agency to make reasonable arrangements to ensure accessibility to this meeting.

AGENDA

I. CALL TO ORDER

II. ROLL CALL OF ATTENDANCE

III. ANNOUNCEMENTS BY PRESIDENT

IV. OPEN PUBLIC COMMENT

An opportunity is provided for any member of the public wishing to speak on any matter within the jurisdiction of the Board, but not listed on the agenda. Each speaker is limited to three minutes.

Page V. CONSENT CALENDAR

1 1. Approval of the Draft PC & RB Minutes of January 13, 2022

5 2. Resolution regarding meeting via teleconference to promote social distancing, pursuant to AB 361

Adopt Resolution #RB 2022-02.

9 3. Board Attendance Record

11 4. Written Report of Ex Parte Communication

VI. REGULAR CALENDAR

13 1. Reusable Foodware Project Update (Justin Lehrer)

This item is for information only.

VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR

VIII. ADJOURNMENT

DRAFT

**MINUTES OF THE REGULAR MEETING OF THE
PLANNING COMMITTEE
AND
ALAMEDA COUNTY RECYCLING BOARD**

Thursday, January 13, 2022

4:00 P.M.

TELECONFERENCE MEETING

I. CALL TO ORDER

President Francisco Zermeno called the meeting to order at 4:00 p.m. President Zermeno welcomed Talia Wise to the Board as the new Solid Waste Industry Representative. Board member Wise provided a brief summary of her background and experience and stated that she is looking forward to serving on the Board. Timothy Burroughs explained the virtual meeting process being utilized during the meeting. A link to the process is available here: [Virtual-Meetings-Instructions](#)

II. ROLL CALL OF ATTENDANCE

Bob Carling, ACWMA
Deborah Cox, ACWMA
Eric Havel, Environmental Educator
Darby Hoover, Environmental Organization
Dan Kalb, ACWMA
Chiman Lee, Recycling Programs
Laura McKaughan, Recycling Materials Processing Industry
Dave Sadoff, ACWMA
Talia Wise, Solid Waste Industry Representative
Francisco Zermeno, ACWMA, President
Vacant, Source Reduction Specialist

Staff Present:

Timothy Burroughs, Executive Director
Pat Cabrera, Administrative Services Director
Jeff Becerra, Communications Manager
Justin Lehrer, Operations Manager
Jennifer Luong, Financial Services Manager
Meri Soll, Senior Program Manager
Arliss Dunn, Clerk of the Board
Adrienne Ramirez, Assistant Clerk of the Board
Farand Kan, Deputy County Counsel

Others Participating:

Ahmed Badawi, Badawi and Associates

III. ANNOUNCEMENTS BY THE PRESIDENT

There were none.

IV. OPEN PUBLIC COMMENT

There were no public comments on the remote call and no public comments were received via the public comments email address.

V. CONSENT CALENDAR

- 1. Approval of the Draft Joint PC&RB Minutes of December 9, 2021**
- 2. Resolution regarding meeting via teleconference to promote social distancing, pursuant to AB 361**
Adopt Resolution #RB 2022-01.
- 3. Board Attendance Record**
- 4. Written Report of Ex Parte Communication**

There were no public comments for the Consent Calendar. Board member Cox moved approval of the Consent Calendar and Board member Sadoff seconded. The motion carried 11-0. The Clerk called the roll: (Ayes: Carling, Cox, Havel, Hoover, Kalb, Lee, McKaughan, Sadoff, Wise, Zermeno, Zimbalist. Nays: None. Abstain: None. Absent: None)

VI. REGULAR CALENDAR

1. Fiscal Year 2020-21 Audit Report (Pat Cabrera & Jennifer Luong)

That the Programs and Administration Committee review and forward the FY 20-21 audit report to the Waste Management Authority Board for acceptance and filing.

That the Recycling Board accept and file the FY 20-21 audit report.

Pat Cabrera provided an overview of the staff report. A link to the report is available here: [FY20-21- Audit-Report-memo.pdf](#). Ms. Cabrera acknowledged agency staff for their efforts in managing the agency's finances to ensure a clean audit with no significant recommendations or exceptions. The finance staff is comprised of Jennifer Luong, Finance Services Manager; Soudy Abbasi, Accountant; Jenny O'Brien, Senior Administrative Assistant; and Nisha Patel, Management Analyst. Staff from the auditing firm, Ahmed Badawi, Badawi and Associates, was available to answer any questions.

Additional time was provided to the Board for discussion and clarifying questions. An audio link to the discussion is available here: [FY20-21-Audit-Discussion](#). President Zermeno inquired if staff is expecting an increase in reserves. Ms. Cabrera informed the Board that staff is contracting with Crowe Horwath to conduct a review of the agency's core fund balances and reserves and staff will provide those findings in March along with the fiscal forecast. There were no public comments on this item.

Board member McKaughan moved approval that the Recycling Board accept and file the FY 20-21 audit report and Board member Sadoff seconded. The motion carried 11-0. The Clerk called the roll: (Ayes: Carling, Cox, Havel, Hoover, Kalb, Lee, McKaughan, Sadoff, Wise, Zermeno, Zimbalist. Nays: None. Abstain: None. Absent: None)

2. Waste Prevention Grant Program - 2022 Solicitation (Meri Soll)

This item is for information only.

Meri Soll provided an overview of the staff report and presented a PowerPoint presentation. A link to the report and the presentation is available here: [Waste-Prevention-Grants-Solicitation-Presentation.pdf](#). Additional time was provided to the Board for discussion and clarifying questions. An audio link to the discussion is available here: [Waste-Prevention-Grant-Discussion](#).

There were no public comments on this item. Board member Cox thanked staff for an informative discussion and for convening the Reuse and Repair Stakeholder Workgroup webinar.

VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR

President Zermeno invited Board members to close the meeting by sharing their favorite "green thing" sustainability practice.

VIII. ADJOURNMENT

The meeting adjourned at 4:41 p.m.

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DATE: February 10, 2022

TO: Recycling Board

FROM: Timothy Burroughs, Executive Director

SUBJECT: Resolution regarding meeting via teleconference to promote social distancing, pursuant to AB 361

SUMMARY

On September 16, 2021, the Governor signed into law as an urgency measure, AB 361 (Rivas), which allows local legislative bodies to continue to meet by teleconference in order to promote public health and safety, subject to certain conditions, which must be reconsidered every 30 days. At its February 10, 2022, meeting, the Recycling Board will consider a resolution to approve and direct the continued use of teleconferencing for its public meetings to enable social distancing, as long as the findings required by AB 361 are met and other provisions of the Brown Act are followed.

DISCUSSION

In light of the continued state of emergency declared by the Governor related to COVID-19, state and local officials have imposed or recommended measures to promote social distancing. This direction from state and local health officials is based on the increased safety protection that social distancing provides as one method to reduce the risk of COVID-19 transmission.

The state of emergency and associated direction from state and local health officials to promote social distancing continues to impact the ability for the Recycling Board to meet safely in person. The direction from public health officials that informs the findings in the attached resolution has not changed. Therefore, staff recommends that the Recycling Board approve the attached resolution to direct the continued use of teleconferencing for its public meetings to enable social distancing, as long as the findings required by AB 361 are met and other provisions of the Brown Act are followed. The Recycling Board will need to revisit the need to conduct meetings remotely at least every 30 days following adoption of the attached resolution.

RECOMMENDATION

Adopt resolution #RB 2022-02.

Attachment: Alameda County Recycling Board Resolution #RB 2022-02

**ALAMEDA COUNTY RECYCLING BOARD
RESOLUTION #RB 2022-02**

**MOVED:
SECONDED:**

AT THE MEETING HELD FEBRUARY 10, 2022

WHEREAS, in response to the COVID-19 pandemic, the Governor adopted a series of Executive Orders allowing the legislative bodies of local governments to meet remotely via teleconference so long as other provisions of the Brown Act were followed; and

WHEREAS, on September 16, 2021, the Governor signed into law as an urgency measure, AB 361, which allows for the continued use of remote meetings by local legislative bodies subject to certain conditions, which must be reconsidered every 30 days; and

WHEREAS, the Recycling Board has considered the current state of health guidance related to public meetings in Alameda County and finds it necessary to continue with remote meetings to promote public health and safety.

NOW THEREFORE BE IT RESOLVED, that the Recycling Board approves and directs the continued use of teleconferencing for its public meetings based on the following findings required by Government Code Section 54953(e), as amended by AB 361:

- The entire State of California remains under a proclaimed state of emergency as declared by the Governor of the State of California related to the COVID-19 pandemic.
- State and local officials have imposed or recommended measures to promote social distancing. For example, on September 23 the Alameda County Health Care Services Agency Director recommended social distancing at all meetings of the Board of Supervisors and its committees. This recommendation is consistent with the Division of Occupational Safety and Health of California's (Cal/OSHA) Emergency Temporary Standards, which require employers to train and instruct employees that the use of social distancing helps combat the spread of COVID-19 (8 Cal. Code Regs. 3205(c)(5)(D).).
- The state of emergency continues to directly impact the ability to meet safely in person. For example, given the constraints of the Recycling Board's available meeting spaces, social distancing is difficult without severely limiting space for members of the public to attend.
- The Board anticipates this resolution will appear on its consent calendar for review and ratification or update at each regular Board meeting for as long as the Governor's proclaimed state of emergency related to the COVID-19 pandemic remains in effect and the Board desires to continue remote public meetings.

BE IT FURTHER RESOLVED, that:

1. Recycling Board meetings will continue to be conducted remotely for the next 30 days in compliance with AB 361, to better ensure the health and safety of the public.
2. The Recycling Board will reconsider the circumstances of the state of emergency and the need to conduct meetings remotely at least every 30 days following adoption of this resolution.
3. If the Board determines the need still exists at each 30-day mark, the determination will be ratified by a vote of the Board documented in the minutes of that meeting.

Passed and adopted this 10th day of February 2022 by the following vote:

AYES:

NOES:

ABTAIN:

ABSENT:

Arliss Dunn, Clerk of the Board

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2022 - ALAMEDA COUNTY RECYCLING BOARD ATTENDANCE

	J	F	M	A	M	J	J	A	S	O	N	D
REGULAR MEMBERS												
B. Carling	X											
D. Cox	X											
E. Havel	X											
D. Hoover	X											
C. Lee	X											
D. Kalb	X											
L. McKaughan	X											
D. Sadoff	X											
T. Wise	X											
F. Zermeño	X											
M. Zimbalist	X											
INTERIM APPOINTEES												

Measure D: Subsection 64.130, F: Recycling Board members shall attend at least three fourths (3/4) of the regular meetings within a given calendar year. At such time, as a member has been absent from more than one fourth (1/4) of the regular meetings in a calendar year, or from two (2) consecutive such meetings, her or his seat on the Recycling Board shall be considered vacant.

X=Attended

A=Absent

I=Absent - Interim Appointed

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DATE: February 10, 2022
TO: Recycling Board
FROM: Timothy Burroughs, Executive Director
SUBJECT: Written Reports of Ex Parte Communications

BACKGROUND

Section 64.130 (Q)(1)(b) of the Alameda County Charter requires that full written disclosure of ex parte communications be entered in the Recycling Board's official record. At the June 19, 1991 meeting of the Recycling Board, the Board approved the recommendation of Legal Counsel that such reports be placed on the consent calendar as a way of entering them into the Board's official record. The Board at that time also requested that staff develop a standard form for the reporting of such communications. A standard form for the reporting of ex parte communications has since been developed and distributed to Board members.

At the December 9, 1999 meeting of the Recycling Board, the Board adopted the following language:

Ex parte communication report forms should be submitted only for ex parte communications that are made after the matter has been put on the Recycling Board's agenda, giving as much public notice as possible.

Per the previously adopted policy, all such reports received will be placed on the consent calendar of the next regularly scheduled Recycling Board meeting.

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DATE: February 10, 2022

TO: Programs & Administration Committee
Planning Committee/Recycling Board

FROM: Justin Lehrer, Operations Manager

SUBJECT: Reusable Foodware Project Update

SUMMARY

At the February 2022 Programs & Administration and Planning Committee/Recycling Board meetings, staff will provide an update on recent progress and near-term plans for the Reusable Foodware project. Based on Waste Management Authority (WMA) Board direction, staff is advancing several efforts, including grants, technical assistance, and outreach, designed to support implementation of reusable foodware in dining establishments in Alameda County.

DISCUSSION

The Reusable Foodware project focuses on developing policy, infrastructure, and capacity for greater adoption of reusable foodware in Alameda County. At its January 2020 meeting, the WMA Board directed staff to conduct research and pilot projects to better understand the challenges of implementing reusable foodware at dining establishments in Alameda County. COVID-19 impacted the timing of this effort, due to effects on food service businesses as well as public perception of the safety of reusables. In light of these challenges, the project team was able to adjust course, address safety concerns, and still fund four pilot projects in FY 2021-2022. We plan to fund additional projects this fiscal year through the current open grant solicitation. Through these projects we aim to test new solutions, further develop both market supply and demand for reusables, and gain a better understanding of the opportunities, requirements, and challenges we must address in order to build a more robust reuse infrastructure in the county.

During this period, staff issued a Request for Qualifications (RFQ) in order to identify providers of reusable foodware solutions to catalyze and launch pilot projects, as well as providers of technical assistance services to guide and support food service operators switching from single use to reusable foodware. A list of approved providers resulting from this process can be viewed [here](#).

Recent activity includes work with food service businesses in three focus areas: education on the safe use of reusables; direct technical assistance to businesses implementing reusable foodware for on-site dining; and working closely with Member Agency staff and food business operators to

identify and launch pilot projects to test, validate, and learn more about models for reuse in food service. At the February 10 meeting, staff will provide an update on these activities and near-term plans for the project.

RECOMMENDATION

This item is for information only.

CLIMATE

Bay Area zero-waste stores thrive after wave of pandemic pollution



[Tara Duggan](#)

Jan. 16, 2022 - Updated: Jan. 18, 2022 3:46 p.m.



Emily Adams fills a bag with oats Up Refill Shop in Oakland.

Santiago Mejia/The Chronicle-

When Shanti Jourdan received her first bicycle delivery of laundry detergent, Epsom salt and olive oil from Re-Up Refill Shop in Oakland, she thought she had found the holy grail. “I’ve been really into the idea of zero waste and reuse instead of recycle since I was a young teenager,” said Jourdan, 30, an Oakland yoga instructor and astrologer. She posted Instagram photos of the jugs and jars, neatly labeled with embossed black tape. “It felt like it was too good to be true.”

That was late 2020, the year Re-Up Refill Shop opened selling bulk products in reusable containers out of a few shipping containers in West Oakland. The company has since expanded to a retail store in Rockridge, during a period when several similar businesses started around the Bay Area — all focused on avoiding single-use plastic.



Elena Ede fills containers with soap at Re-Up Refill Shop.

Santiago Mejia/The Chronicle

Called zero-waste or refill stores, these shops specialize in products such as nontoxic glass cleaner and foaming organic hand soap that customers can pour into their own repurposed vessels. The variety of household cleaners and body products can eclipse that of the most dedicated co-op grocer.

Proponents say reducing or eliminating single-use plastic is vital to addressing ocean pollution and climate change — the latter because of the petroleum products, and their emissions, involved in making plastics. Though it has roots going back decades, the Bay Area zero-waste movement was starting to hit the mainstream before the pandemic. Cafes began proclaiming all-out bans on single-use cups, and tech companies announced they would serve employee meals in reusable containers rather than plastic clam shells.

But that momentum was lost when the pandemic hit. Public health ordinances forbid the use of reusable cups and shopping bags as well as bulk-bin shopping at the grocery store. Customers responded to the uncertainty with a spike in online shopping.

According to waste management company Recology, packaging from increased restaurant takeout meals and online consumption during shelter-in-place helped increase San Francisco residential waste by 6% from May 2019 to May 2020. At retail giant Amazon, plastic waste increased 29% from 2019 to 2020, according to a report from the conservation group Oceana.

Once it became clear that surfaces were not the main vector for the coronavirus, however, owners of refill businesses say sales began to soar, perhaps as a reaction against the rise in plastic packaging.

“Having to sit with the total amount of plastic they were consuming kind of became overwhelming,” said Aubri Thompson of the skincare line the Rebrand, which sells facial cleansers and moisturizers in glass jars. When customers run out, they can order refills in aluminum containers, which are more recyclable. “In some ways COVID was a kind of a trigger.”



Emily Adams fills a bag with oats at Re-Up Refill Shop.

Santiago Mejia/The Chronicle

Thompson, who started the company in 2020, manufactures her products in Oakland and sells bulk versions at refill stores such as [Resourcefill in Lafayette](#), [Fillgood in Berkeley](#) and [Re-Up Refill Shop](#). There are now at least 10 such stores in the region. Most specialize in household goods and personal care products that are hard to find elsewhere, though some also carry bulk food products.

Many customers note that so many everyday products come in plastic, from washed lettuce greens to dish soap, yet very little of that plastic is recyclable. In the United States, the world's biggest plastic consumer, only 8.7% of plastic is recycled, according to the Environmental Protection Agency.

"We're trapped in the cycle of 'wishcycling.' People feel good about throwing their plastics into the recycling bin and thinking it has a second life," said Matt Zimbalist, co-owner of Re-Up Refill Shop.

Legislation has sought to reduce the amount of plastic in circulation, including California's 2014 ban on single-use shopping bags. Introduced in 2021, the federal Break Free From Plastic Pollution Act would prohibit certain types of single-use plastics that aren't recyclable and require minimal recycled content for some plastic products. But such efforts have had limited impact.

For Joan Ayers, a turning point in her life was learning that China was no longer accepting plastic recycling from the U.S. in 2018 and that most of it was simply being sent to the landfill. In 2020, she started her business, Homebody Refill, by bringing bulk containers of hair, body, kitchen and laundry products to Petaluma and Santa Rosa farmers' markets, where customers could dispense them into their own jars.



The interior of Re-Up Refill Shop in Oakland.

Santiago Mejia/The Chronicle

“I’m not an activist, but I like my individual voice being heard somehow,” she said. “I’m going to change my buying habits, and I’m going to try to help others do the same.” Last year Ayers opened a retail store in Sebastopol. She buys products from companies such as Oakland’s Puretergent, which delivers its all-purpose cleaner, laundry detergent and dish soap in 5-gallon plastic carboys that it picks up to refill.



Gianna DeFelice puts stickers on reusable containers at Re-Up Refill Shop in Oakland.

Santiago Mejia/The Chronicle

That’s an example of the circular economy, the idea that more of the world’s limited natural resources should be kept in use and reused rather than thrown away.

Mudlab, a cafe and store in Oakland, is an example of how the circular economy concept comes into play when customers purchase pint jars of pickles and preserves from Happy Girl Kitchen, a Monterey County company. They pay a \$1 deposit that they get back when

they return the jars, which Mudlab washes and uses in a cup rental program in the cafe, to avoid single-use cups.

Amanda Drexler, 24, who buys skin care products from the Rebrand and bulk foods and other products at Re-Up, said prices in the refill world are lower than the conventional market for some products, especially food, while others are comparable or higher.



A sign explains the system at Re-Up Refill Shop in Oakland.

Santiago Mejia/The Chronicle

For those who are interested in reducing plastic waste, she recommends starting with just one sector of your life, such as bringing empty shampoo bottles and refilling them in a refill shop. The bottles can be reused for years.

“Take it one step at a time,” she said. “It doesn’t have to be an overnight transformation.”

*Tara Duggan is a San Francisco Chronicle staff writer.
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