

Planning Committee/Recycling Board Members

Francisco Zermeño, **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

Grace Liao, Source Reduction Specialist

Dave Sadoff, ACWMA

Talia Wise, Solid Waste Industry Representative

Timothy Burroughs, Executive Director

AGENDA

**MEETING OF THE
PLANNING COMMITTEE
AND**

ALAMEDA COUNTY RECYCLING BOARD

Thursday, July 14, 2022

6:00 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 863 2954 8944
2. Using the [Zoom](#) website or App and entering meeting code 863 2954 8944

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, July 14, 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 June 9, 2022

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

Adopt Resolution #RB 2022-09.

9 3. Board Attendance Record

11 4. Written Report of Ex Parte Communication

VI. REGULAR CALENDAR

13 1. StopWaste Schools Program Overview (Angelina Vergara)

This item is for information only.

VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR

VIII. ADJOURNMENT – to August 11, 2022 at 4:00 p.m.

DRAFT

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

Thursday, June 9, 2022

4:00 P.M.

TELECONFERENCE MEETING

I. CALL TO ORDER

President Francisco Zermeño called the meeting to order at 4:00 p.m. Timothy Burroughs explained the virtual meeting process being utilized during the meeting. A link to the process is available here: [Virtual-Meetings-Instructions](#). President Zermeño welcomed Grace Liao to the Recycling Board. Board member Liao will be serving in the category of Source Reduction Specialist. Board member Liao provided a brief summary of her background and stated that she was excited to serve on the Board.

II. ROLL CALL OF ATTENDANCE

Bob Carling, ACWMA
Deborah Cox, ACWMA
Eric Havel, Environmental Educator
Darby Hoover, Environmental Organization
Chiman Lee, Recycling Programs
Grace Liao, Source Reduction Specialist
Laura McKaughan, Recycling Materials Processing Industry
Dave Sadoff, ACWMA
Talia Wise, Solid Waste Industry Representative
Shelia Young, ACWMA (interim for Dan Kalb)
Francisco Zermeño, ACWMA, President

Staff Present:

Timothy Burroughs, Executive Director
Pat Cabrera, Administrative Services Director
Jeff Becerra, Communications Manager
Justin Lehrer, Operations Manager
Alma Freeman, Program Manager
Michelle Fay, Program Manager
Adrienne Ramirez, Assistant Clerk of the Board
Arless Dunn, Clerk of the Board
Farand Kan, Deputy County Counsel

Others Participating:

2022 StopWaste Efficiency Awardees
Mayor Melissa Hernandez, City of Dublin
Council Member Dianne Martinez, City of Emeryville

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 May 12, 2022

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

Adopt Resolution #RB 2022-08.

3. Board Attendance Record

4. Written Report of Ex Parte Communication

There were no public comments for the Consent Calendar. Board member McKaughan moved approval of the Consent Calendar and Board member Havel seconded. The motion carried 11-0. The Clerk called the roll:

(Ayes: Carling, Cox, Havel, Hoover, Kalb, Liao, Lee, McKaughan, Sadoff, Wise, Zermeno. Nays: None. Abstain: None. Absent: None.)

VI. REGULAR CALENDAR

1. 2022 StopWaste Efficiency Awards (Michelle Fay)

This item is for information only.

Timothy Burroughs welcomed the awardees and provided an introduction to the awards ceremony. Mr. Burroughs acknowledged Michelle Fay, Program Manager, for her excellent efforts in coordinating the nomination process and organizing the awards ceremony. A link to the staff report and the presentation is available here: [Efficiency-Awards-Presentation.pdf](#). An audio link to the awards ceremony is available here: [2022-StopWaste-Efficiency-Awards](#).

2022 Awardees: Read about the 2022 Awardees [here](#)

Altamont Creek Elementary School, Livermore

Daily Bowl & Daylight Foods, Union City

Just Fare, Oakland/Emeryville

Local Ecology and Agriculture Fremont (LEAF), Fremont

ZEISS Group at the ZEISS Innovation Center, Dublin

VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR

Timothy Burroughs thanked Board members Bob Carling, Dianne Martinez, and Melissa Hernandez for attending the meeting and presenting the awards to the awardees in their jurisdictions. Mr. Burroughs added staff will continue to support the awardees with social media posts and other methods to recognize their accomplishments. Mr. Burroughs reminded the Board of the availability of funding to receive reimbursement for attending workshops and conferences relative to the work

of the Recycling Board. Board Member Eric Havel, in his Community Resources for Science (CRS) role, is now partnering with Common Vision and StopWaste's Schools team to co-create a Mama Wanda Gardening School Puppet Video to educate on the value of compost. The video builds upon another partnership with Chabot Space and Science Center, StopWaste's Schools team, and the CRS "Global Worming" Webinar Teacher Series where students investigate the importance of compost through a Mars and Space investigation lens in order to take action to fight global climate change. In May, CRS and the StopWaste schools team held a photo shoot at Chabot Space and Science Center for the "May the 4Rs Be With You" art contest to share student's stories on how they take action to prevent waste. Board member Havel announced that the Community Resources for Science will be hosting a climate institute in early August and will provide more information. Board member Havel announced that he plans to attend the annual United Nations Climate Change Conference of the Parties (COP) in November. The conference will be held in Egypt and he would like to showcase the good works that people are doing in the community. Mr. Burroughs informed the Board that the July agenda will feature an update on the Schools program. President Zermeño announced that he will be absent from the July 14 meeting. Vice President McKaughan will chair the meeting.

VIII. ADJOURNMENT – to July 14, 2022

The meeting adjourned at 4:53 p.m.

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DATE: July 14, 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 July 14, 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 2022-09.

Attachment: Alameda County Recycling Board Resolution #RB 2022-09

**ALAMEDA COUNTY RECYCLING BOARD
RESOLUTION #RB 2022-09**

**MOVED:
SECONDED:**

AT THE MEETING HELD JULY 14, 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 14th day of July 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	X	X	X	X	X						
D. Cox	X	X	X	X	X	X						
E. Havel	X	X	X	X	X	X						
D. Hoover	X	X	X	X	X	X						
C. Lee	X	A	X	X	X	X						
D. Kalb	X	X	X	X	I	X						
G. Liao						X						
L. McKaughan	X	X	A	X	X	X						
D. Sadoff	X	A	X	X	X	X						
T. Wise	X	X	X	X	X	X						
F. Zermeño	X	X	X	X	X	X						
M. Zimbalist	X											
INTERIM APPOINTEES												
S. Young					X							

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: July 14, 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: July 14, 2022

TO: Programs and Administration Committee
Planning Committee/Recycling Board

FROM: Angelina Vergara, Program Manager

SUBJECT: StopWaste Schools Program Overview

SUMMARY

The StopWaste Schools Team provides K-12 students with environmental education programs that encourage and empower teachers, students, and their families to take action at school, at home and in their communities. Over the past two years, the Schools Team further developed opportunities to engage with schools throughout Alameda County both online and in-person, increasing access to StopWaste tools and resources. At the July 14 Recycling Board and P&A Committee meetings, the Schools Team will provide an overview of the services it provides, including supporting schools to comply with SB 1383 and advancing efforts to empower youth to reduce, reuse, and recycle materials that would otherwise go to the landfill.

DISCUSSION

The StopWaste Schools Team engages youth throughout Alameda County to advance the “4Rs” – reduce, reuse, recycle, and rot (i.e., composting). Engaging youth at an early age in schools helps to empower future leaders with tools and resources to increase environmental sustainability and support waste reduction practices at home.

The Schools Team offers both in person and online opportunities for students and teachers to engage in waste prevention and reduction efforts. In spring 2022, after a year and a half of virtual programming, the Team relaunched in-person school programs, including transfer station field trips at Waste Management’s Davis Street Transfer Station. At these events, students, teachers, and chaperones learn about the waste stream and how they can take action to reduce waste individually and collectively at home, at school, and in their communities through upstream solutions.

The Schools Team has also relaunched in person activities such as “waste audits” at schools, which help classrooms analyze their school’s waste stream and opportunities for increased waste diversion. The Team also teaches students about the role of compost and healthy soils in producing healthy local food and sequestering greenhouse gas emissions.

The pandemic was also an opportunity for the Schools Team to develop hybrid learning approaches in order to increase access to its programming countywide. The Team offers virtual workshops, transfer station tours, and trainings for schools designed to help students, teachers, and their families understand the main sources of solid waste and simple things students can do in the classroom, the cafeteria, and at home to minimize waste and do proper sorting.

Importantly, the Schools Team also engages with administrators at the school district level, helping to incorporate the 4Rs into school operations and into school curriculum.

The Team's presentation will provide an overview of their services and approach to empowering youth and other members of the school community to become environmental champions and stewards.

RECOMMENDATION

This item is for information only.