

Melissa Hernandez, **Chair**
City of Dublin

Susan Wengraf, **Vice Chair**
City of Berkeley

David Haubert, County of Alameda

Trish Herrera Spencer, City of Alameda

Preston Jordan, City of Albany

Dianne Martinez, City of Emeryville

Jenny Kassan, City of Fremont

Mike Hannon, City of Newark

Shelia Young, Oro Loma Sanitary District

Jen Cavanaugh, City of Piedmont

Jack Balch, City of Pleasanton

Jaime Patiño, City of Union City

Timothy Burroughs, Executive Director

AGENDA
ALAMEDA COUNTY WASTE
MANAGEMENT AUTHORITY MEETING
OF THE
PROGRAMS AND ADMINISTRATION COMMITTEE

Thursday, September 8, 2022

9:00 A.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: 835 3270 1004
2. Using the [Zoom](#) website or App and entering meeting code 835 3270 1004

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 5:00 p.m., Wednesday, September 7, 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. CONVENE MEETING

II. ROLL CALL OF ATTENDANCE

III. PUBLIC COMMENTS

Open public discussion from the floor is provided for any member of the public wishing to speak on any matter within the jurisdiction of the Programs & Administration Committee, but not listed on the agenda. Each speaker is limited to three minutes unless a shorter period of time is set by the Chair.

Page IV. CONSENT CALENDAR

1 1. Approval of the Draft Minutes of July 14, 2022

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

Adopt Resolution #PA 2022-09.

V. REGULAR CALENDAR

7 1. Member Agency Climate Action Plan Support Update (Emily Alvarez)
This item is for information only.

VI. MEMBER COMMENTS

VII. ADJOURNMENT – to October 13, 2022 at 9:00 a.m.

The Programs & Administration Committee is a Committee that contains more than a quorum of the Board. However, all items considered by the Committee requiring approval of the Board will be forwarded to the Board for consideration at a regularly noticed Board meeting.

DRAFT

**MINUTES OF THE ALAMEDA COUNTY WASTE
MANAGEMENT AUTHORITY MEETING
OF THE
PROGRAMS AND ADMINISTRATION COMMITTEE**

Thursday, July 14, 2022

9:00 A.M.

TELECONFERENCE MEETING

Members Present:

County of Alameda

City of Alameda

City of Berkeley

City of Dublin

City of Emeryville

City of Fremont

City of Newark

Oro Loma Sanitary District

City of Piedmont

City of Pleasanton

City of Union City

David Haubert

Trish Herrera Spencer

Susan Wengraf

Melissa Hernandez, Chair

Dianne Martinez, Chair

Jenny Kassan

Mike Hannon

Shelia Young

Jen Cavanaugh

Jack Balch

Jaime Patiño

Absent:

City of Albany

Preston Jordan

Staff Present:

Timothy Burroughs, Executive Director

Pat Cabrera, Administrative Services Director

Justin Lehrer, Operations Manager

Angelina Vergara, Program Manager

Arielle Conway, Program Services Specialist

Cristian Aguilar, Program Services Specialist

Adrienne Ramirez, Assistant Clerk of the Board

Arliss Dunn, Clerk of the Board

I. Convene Meeting

Chair Melissa Hernandez called the meeting to order at 9:02 a.m. Timothy Burroughs explained the process that would be utilized during the meeting. A link to the process is available here: [Virtual-Meetings-Instructions](#).

II. Public Comments

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

III. CONSENT CALENDAR

DRAFT

- 1. Approval of the Draft Minutes of June 9, 2022**
- 2. Resolution regarding meeting via teleconference to promote social distancing, pursuant to AB 361**

Adopt Resolution PA #2022-08.

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

(Ayes: Balch, Cavanaugh, Hannon, Haubert, Hernandez, Kassan, Martinez, Patiño, Spencer, Wengraf, Young. Nays: None. Abstain: None. Absent: Jordan)

IV. REGULAR CALENDAR

- 1. StopWaste Schools Program Overview (Angelina Vergara)**

This item is for information only.

Timothy Burroughs introduced the item and acknowledged the Schools Team, Angelina Vergara, Program Manager, Arielle Conway, Program Services Specialist, and Cristian Aguilar, Program Service Specialist for their excellent work. The Schools Team presented a PowerPoint presentation that highlighted the services the program 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. A link to the presentation is available here: [Schools-Program-Presentation.pdf](#)

Additional time was provided to the Board for discussion and clarifying questions. A link to the audio discussion is available here: [Schools-Update-Discussion](#)

There were no public comments on this item. The Board thanked staff for their presentation and offered their assistance in providing opportunities for the continued success of the program and how they could be involved in their respective schools to ensure compliance with SB 1383.

V. MEMBER COMMENTS

There were none.

VI. ADJOURNMENT – to September 8, 2022 at 9:00 a.m.

The meeting adjourned at 9:34 a.m.



DATE: September 8, 2022

TO: Programs & Administration Committee

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 September 8, 2022, meeting, the Programs & Administration Committee 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 Programs & Administration Committee 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 Committee 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 Committee will need to revisit the need to conduct meetings remotely at least every 30 days following adoption of the attached resolution.

RECOMMENDATION

Adopt resolution #PA 2022-09.

Attachment: Programs & Administration Committee Resolution #PA 2022-09

**PROGRAMS & ADMINISTRATION COMMITTEE
RESOLUTION #PA 2022-09**

**MOVED:
SECONDED:**

AT THE MEETING HELD September 8, 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 Programs & Administration Committee 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 Programs & Administration Committee 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 Program & Administration Committee's available meeting spaces, social distancing is difficult without severely limiting space for members of the public to attend.
- The Committee anticipates this resolution will appear on its consent calendar for review and ratification or update at each regular Committee meeting for as long as the Governor's proclaimed state of emergency related to the COVID-19 pandemic remains in effect and the Committee desires to continue remote public meetings.

BE IT FURTHER RESOLVED, that:

1. Programs & Administration Committee 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 Programs & Administration Committee 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 Committee determines the need still exists at each 30-day mark, the determination will be ratified by a vote of the Committee documented in the minutes of that meeting.

Passed and adopted this 8th day of September 2022 by the following vote:

AYES:

NOES:

ABTAIN:

ABSENT:

Arliss Dunn, Clerk of the Board

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DATE: September 8, 2022

TO: Programs and Administration Committee
Planning Committee/Recycling Board

FROM: Emily Alvarez, Program Manager

SUBJECT: Member Agency Climate Action Plan Support Update

SUMMARY

The jurisdictions in Alameda County have adopted Climate Action Plans (CAPs) that outline strategies and priorities to mitigate climate change. Several jurisdictions recently updated their CAPs with goals and strategies for deeper emissions reductions or carbon neutrality to align with new target years and State goals. This presentation will provide an overview of the support that StopWaste provides to member agencies to develop and implement these plans, including technical assistance, peer sharing, and programs and policies that advance the priorities in the CAPs.

DISCUSSION

The State of California has set increasingly ambitious targets to reduce greenhouse gas (GHG) emissions and slow climate change since Assembly Bill (AB) 32 was passed in 2006. Whereas AB 32 required incremental actions to bring emissions back to 1990 levels, the State's new goal of carbon neutrality by 2045 acknowledges the intensifying climate emergency and the need for a fundamental rethinking of the systems that significantly contribute to carbon emissions.

The CAPs serve as a blueprint for jurisdictions to reduce their contributions to climate change. StopWaste provided technical assistance for the initial round of CAPs adopted in the county between 2008-2013, most with goals for emissions reductions by 2020. Given the new state goals and growing concern about climate change, several jurisdictions have been updating their CAPs to include new targets and strategies and technologies needed to reach deep decarbonization. They also reflect an evolving understanding of climate action. They address the disproportionate impacts of climate change on frontline communities, consider health and resilience co-benefits to reducing emissions, acknowledge the upstream climate impacts of consumption, and seek opportunities for carbon sequestration. As of August 2022, eight Alameda County jurisdictions have adopted updated CAPs and four are in the process of developing an updated plan. Two jurisdictions with recently updated CAPs – Dublin and Oakland – will present a summary of their plans at the September 8 P&A Committee and Recycling Board meetings.

StopWaste staff has supported CAPs in the county through one-on-one technical assistance, plan review, template development, and hosting peer exchange and learning. This has included content relevant to energy (electrification of buildings and vehicles) and materials (carbon sequestration, SB 1383 implementation, consumption-based emissions inventories (i.e., emissions that are created when we consume the goods and services we buy every day), circular economy, reusable foodware, and embodied carbon of building materials).

StopWaste's programs also advance jurisdictions' CAP implementation. Many of the CAPs reference StopWaste programs, including working with schools to educate students and families on proper sorting, campaigns to reduce single-use packaging and foodware, SB 1383-related implementation related to food recovery and compost application, and specifying low-embodied carbon materials. They reference the Bay Area Regional Energy Network's (BayREN) rebate and educational programs for advancing existing building energy efficiency and electrification and the reduction of natural gas in buildings.

Support on CAPs touches upon many of StopWaste's long-term Aims. It assists member agencies to address regional and state-level regulations, including SB 1383 and AB 32, and respond to climate change. It also provides the Agency an opportunity to continue deepening partnerships with member jurisdictions, center equity, and build capacity. StopWaste's engagement has afforded staff insight into the emerging trends and potential ways to continue improving the CAP process. This includes exploring the interconnection of climate with other city functions and more effective ways of communicating climate action progress.

StopWaste will continue to assist jurisdictions in the process of updating their CAPs and identify opportunities for CAP implementation and evaluation.

RECOMMENDATION

This item is for information only.