

Deborah Cox, **WMA President**

City of San Leandro, WMA, EC

Shelia Young, **WMA 1st Vice President**

Oro Loma Sanitary District, WMA

Dianne Martinez, **WMA 2nd Vice President**

City of Emeryville, WMA, EC

Melissa Hernandez, **EC President**

City of Dublin, WMA, EC

Dan Kalb, **EC 1st Vice President**

City of Oakland, WMA, EC

Jenny Kassar, **EC 2nd Vice President**

City of Fremont, WMA, EC

City of Alameda, WMA, EC

Keith Carson, County of Alameda, WMA, EC

City of Albany, WMA, EC

Susan Wengraf, City of Berkeley, WMA, EC

Dave Sadoff, Castro Valley Sanitary District, WMA

Francisco Zermeño, City of Hayward, WMA, EC

Bob Carling, City of Livermore, WMA, EC

Michael Hannon, City of Newark, WMA, EC

City of Piedmont, WMA, EC

City of Pleasanton, WMA, EC

Emily Duncan, City of Union City, WMA, EC

Wendy Sommer, Executive Director

**MEETING OF THE
ALAMEDA COUNTY WASTE MANAGEMENT AUTHORITY
(WMA) BOARD
AND
THE ENERGY COUNCIL (EC)**

Wednesday, December 16, 2020

3:00 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 Governor's Executive Order N-29-20 suspending certain teleconference rules required by the Ralph M. Brown Act. The purpose of this order 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.

Board members will receive a separate unique email invite. Staff and members of the public may attend and participate in the meeting by:

1. Calling US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799 webinar 892 0955 2003
2. Using the [Zoom](#) website or App and entering meeting code 892 0955 2003

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 Wednesday, December 16, 2020. 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 Governor's Executive Order, 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 PRESIDENTS - *(Members are asked to please advise the board or the council if you might need to leave before action items are completed)*

IV. OPEN PUBLIC DISCUSSION FROM THE FLOOR

An opportunity is provided for any member of the public wishing to speak on any matter within the jurisdiction of the board or council, but not listed on the agenda. Total time limit of 30 minutes with each speaker limited to three minutes unless a shorter period of time is set by the President.

Page V. CONSENT CALENDAR

1 1. **Approval of the Draft Joint WMA, EC & RB Minutes of November 18, 2020 (Wendy Sommer)**

5 2. **Amended and New Conflict of Interest Codes (Pat Cabrera)**

That the Waste Management Authority (Attachment A) and the Energy Council (Attachment B) each adopt their respective resolutions stating their amended Conflict of Interest Code.

15 3. **Contract/Vendor Authorization (Pat Cabrera)**

That the WMA Board approve the contracts, vendors and/or spending authority listed in the staff report, as recommended by the P&A Committee.

17 4. **2021 Meeting Schedule (Arliss Dunn)**

That the Waste Management Authority Board and the Energy Council adopt the regular meeting schedule for 2021.

19 5. **Reappointment to the Recycling Board – Board member Zermeño (Wendy Sommer)**

That the Waste Management Authority Board reappoint Board member Zermeño to a two-year term on the Recycling Board ending January 22, 2023.

VI. REGULAR CALENDAR

21 1. **2021 Legislative Priorities (Jeff Becerra)**

That the Waste Management Authority adopt as its legislative priority for 2021 joining efforts with other partners to introduce and support legislation seeking to modify SB 1383 implementation timelines as long as the relief is not prolonged or excessive in nature.

23 2. **Priority Setting for Fiscal Years 2021-22 and 2022-23 (Wendy Sommer, Timothy Burroughs & Justin Lehrer)**

That the WMA/EC Boards adopt the aims and guiding principles to be used for program design and budgetary planning for fiscal years 21-22 and 22-23.

3. **Interim appointment(s) to the Recycling Board for WMA appointee unable to attend future Board Meeting(s) (Arliss Dunn)**

(Planning Committee and Recycling Board meeting, January 14, 2021, 4:00 p.m. Meeting will be held via teleconference).

27 VII. **2020 STOPWASTE BUSINESS EFFICIENCY AWARDS (Michelle Fay)**

Awards – This item is for information only – Recognizing Awardees

VIII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR

IX. ADJOURNMENT

DRAFT

**MINUTES OF THE JOINT MEETING OF THE
ALAMEDA COUNTY WASTE MANAGEMENT AUTHORITY (WMA) BOARD,
ENERGY COUNCIL (EC),
SOURCE REDUCTION AND RECYCLING BOARD**

Wednesday, November 18, 2020

3:00 P.M.

TELECONFERENCE MEETING

I. CALL TO ORDER

President Cox called the meeting to order at 3:00 p.m. Wendy Sommer explained the process that would be utilized during the meeting. A link to the process is available here: [Virtual-Meetings-Instructions](#)

II. ROLL CALL OF ATTENDANCE

WMA & EC

County of Alameda	Scott Haggerty, WMA, EC (alternate)
City of Alameda	Jim Oddie, WMA, EC
City of Albany	Nick Pilch, WMA, EC
City of Berkeley	Susan Wengraf, WMA, EC
Castro Valley Sanitary District	Dave Sadoff, WMA, RB
City of Dublin	Melissa Hernandez, WMA, EC (President)
City of Emeryville	Dianne Martinez, WMA, EC
City of Fremont	Jenny Kassan, WMA, EC
City of Hayward	Francisco Zermeño, WMA, EC, RB
City of Livermore	Bob Carling, WMA, EC, RB
City of Oakland	Dan Kalb, WMA, EC, RB
Oro Loma Sanitary District	Shelia Young, WMA
City of Piedmont	Tim Rood, WMA, EC
City of San Leandro	Deborah Cox, WMA (President), EC, RB
City of Union City	Emily Duncan, WMA, EC

RB

Environmental Educator	Eric Havel, RB
Environmental Organization	Darby Hoover, RB
Recycling Materials Processing Industry	Lillian Carrell, RB
Source Reduction Specialist	Laura McKaughan, RB
Recycling Programs	Vacant, RB

ABSENT:

City of Newark	Mike Hannon, WMA, EC
City of Pleasanton	Jerry Pentin, WMA, EC
Solid Waste Industry Representative	Tianna Nourrot, RB

Staff Participating:

Wendy Sommer, Executive Director
Timothy Burroughs, Deputy Director
Jeff Becerra, Communications Manager
Justin Lehrer, Operations Manager

DRAFT

Kelly Schoonmaker, Program Manager
Arliss Dunn, Clerk of the Board
Richard Taylor, WMA Legal Counsel
Farand Kan, Deputy County Counsel

Others Participating:

Peter Slote, Solid Waste & Recycling Program Supervisor, City of Oakland

III. ANNOUNCEMENTS BY PRESIDENTS

President Cox extended best wishes on behalf of the Board to Board members Oddie, Pentin (absent) and Pilch, as they will be leaving the Board in December. President Cox thanked them for their service over the years. President Cox also acknowledged the members that will continue to serve.

IV. OPEN PUBLIC DISCUSSION FROM THE FLOOR

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

V. CONSENT CALENDAR

1. **Approval of the Draft WMA & EC Minutes of October 28, 2020 (Wendy Sommer) (WM/EC only)**
2. **Approval of the Draft PC/RB minutes of October 8, 2020 (Jeff Becerra) (RB only)**
3. **Recycling Board Attendance Record (Jeff Becerra) (RB only)**
4. **Written Report of Ex Parte Communications (Jeff Becerra) (RB only)**

There were no public comments for the Consent Calendar. Board member Oddie made the motion to approve the Consent Calendar for the WMA Board and the Energy Council. Board member Zermeño seconded and the motion carried 18-0. The Clerk called the roll:

(Ayes: Carling, Cox, Duncan, Haggerty, Hernandez, Kalb, Kassan, Martinez, Oddie, Pilch, Rood, Sadoff, Wengraf, Young, Zermeño. Nays: None. Abstained: None. Absent: Hannon, Pentin)

Board member Cox made the motion to approve the Consent Calendar for the Recycling Board. Board member McKaughan seconded and the motion carried 9-0.

(Ayes: Carling, Carrell, Cox, Havel, Hoover, Kalb, McKaughan, Sadoff, Zermeño. Nays: None. Abstained: None. Absent: Nourot)

VI. REGULAR CALENDAR

1. **Status Update – SB 1383 (Timothy Burroughs and Kelly Schoonmaker)**

This item is for information only.

Kelly Schoonmaker and Timothy Burroughs provided an overview of the staff report and presented a PowerPoint presentation. A link to the report and the presentation is available here: [SB-1383-Status-Update.pdf](#)

DRAFT

Board member Carling inquired about the baseline for the 75% diversion goal. Ms. Schoonmaker stated that the 75% diversion rate will be compared to the state waste characterization study numbers from 2014. Board member Zermeno inquired about the status of delaying the implementation and asked if we are the only organization that is requesting a delay. Mr. Becerra stated that we have had a couple of meetings with CalRecycle and other partners and CalRecycle stated that they cannot delay the implementation but may have some flexibility with regard to enforcement. Mr. Becerra added, StopWaste, along with the League of Cities, California Association of Counties (CSAC), Rural Cities and Counties, and Los Angeles County, will be exploring introducing legislation in the 2021 legislative session that could potentially push back the implementation of SB 1383. Mr. Becerra stated that staff will be providing a legislative update to the Board in December which will include more information on the proposed legislative approach. Board member Zermeno stated that the City of Hayward supports any efforts towards delaying the implementation and added they have included the SB 1383 elements into their franchise agreement with Waste Management, and will be installing cameras in the trucks. Board member Wengraf inquired about the effects of COVID-19 on the food recovery efforts in SB 1383. Mr. Burroughs stated that staff is sensitive to the effects that COVID-19 is imposing on food recovery organizations. Cities will need to design their enforcement programs for an implementation date of 2022, but actual enforcement of generators is not required until 2024. Staff plans to utilize this two-year period to focus on sustained education and outreach. Board member Pilch stated that City of Albany supports a countywide ordinance and added that the larger cities may prefer a model ordinance. Board member Pilch inquired if there is legislative action that might mandate the economy of scale and provide some relief to the cities. Mr. Becerra stated that staff is not aware of any such legislation. Board member Young asked for clarification regarding the assistance that StopWaste could provide with the procurement of recycled organics products. Ms. Schoonmaker stated that SB 1383 requires that cities procure a minimum amount of compost, mulch, energy from renewable natural gas or electricity from biomass. Ms. Schoonmaker noted that the Oro Loma Sanitary District and Castro Valley Sanitary District were exempt from these requirements. Board member Sadoff inquired about possible uses of pooled funding to assist with SB 1383 implementation. Mr. Burroughs stated that the use of such funds, if such an option were to be pursued, is not currently defined, as staff would have additional discussion with the Board and the member agencies. However, potential uses could be directed towards the infrastructure of the edible food recovery work. Staff will take the lead in doing a capacity study to determine how much food is being wasted, how much can be recovered, and evaluate any existing infrastructure. Board member Sadoff inquired if Measure D funds would be eligible for use in this area. Ms. Sommer stated yes.

Peter Slote, City of Oakland, provided public comments. Mr. Slote summarized a statement from the City Administrator for the City of Oakland which urged staff to conduct a comprehensive assessment of StopWaste assuming countywide responsibility for the inspection and enforcement requirements for SB 1383. Board member Pilch expressed appreciation for the comments from the City of Oakland and for the legislation to keep organics out of the landfill. President Cox stated that the City of San Leandro is currently discussing proposed legislation for next year and encouraged staff to start having conversations with member agencies as COVID will continue to have an effect on the legislative process. Board member Kalb suggested that staff survey other city managers to see if there is shared interest in having StopWaste assume countywide responsibility for inspections and enforcement for SB 1383, and if so, staff could provide information on the financial needs and options for the Board to review and discuss. President Cox thanked staff for their presentation.

2. FY 2021-2023 Priority Setting Discussion (Wendy Sommer, Timothy Burroughs and Justin Lehrer)

This item is for discussion and providing direction to staff.

DRAFT

Prior to the presentation, Ms. Sommer responded to the comments from the City of Oakland staff. Ms. Sommer stated that the request from the City of Oakland to have StopWaste assume countywide responsibility for inspections and enforcement for SB 1383 will completely shift the nature of our agency and would require the agency to add an inspection division. Ms. Sommer added we are currently inspecting only commercial and multi-family and to assume 1383 would require that we inspect single-family residential properties, which may pose legal issues. Ms. Sommer encouraged the Board to consider these issues as we review the proposed agency priorities. Ms. Sommer stated that externally the priorities were developed in collaboration with our various stakeholders and their input and feedback is reflected in the guiding principles. Internally it was a staff driven process using a bottom-up approach.

Timothy Burroughs and Justin Lehrer provided an overview of the staff report and presented a PowerPoint presentation. A link to the report and the presentation is available here: [FY2021-2023-Priority-Setting.pdf](#). Additionally, staff conducted a multiple choice poll of the Board members to see how the proposed guiding principles resonated with the Board. There was some additional discussion of guiding principle #1 -*Assist member agencies to strategically and cost-effectively address regional and state-level regulations and policies, such as SB 1383 and AB 32*. Board member Kalb commented that it was possible that there is some consideration for a more centralized inspection and enforcement process for SB 1383. Board member Carrell commented that the issue of cost effectiveness and the financial impacts is a concern. President Cox asked if the poll was also conducted with the TAC (Technical Advisory Committee) and the TAG (Technical Advisory Group). Mr. Lehrer stated no, but the staff presented the guiding principles to the TAC and TAG in joint meetings and received verbal feedback from them. Board member Zermeno asked if Guiding Principle #6 could be prioritized at a higher level. Mr. Lehrer stated that the numbering does not reflect the prioritization of the principles. Board member Havel commented that he appreciates the synergy within the guiding principles and encouraged the Board to consider the impacts of food insecurity and climate change in disenfranchised and underserved communities. Board member Havel added he would like to see a specific project that applies most of the guiding principles. President Cox stated that she appreciates the nomenclature that was developed and commended staff on their hard work and efforts. There were no public comments on this item. President Cox thanked staff for an informative presentation.

3. Interim appointment(s) to the Recycling Board for WMA appointee unable to attend future Board Meeting(s) (Arless Dunn) (WMA only)

(Planning Committee and Recycling Board meeting, December 10, 2020, 7:00 p.m. Meeting will be held via teleconference).

There were no requests for an interim appointment.

VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR

Ms. Sommer expressed congratulations to the Board members that won reelection and will be continuing to serve on the Board if reappointed by their respective councils and recognized Board members Haggerty, Oddie and Pilch for their dedication and service to the Board as they will be leaving the Board. Board members Oddie and Pilch expressed their appreciation for serving on the Board and thanked staff for their hard work and dedication. President Cox thanked Supervisor Haggerty for his many years of service on the Board as an alternate and for his service on the Alameda County Board of Supervisors.

VIII. ADJOURNMENT

The meeting was adjourned at 4:40 p.m.



DATE: December 16, 2020

TO: Waste Management Authority Board
Energy Council

FROM: Pat Cabrera, Administrative Services Director

SUBJECT: Amended and New Conflict of Interest Codes

SUMMARY

At the December 16, 2020 Waste Management Authority and Energy Council meetings, staff will recommend that both the WMA Board and the EC adopt resolutions amending their respective conflict of interest code. The changes are administrative in nature. As such, this item is placed on the consent calendar.

BACKGROUND

The Political Reform Act (Government Code section 81000 et.esq), requires every local governmental agency to review its conflict of interest code for accuracy. A review of the designated positions for the Authority indicates that some changes are needed.

With respect to both the WMA and the EC, the following changes to their respective codes are recommended: 1) the addition of the Operations Manager, and Executive Assistant – Assistant Clerk of the Board positions. These positions are part of the authorized position list adopted as part of the budget process.

For the WMA, attachment A shows these changes in underscore format and in the “clean” (changes accepted) version. For the EC, attachment B shows these changes in underscore format and in a clean version. The County of Alameda requires that both versions be submitted for Board of Supervisors’ approval.

As a Joint Powers Authority, the County of Alameda provides oversight in this area. Therefore, the changes to the conflict of interest code will not fully take effect until approved by the Board of Supervisors. A single Form 700 form can be filed covering all three legal entities (WMA, Recycling Board, and Energy Council).

RECOMMENDATION

Staff recommends that the Waste Management Authority (Attachment A) and the Energy Council (Attachment B) each adopt their respective resolutions stating their amended Conflict of Interest Code.

Attachment A: WMA Resolution: Amended Conflict of Interest Code

Attachment B: Energy Council Resolution: Amended Conflict of Interest Code

ATTACHMENT A

ALAMEDA COUNTY WASTE MANAGEMENT AUTHORITY

RESOLUTION # 2020 -

MOVED:
SECONDED:

AT THE MEETING HELD DECEMBER 16, 2020 **ADOPTION OF CONFLICT OF INTEREST CODE**

WHEREAS, the Political Reform Act, Government Code Section 81000, et seq., requires state and local government agencies to adopt and promulgate conflict of interest codes; and,

WHEREAS, the Fair Political Practices Commission, pursuant to its powers under the Political Reform Act, has promulgated a regulation containing the terms of a standard conflict of interest code, 2 California Code of Regulations section 18730; and,

WHEREAS, the Alameda County Board of Supervisors, by Resolution in 1993, approved a conflict of interest code for the Alameda County Waste Management Authority also referred to as the Authority; and,

WHEREAS, the Authority has modified its staff job descriptions and titles since last adopting a conflict of interest code, making it appropriate to revise the language of the conflict of interest code to reflect the current List of Designated Positions.

NOW, THEREFORE BE IT RESOLVED, that the Alameda County Waste Management Authority:

- (1) Hereby (1) adopts and incorporates by reference the terms of 2 California Code of Regulations, section 18730 and any amendments to it duly adopted by the FPPC and (2) adopts the attached Appendices designating officials and employees and establishing disclosure categories. These regulations and the Appendix constitute the Conflict of Interest Code for the Authority and supersede any earlier Code; and
- (2) Hereby resolves that designated employees shall file statements of economic interest with the Authority's Executive Director or designee. The Authority shall make all statements available for public inspection and reproduction pursuant to Government Code Section 81008; and,
- (3) Directs staff to submit this Conflict of Interest code to the Alameda County Board of Supervisors, as the code reviewing body, for approval.

ADOPTED BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSENT:
ABSTAIN:

Arliss Dunn
Clerk of the Board

APPENDIX I

LIST OF DESIGNATED POSITIONS (REDLINED)

Designated Positions	Disclosure Categories
Authority Board Member/Alternate	1 through 5
Recycling Board Member/Interim Member	1 through 5
Executive Director	1 through 5
Administrative Services Director	1 through 5
Deputy Executive Director	1 through 5
Authority Counsel	1 through 5
Principal Program Manager	1 through 5
<u>Operations Manager</u>	<u>1 through 5</u>
Senior Program Manager	1 through 5
Program Manager (I, II and III)	1 through 5
Senior Management Analyst	1 through 5
Management Analyst (I, II and III)	1 through 5
Information Systems Manager	1 through 5
Legislative and Regulatory Affairs Manager	1 through 5
Financial Services Manager	1 through 5
Accountant	1 through 5
Clerk of the Board	1 through 5
<u>Executive Assistant – Assistant Clerk of the Board</u>	<u>1 through 5</u>
Webmaster/Graphic Designer	1 through 5
Consultants*	1 through 5

*The Executive Director may determine in writing that a particular consultant, although a "designated position", is hired to perform a range of duties that is limited in scope and thus is not required to comply with the disclosure requirements described in this section. Such determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code. Nothing herein excuses any such consultant from any other provision of this Conflict of Interest Code.

DISCLOSURE CATEGORIES

- Category 1 All interests in real property located within the County of Alameda. Any interests in real property located within the contiguous counties, that is or may be used as any type of hazardous or solid waste facility or for any solid waste or recycling enterprise.
- Category 2 Investments and business positions in business entities, and income from such sources or from persons that contract with the Authority or Recycling Board or that provide services, supplies, materials or equipment of the type used by the Authority or Recycling Board.

- Category 3 Investments and business positions in business entities, and income from such sources or from persons that utilize contractual services, or other services, supplies, materials or equipment of the type provided by the Authority or Recycling Board including but not limited to financial or technical assistance..
- Category 4 Investments and business positions in business entities, and income from such sources, whose property or operations are subject to solid waste facility permits or findings of conformance with the Alameda County Integrated Waste Management Plan.
- Category 5 Investments and business positions in business entities, and income from such sources, that are engaged in the operation of any type of hazardous or solid waste facility solid waste or recycling enterprise.

For the purpose of the above categories, the terms "solid waste", "solid waste enterprise", "solid waste facility", and "recycling" shall be defined as set forth in California Integrated Waste Management Act (Public Resources Code Sections 40,000 et seq.).

APPENDIX II

LIST OF DESIGNATED POSITIONS (FINAL)

Designated Positions	Disclosure Categories
Authority Board Member/Alternate	1 through 5
Recycling Board Member/Interim Member	1 through 5
Executive Director	1 through 5
Administrative Services Director	1 through 5
Deputy Executive Director	1 through 5
Authority Counsel	1 through 5
Principal Program Manager	1 through 5
Operations Manager	1 through 5
Senior Program Manager	1 through 5
Program Manager (I, II and III)	1 through 5
Senior Management Analyst	1 through 5
Management Analyst (I, II and III)	1 through 5
Information Systems Manager	1 through 5
Legislative and Regulatory Affairs Manager	1 through 5
Financial Services Manager	1 through 5
Accountant	1 through 5
Clerk of the Board	1 through 5
Executive Assistant – Assistant Clerk of the Board	1 through 5
Webmaster/Graphic Designer	1 through 5
Consultants*	1 through 5

*The Executive Director may determine in writing that a particular consultant, although a "designated position", is hired to perform a range of duties that is limited in scope and thus is not required to comply with the disclosure requirements described in this section. Such determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code. Nothing herein excuses any such consultant from any other provision of this Conflict of Interest Code.

DISCLOSURE CATEGORIES

- Category 1 All interests in real property located within the County of Alameda. Any interests in real property located within the contiguous counties, that is or may be used as any type of hazardous or solid waste facility or for any solid waste or recycling enterprise.
- Category 2 Investments and business positions in business entities, and income from such sources or from persons that contract with the Authority or Recycling Board or that provide services, supplies, materials or equipment of the type used by the Authority or Recycling Board.

- Category 3 Investments and business positions in business entities, and income from such sources or from persons that utilize contractual services, or other services, supplies, materials or equipment of the type provided by the Authority or Recycling Board including but not limited to financial or technical assistance.
- Category 4 Investments and business positions in business entities, and income from such sources, whose property or operations are subject to solid waste facility permits or findings of conformance with the Alameda County Integrated Waste Management Plan.
- Category 5 Investments and business positions in business entities, and income from such sources, that are engaged in the operation of any type of hazardous or solid waste facility or solid waste or recycling enterprise.

For the purpose of the above categories, the terms "solid waste", "solid waste enterprise", "solid waste facility", and "recycling" shall be defined as set forth in California Integrated Waste Management Act (Public Resources Code Sections 40,000 et seq.).

ATTACHMENT B

**ENERGY COUNCIL
RESOLUTION # 2020**

**AT THE MEETING HELD DECEMBER 16, 2020
ADOPTION OF CONFLICT OF INTEREST CODE**

**MOVED:
SECONDED:**

WHEREAS, the Political Reform Act, Government Code Section 81000, et seq., requires state and local government agencies to adopt and promulgate conflict of interest codes; and,

WHEREAS, the Fair Political Practices Commission, pursuant to its powers under the Political Reform Act, has promulgated a regulation containing the terms of a standard conflict of interest code, 2 California Code of Regulations section 18730; and,

WHEREAS, the Alameda County Board of Supervisors, by board action in 2015, approved a conflict of interest code for the Energy Council; and,

WHEREAS, the Energy Council has modified its staff job descriptions and titles since last adopting a conflict of interest code, making it appropriate to revise the language of the conflict of interest code to reflect the current List of Designated Positions.

NOW, THEREFORE BE IT RESOLVED, that the Energy Council:

- (1) Hereby adopts and incorporates by reference the terms of 2 California Code of Regulations, section 18730 and any amendments to it duly adopted by the FPPC and adopts the attached Appendices designating officials and employees and establishing disclosure categories. These regulations and the Appendix constitute the Conflict of Interest Code for the Energy Council; and,
- (2) Hereby resolves that designated officials and employees shall file statements of economic interest with the Authority's Executive Director or designee. The Authority shall make all statements available for public inspection and reproduction pursuant to Government Code Section 81008; and,
- (3) Directs staff to submit the conflict of interest code to the Alameda County Board of Supervisors, as the code reviewing body, for approval.

ADOPTED BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSENT:

ABSTAIN:

Arliss Dunn
Clerk of the Board

APPENDIX I

LIST OF DESIGNATED POSITIONS (REDLINED)

Designated Positions	Disclosure Categories
Energy Council Member/Alternate	1-3
Executive Director	1-3
Administrative Services Director	1-3
Deputy Executive Director	1-3
Authority Counsel	1-3
Principal Program Manager	1-3
<u>Operations Manager</u>	<u>1-3</u>
Senior Program Manager	1-3
Program Manager (I, II and III)	1-3
Senior Management Analyst	1-3
Management Analyst (I,II and III)	1-3
Information Systems Manager	1-3
Legislative and Regulatory Affairs Manger	1-3
Financial Services Manager	1-3
Accountant	1-3
Clerk of the Board	1-3
<u>Executive Assistant – Assistant Clerk of the Board</u>	<u>1-3</u>
Webmaster/Graphic Designer	1-3
Consultants*	1-3

* The Executive Director may determine in writing that a particular consultant, although a "designated position", is hired to perform a range of duties that is limited in scope and thus is not required to comply with the disclosure requirements described in this section. Such determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code. Nothing herein excuses any such consultant from any other provision of this Conflict of Interest Code.

DISCLOSURE CATEGORIES

- Category 1 Any interest in real property within Alameda County or within the nine Bay Area Counties (Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Solano and Sonoma) containing a habitable structure.

- Category 2 Investments and business positions in business entities, and income from such sources or from persons that contract with the Energy Council or that provide contractual services, or other services, supplies, materials or equipment of the type utilized by the Energy Council.

- Category 3 Investments and business positions in business entities, and income from such sources or from persons that utilize contractual services, or other services, supplies, materials or equipment of the type provided by the Energy Council including but not limited to financial or technical assistance.

APPENDIX II

LIST OF DESIGNATED POSITIONS (FINAL)

Designated Positions	Disclosure Categories
Energy Council Member/Alternate	1-3
Executive Director	1-3
Administrative Services Director	1-3
Deputy Executive Director	1-3
Authority Counsel	1-3
Principal Program Manager	1-3
Operations Manager	1-3
Senior Program Manager	1-3
Program Manager (I, II and III)	1-3
Senior Management Analyst	1-3
Management Analyst (I,II and III)	1-3
Information Systems Manager	1-3
Legislative and Regulatory Affairs Manager	1-3
Financial Services Manager	1-3
Accountant	1-3
Clerk of the Board	1-3
Executive Assistant –Assistant Clerk of the Board	1-3
Webmaster/Graphic Designer	1-3
Consultants*	1-3

* The Executive Director may determine in writing that a particular consultant, although a "designated position", is hired to perform a range of duties that is limited in scope and thus is not required to comply with the disclosure requirements described in this section. Such determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code. Nothing herein excuses any such consultant from any other provision of this Conflict of Interest Code.

DISCLOSURE CATEGORIES

- Category 1 Any interest in real property within Alameda County or within the nine Bay Area Counties (Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Solano and Sonoma) containing a habitable structure.
- Category 2 Investments and business positions in business entities, and income from such sources or from persons that contract with the Energy Council or that provide contractual services, or other services, supplies, materials or equipment of the type utilized by the Energy Council.
- Category 3 Investments and business positions in business entities, and income from such sources or from persons that utilize contractual services, or other services, supplies, materials or equipment of the type provided by the Energy Council including but not limited to financial or technical assistance.

DATE: December 16, 2020

TO: Waste Management Authority Board

FROM: Wendy Sommer, Executive Director

BY: Pat Cabrera, Administrative Services Director

SUBJECT: Contract/Vendor Authorization

SUMMARY

On December 10, 2020, the Programs and Administration (P&A) Committee recommended that the Waste Management Authority (WMA) Board approve the contracts, vendors and/or spending authority as requested by staff.

DISCUSSION

By a vote of 11-0 (Kassan absent), the P&A Committee reviewed and recommended forwarding for approval new or augmented contracts, vendors and/or spending authority for Fiscal Year 2020-21. Those contracts/agreements are as follows:

Food Waste Reduction

Spotify	\$25,000
Digital radio advertising	
EffectTV	\$45,050
Digital television advertising	

Used Oil Recycling (Externally Funded)

Spotify	\$25,000
Digital radio advertising	
EffectTV	\$15,000
Television Advertising	

Household Hazardous Waste

Spotify	\$ 6,500
Digital radio advertising	
EffectTV	\$15,000
Digital television advertising	

Information Systems (Overhead)

CDW Government, Inc.	\$25,000
Additional authorization required for purchases of computer equipment needed due to the shelter in place order and increased teleworking.	

Property Management (Altamont Properties)

\$80,000

TBD pending results from the request for proposals and subject to Executive Director approval.

Various repairs needed, including replacement of the perimeter fence at Parcel 6 as well as repairs needed at the North Flynn house.

The report submitted to the P&A Committee is available at the following link: [Contract-Vendor-Authorization.pdf](#)

RECOMMENDATION

That the WMA Board approve the contracts, vendors and/or spending authority listed in the staff report, as recommended by the P&A Committee.



REGULAR BOARD MEETING SCHEDULE

To mitigate the spread of COVID-19, until further notice, all meetings will be held via teleconference.

The regular meeting schedule for the Authority Board and the Energy Council is the fourth Wednesday of each month at 3:00 p.m., except where noted differently (*).

If you concur, the 2021 meeting dates for the Authority Board will be as follows:

<u>DATE</u>	<u>TIME</u>
January 27	3:00 p.m.
February 24	3:00 p.m.
March 24	3:00 p.m.
April 28 *Joint Meeting WMA/EC/RB	3:00 p.m.
May 26	3:00 p.m.
June 23	3:00 p.m.
July 28	3:00 p.m.
August - NO MEETING	
September 22	3:00 p.m.
October 27	3:00 p.m.
November 17 *3rd Wednesday *Joint Meeting WMA/EC/RB	3:00 p.m.
December 15 *3rd Wednesday	3:00 p.m.

MEETING STIPEND

Board members are compensated with a stipend of \$150 per meeting and will not exceed three meetings per month.

RECOMMENDATION

That the Waste Management Authority Board and the Energy Council adopt the regular meeting schedule for 2021.

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DATE: December 16, 2020

TO: Waste Management Authority Board

FROM: Wendy Sommer, Executive Director

SUBJECT: Reappointment to the Recycling Board – Board member Zermeño

SUMMARY

Board member Francisco Zermeño, City of Hayward, has served one two-year term on the Recycling Board and is eligible for reappointment to a second two-year term. He has indicated a willingness to serve a second two-year term. His current term expires January 22, 2021.

RECOMMENDATION

That the Waste Management Authority Board reappoint Board member Zermeño to a two-year term on the Recycling Board ending January 22, 2023.

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DATE: December 16, 2020

TO: Waste Management Authority Board

FROM: Jeff Becerra, Communications Manager

SUBJECT: Legislative Priorities for 2021

SUMMARY

At their December 10 meetings, the Programs & Administration Committee and Planning Committee/Recycling Board approved and forwarded to the Waste Management Authority for consideration legislative priorities for 2021. The priorities are now before the Authority for approval.

DISCUSSION

January begins a new two-year session of the California Legislature. At the December 10 meetings, staff discussed with the committees a need to focus on legislation that will bring jurisdictions some relief on implementation of SB 1383. The memo for that item is available to review here:

<https://www.stopwaste.org/sites/default/files/meeting/2021%20Leg%20Priorities.pdf>

By a vote of 11-0 (Kassan absent), the Programs & Administration Committee forwarded to the WMA the following recommendation: “Join efforts with other partners to introduce and support legislation seeking to modify SB 1383 implementation timelines.” By a vote of 10-0, the Planning Committee/Recycling Board forwarded to the WMA a similar recommendation with some additional language: “Join efforts with other partners to introduce and support legislation seeking to modify SB 1383 implementation timelines, as long as the relief is not prolonged or excessive in nature.”

RECOMMENDATION

That the Waste Management Authority adopt as its legislative priority for 2021 joining efforts with other partners to introduce and support legislation seeking to modify SB 1383 implementation timelines as long as the relief is not prolonged or excessive in nature.

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DATE: December 16, 2020

TO: Waste Management Authority Board
Energy Council

FROM: Wendy Sommer, Executive Director
Timothy Burroughs, Deputy Director
Justin Lehrer, Operations Manager

SUBJECT: Priority Setting for Fiscal Years 2021-22 and 2022-23

SUMMARY

The Agency undertakes the priority setting process every other year to inform budget development, resource allocation, external fund-seeking, and program selection and design for a two-year period.

At the November 18 joint Waste Management Authority Board, Energy Council, and Source Reduction and Recycling Board meeting, staff presented and the Board discussed proposed updates to the Agency's two-year guiding principles, along with a set of aims to help orient the Agency over a longer term. The final set of aims and guiding principles will be considered for adoption on December 16, concluding the priority setting process.

DISCUSSION

The intent of the following aims and guiding principles is to reflect the Agency's long-term direction as well as shorter-term (two fiscal years) programmatic work, especially the roles StopWaste play to support its member agencies; to affirm the strategic planning work that Agency staff contributed to internally; and to reflect the many external forces that affect our collective work, such as the COVID-19 pandemic, climate impacts, and persistent social and racial disparities in our communities.

Throughout this priority setting process, Board members, member agency staff, StopWaste staff, and partner organizations provided valuable and pragmatic input, especially by helping us identify tangible examples of what the draft guiding principles look like when applied to our collective work.

After the November 18 joint Board meeting, StopWaste received comments from the Northern California Recycling Association (NCRA), who expressed their alignment with the draft guiding principles (and also indicated strong support for the landfill obsolescence goal included in the

Agency's Recycling Plan). NCRA also emphasized the importance of continuing to support downstream solutions, while signaling agreement with upstream efforts focused on reusable food ware, and reuse more generally. Being specific programmatic requests, these comments are better addressed through the annual budget processes and are already reflected in the proposed guiding principles.

Aims and Two-Year Guiding Principles

StopWaste is utilizing six 'aims' to provide a long-term framework for focusing its work:

- **Capacity:** Help member agencies and partners develop the additional capacity needed for large-scale community and environmental benefit
- **Equity:** Hold social and racial equity at the center of our work
- **Partnership:** Cultivate collaborative, multi-disciplinary partnerships
- **Regeneration:** Focus resources on strategic interventions where we can support the shift towards a regenerative economy
- **Mindset:** Change the mindset driving inefficient resource use and overconsumption in Alameda County
- **Evaluation:** Evaluate success based on indicators of economic, social and environmental health

To advance these aims and apply it to our work, StopWaste proposes the following two-year guiding principles:

	Two-Year Guiding Principle	Explanation	Example of Principle in Action
1	Assist member agencies to strategically and cost-effectively address regional and state-level regulations and policies, such as SB 1383 and AB 32	StopWaste supports member agencies and other partners in ways that build long-term capacity to achieve lasting benefits and market transformation	StopWaste is leveraging its capacity and tools, such as strategic grant-making, technical assistance, and countywide messaging, to bolster jurisdictions' implementation of SB 1383 requirements and ultimately achieve greater results
2	Use an equity lens when designing, implementing, and evaluating Agency operations and programs	As a public agency, it is essential that we approach our work in a way that is inclusive and centers the empowerment of the most marginalized in our communities	This past year StopWaste redesigned the BayREN multifamily program to advance equity by focusing on tenants and owners of small multifamily buildings – community members that are typically not served by other energy programs
3	Align our program offerings to better serve community members	Multiple programs sometimes cross-promote to the same audience and compete for their attention; we have the opportunity to further integrate services	Participants in the StopWaste Schools Program benefit from outreach and educational resources related to reducing food waste, using clean energy, composting, and more
4	Form new and strengthen existing partnerships that	Creating new allies and partnerships can help us broaden the reach of our	Effective implementation of SB 1383 requires new and increased collaboration

	expand our multiple benefits approach to include the social and economic health of our communities	programs and provide additional benefits for our stakeholders	with food recovery organizations to reduce organics disposal and help address food insecurity
5	Reorient the Agency's work where needed to respond to and rebuild from the impacts of COVID-19 and climate change	Ensure the Agency's annual budget is informed by current economic downturn conditions and our partners' resource constraints, while also being strategic and continuing to promote and foster innovation	Several Agency programs, such as MRO, Schools, and Community Outreach, quickly pivoted to providing web-based assistance and resources to continue to support communities during the COVID-19 pandemic
6	Continue to emphasize upstream approaches	Over time the Agency is shifting to higher level system interventions: from a downstream focus on proper handling of waste, to preventing wasteful use of both energy and materials, to designing waste out of existing systems, and it can go even further by influencing the mindset out of which these systems arise	StopWaste is analyzing strategic interventions to influence reusable food ware systems and infrastructure
7	Collect, monitor and report data that tell the story of the Agency's impact and facilitate continuous improvement	Single-issue metrics (tonnage or kwh) are not sufficient to evaluate our overall effectiveness; evaluation efforts must also be informed by the Agency's guiding principles	StopWaste is currently evaluating a range of its programs to ensure they are achieving the intended outcomes and to define metrics to help track progress along the way

Once adopted, the revised guiding principles will be used to inform Agency strategy and budget development for the next two years (fiscal years 2021-22 and 2022-23). In keeping with a more adaptive approach to planning, staff will begin applying the aims and principles to our work, starting with discussion on how to integrate the guiding principles into programming.

RECOMMENDATION

That the WMA/EC Boards adopt the aims and guiding principles to be used for program design and budgetary planning for fiscal years 21-22 and 22-23.

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DATE: December 16, 2020

TO: Waste Management Authority Board

FROM: Michelle Fay, Program Manager

SUBJECT: 2020 Business Efficiency Awards

SUMMARY

The 2020 StopWaste Business Efficiency Awards will be presented during the December 16 WMA Board meeting to recognize four Alameda County businesses for their efforts to reduce waste and improve efficiency.

DISCUSSION

StopWaste's annual business awards event was originally scheduled for May of this year. A call for nominations went out in February to solicit submissions from Board members, member agency staff, hauler representatives, StopWaste staff and our partners. StopWaste received 20 nominations representing businesses in 12 Alameda County jurisdictions. The evaluation team had completed assessments based on environmental benefit, innovation, leadership and replicability and identified the awardee finalists just as the shelter-in-place orders went into effect in March. Given the many unknowns at the time, plans for the event were put on hold.

This fall we picked up where we left off and revisited the nominations received in February. Awardee finalists were contacted to learn how business had been affected by COVID-19 and to understand how, if at all, any of their waste reduction and efficiency efforts had been impacted. We were pleased to learn that while they all have had to adjust significantly, waste reduction and resource efficiency are still key principles of their operations.

We are excited to share the following list of 2020 awardees:

[Alameda & Castro Valley Natural Grocers](#)

Excellence in Waste Prevention & Reuse

Alameda & Castro Valley Natural Grocers put people and the planet first. Leftover whole foods are used as ingredients for prepared foods and employees get first pick of any products that can no longer be sold. Leftover edible items go to the food bank, locals with chickens, or to the compost as a last resort. Since May 2019, their "Second Cycle" program has saved over 5,500 pounds of imperfect produce, while making healthy, sustainable food more accessible. They encourage reusable packaging with bulk filling stations and reusable food ware for on-site dining in non-pandemic times. New packing stations make it easy for customers to bag their own groceries inside.

Claremont Hotel Club & Spa – Oakland

Excellence in Food Waste Reduction

This iconic hotel joined StopWaste’s Smart Kitchen Initiative in July 2018, making it the largest single food service operation participating in the program to date. Between October 2018 and February 2020, their dedicated culinary team tracked well over 200,000 transactions and have reduced pre-consumer food waste by 64% compared to the baseline, equivalent to 44,000 pounds. Their ongoing food waste reduction efforts also includes donation of surplus prepared food to hunger relief organizations. Annually, Claremont Hotel Club & Spa also reports efforts to their parent company Accor Hotels to share best practices with others.

First Street Alehouse, Livermore

Excellence in Recycling & Composting

Known as the “heartbeat of downtown Livermore,” this beloved bar and restaurant was one of the first businesses to sign up for the city’s organics collection and has consistently kept well over 80% of their discards out of the landfill ever since. Recycling and composting is a priority supported by management and an integral part of operations. The kitchen setup makes proper sorting easy, good signage helps everybody remember what goes where and ongoing training guarantees all staff members are well versed in the practices.

Surplus Service – Fremont

Excellence in Waste Prevention & Reuse

A true leader in e-waste management, Surplus Service not only exceeds the highest industry recycling standards, but also repairs and remarkets for reuse 85% of electronic products that would otherwise go to waste. With the support of StopWaste grants over the last few years, Surplus Service has refurbished and resold over 100,000 pounds of monitors. Thousands of hard drives are cleaned for reuse each month. In addition, Surplus Service runs a training program that equips underserved participants in federal detention facilities with skills, experience and employment connections to successfully re-enter the work force and build good careers.

RECOMMENDATION

Awards - This item is for information only – Recognizing Awardees

**January 2021
Meetings Schedule**

Alameda County Waste Management Authority, the Energy Council, & Source Reduction and Recycling Board

(Meetings will be held **via teleconference** unless otherwise noted)

SUN	MON	TUES	WED	THURS	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14 <div style="text-align: center;"> 9:00 AM Programs & Administration Committee Key Items: 1. FY 2019-20 Audit </div> <hr style="width: 20%; margin: 10px auto;"/> <div style="text-align: center;"> 4:00 PM Planning Committee & Recycling Board Key Items: 1. FY 2019-20 Audit 2. 5 year financial audit - Phase I recommendations </div>	15	16
17	18 AGENCY HOLIDAY	19	20	21	22	23
24	25	26	27 <div style="text-align: center;"> 3:00 PM Waste Management Authority & Energy Council Key Items: 1. FY 2019-20 Audit 2. 1383 Discussion </div>	28	29	30
31						

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Energy Council
TECHNICAL ADVISORY GROUP (TAG)

Tuesday, November 17, 2020 – 1:00pm to 2:30pm (Conference Call)

Attendance (all via phone):

Alameda County: Emily Sadigh

City of Alameda: Patrick Pelegri-O'Day

City of Albany: Lizzie Carrade, Michelle Plouse

City of Berkeley: Alice LaPierre, Ammon Reagan

City of Dublin: Shannan Young, Chloe Trifilio (fellow)

City of Fremont: Rachel DiFranco, Robbie Barton

City of Hayward: Erik Pearson, Nicole Grucky, Taylor Richard (Fellow)

City of Oakland: Shayna Hirshfield-Gold, Danielle Makous, Chiara Arellano (Fellow), Adrienne Harris (Fellow)

City of Piedmont: Nate Redinbo (Fellow)

City of Pleasanton: Zack Reda

City of San Leandro: Hoi-Fei Mok

StopWaste: Jennifer West, Emily Alvarez, Chris Hunter, Miya Kitahara, Ben Cooper, Timothy Burroughs, Kelly Schoonmaker, Sy Baker (Fellow)

Meeting Summary:

Introduction & Announcements

- Kelly Schoonmaker, StopWaste, announced that the SB 1383 final regulations have been released by CalRecycle. SW staff will review and keep member agencies up to date.

Multifamily Sector Engagement Deep Dive, Candis Mary-Dauphin (StopWaste)

- StopWaste has been administering the BayREN Bay Area Multifamily Building Enhancements (BAMBE) program since its inception in 2013.
- Over the years, BayREN and StopWaste has evolved the program to meet industry trends and member agency needs.
 - Desire to reconcile how the program operates with where we want to go with our work → improve shelter in a way that leads to thriving communities.
 - Must still work within regulatory and funding source (ratepayer energy efficiency funds) constraints.
- How can we use BAMBE and other BayREN programs to move towards our broader aim and who might we work with along the way?
 - Partnerships: we have to work on energy efficiency but other partners can offer more to the same customers (“one stop shop”).
- Recognize co-benefits of energy efficiency: health, comfort, and affordability, which are sometimes used primarily for marketing, but are actually central to good shelter.
 - Connect to agencies where these “co-benefits” are their focus.
 - Need to break down silos and collaborate with other departments in member agency jurisdictions and community-based organizations (CBO).

TAG 1-on-1 Meetings, Miya Kitahara (StopWaste)

- Miya and Sy Baker (StopWaste Fellow) have been meeting with member agencies 1-on-1 and will provide a big-picture summary after all interviews are complete.
- Multifamily highlights/themes so far:
 - Cities have a vision and goals for shelter broader than what we typically work on.
 - How can we integrate work across city departments or efforts (inside or outside government)?
 - Discussion around people and not just buildings → how do people use space and how can the built environment affect quality of life?
 - Lack of ability to currently gather in public spaces, but acknowledgment that community connections enhance lived experience of our neighborhoods.
 - How do we dedicate land to transportation or housing? Currently large amount of land is dedicated to cars. How can we use our spaces to connect to food systems?
 - Spatially integrate uses to make things more walkable.
 - Unique opportunity: Shelter in place (SIP) & working from home (WFH) blurred the lines between spheres and identities (workers, residents, consumers) and we are seeing each other as whole people → how does the built environment adapt to that or shape that experience? How does it contribute to or degrade cohesion and sense of place?
- TAG Survey results include:
 - Wanting StopWaste's help with integration of work with other departments.
 - Don't want our efforts to inadvertently increase inequality (like electrification).
 - Look at future planning updates as opportunities to collaborate with other staff (i.e. Environmental Justice requirements of SB 1000 for General Plans).
 - Help with strategies to support local organizations, enhance civic engagement in general, resilience hubs/housing security.

Multifamily Home Energy Coordinating Committee (MF HERCC) Convening Summary, Ben Cooper (StopWaste)

- Formed within the context of American Recovery and Reinvestment Act (ARRA) funding.
 - Usual stakeholders are consultants, IOUs, state agencies, local government.
- Focus on equity for this year's convening (also included CCAs and EJ/equity groups).
- Themes/takeaways:
 - Listen, engage, nurture, and sustain
 - Identify what individuals uniquely need and meet them there. Upgrades can be a low priority for owners/tenants, but housing security and ability to keep utilities on are a high priority.
 - Acknowledge how gender dynamics, age, and experience all impact how someone engages with our programs.
 - Need to earn trust.
 - Hire contractors that come from or look like the communities they serve.

- Hire CBOs to design and implement programs, not just do marketing/outreach.
 - SOMAH is a great model for incorporating program into existing work being done by CBOs
- Reduce administrative barriers
 - Georgia Power worked with Equifax to perform automatic income verification so customer did not have to submit lengthy documentation (potential privacy concerns, but also streamlining).
- Data reliability and consistency: what to collect and how to collect it to have meaningful program evaluation?

StopWaste Guiding Principles and BayREN BAMBE Program

- Impact on issues outside of the energy efficiency scope (health, housing security, etc.)?
- Alignment with proposed guiding principles:
 - Target underrepresented geographies, naturally-occurring affordable housing (NOAH), or affordable housing (exceptions for in-unit work benefitting tenant or those interested in electrification pathway).
 - NOAH likely has greater opportunity for health improvements (hidden market sector), pilot in Santa Clara County, with possible expansion.
 - Respond and bounce back better from COVID: BAMBE participants want rebates available upfront, made 25% of incentives available after project is approved.
 - Split incentive: go upstream, work with real estate or resident-owned properties (HOAs), engage tenants and landlords together.
 - BayREN focus on difficult to serve populations.
- Current programs are successful based on conventional metrics (\$\$ given, # of participants, energy saved). What other metrics do we want to be successful in?
- How can we form new collaborations? CBOs, focus groups, training of key partners, housing departments, property owners, etc.

Break-out Sessions

What are the relationships that you see as crucial to moving your work forward in the multifamily residential sector?

- Better relationships with housing dept, can be person-dependent (turnover, bandwidth).
 - Document updates are good chances for collaboration
 - Not every city has a housing department, so some need to build relationships with individuals covering that work
- May have relationships with CBOs for affordable housing, but less for market rate.
- With regional organizations it may not make sense for city to be main contact. It can be StopWaste?
- Address split incentives (property owner/tenant)
- Collaborate with other efforts as much as possible (rent stabilization, haulers, EV infrastructure).

How might we collectively use BAMBE to help you strengthen and/or develop these relationships? What tools would you design to help do this?

- Have been using carrots for a while, at what point do we have to switch to sticks? Make sure people are ready for that so they aren't "punished."
- Bring people together in a room (meet and greet), discuss intersection of topics/programs and synergies.
 - May want to follow up with smaller subgroups since county is so diverse.
- Provide resources in other languages.
- See what stimulus funding may become available.
- Share list of contacts for community resources/programs/agencies.
- Tangible next steps and clarity on goals, do not add more work.
- Crash-course on planning and housing could help frame the issue and how to attack it.
- Create opportunities for sharing between cities.
- Short blurb for marketing/communications that can be shared with other departments/agencies/groups to spread the word of what is being done.

Updates and Announcements

- TCAC comment letters urging funding for affordable housing to continue to include green/sustainable design points.
- Outreach for Home+ next round of workshops: if you want us to send mailers for your jurisdiction please review email and let us know. Will also be doing a series of Spanish workshops in December BayREN-region wide.
- HPWH trainings are happening for contractors (Bradford White and Rheem) as well as for building department staff.
- Prop 68 coastal conservancy resilience funding exploration conversation - planned for Dec 2.

2:30 – 3:30 pm East Bay Community Energy meeting

- Notes by EBCE