

APPROVED

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

Thursday, February 12, 2026

6:00 P.M.

**IN PERSON MEETING LOCATION:
StopWaste Boardroom
1537 Webster Street, Oakland, CA**

I. CALL TO ORDER

President Jensen called the meeting to order at 6:00 p.m. Timothy Burroughs explained the meeting process being utilized during the meeting. A link to the process is available here: [Virtual-Meetings-Instructions](#).

II. ROLL CALL OF ATTENDANCE

Tracy Jensen, President
Xouhoa Bowen, ACWMA
Ja'moni Brooks, Recycling Materials Processing Industry
Virginia Harrington, Solid Waste Industry Representative
Ellen McClure, Environmental Educator
David Mourra, ACWMA
Elaine Owyang, Environmental Organization
Barun Singh, Recycling Programs
Madelyn Vital, Source Reduction Specialist

ABSENT

Ben Barrientos, ACWMA

Staff Present

Timothy Burroughs, Executive Director
Alma Freeman, Communications Manager
Justin Lehrer, Administrative Services Director
Else Lebsack, Program Manager
Arliss Dunn, Clerk of the Board
Farand Kan, County Counsel

III. ANNOUNCEMENTS BY THE PRESIDENT

President Jensen welcomed Madelyn Vital to the Board as the new Source Reduction Specialist Representative, Rita Duncan, as the new WMA appointee to the Recycling Board. Board member Vital provided a summary of her background and experience and stated that she is excited to serve on the Recycling Board. Board member Duncan stated that she is interested in the role of the Recycling Board and most importantly about educating our ratepayers on their role in this process.

IV. OPEN PUBLIC COMMENT

There were none.

V. CONSENT CALENDAR

1. Approval of the Draft PC & RB Minutes of January 8, 2026

2. Board Attendance Record

3. Written Report of Ex Parte Communications

There were no public comments for the Consent Calendar. Board member Harrington moved for approval of the Consent Calendar. Board member Brooks seconded, and the motion carried 9-0. The Clerk called the roll:

(Ayes: Bowen, Brooks, Duncan, Harrington, Jensen, McClure, Mourra, Owyang, Vital. Nays: None. Absent: Barrientos, Singh. None. Abstain: None)

VI. REGULAR CALENDAR

1. Implementation of the Reusable Bag Ordinance (Ordinance 2025-1) (Elese Lebsack)

This item is for information only.

Timothy Burroughs introduced the item. Elesé Lebsack provided an overview of the staff report and presented a PowerPoint presentation. A link to the report and the presentation is available here: [RBO-Update-Memo.pdf](#). Ms. Lebsack informed the Board that over the last eight months, staff conducted outreach for implementation of the updated Reusable Bag Ordinance (RBO) and continued to gather annual data about customer bag use and bag purchasing by stores. Ms. Lebsack provided an overview of the bag rules, current implementation activities, and annual bag use and purchasing data.

Additional time was provided to the Board for discussion and for clarifying questions. An audio link to the discussion is available here: [RBO-Update-Discussion](#). There were no public comments on this item. President Jensen thanked Ms. Lebsack for a very informative report.

VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR

Timothy Burroughs announced that StopWaste featured an article in the latest edition of Edible East Bay. The article focuses on residential food waste prevention and tips for getting the most out of your food.

Board member Bowen announced that last week, the San Leandro School District sent out information about the launch of the reusable foodware program at the District, and shared that the program is already getting a lot of positive feedback from the community. Board member Bowen stated that as a Board member, she was excited to see the implementation of the initiative and acknowledged StopWaste for its efforts.

Board member Duncan announced that she attended the Open House at the StopWaste Education Center and toured the Davis Street Transfer Station. Board member Duncan added she was impressed and pleased to be part of the team, and it was great to see so many young people taking action.

VIII. ADJOURNMENT – TO PC&RB MEETING – MARCH 12, 2026 AT 4:00 P.M.

The meeting adjourned at 6:40 p.m.