

DRAFT

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

**Thursday, June 12, 2014
4:00 p.m.**

**StopWaste Offices
1537 Webster Street
Oakland, CA 94612
510-891-6500**

**Via teleconference:
Steve Sherman
3139 Lewiston Avenue
Berkeley, CA 94705
510-655-1121**

Meeting is wheelchair accessible. Sign language interpreter may be available upon five (5) days notice to 510-891-6500.

I. CALL TO ORDER

President Anu Natarajan called the meeting to order at 4:00 p.m.

II. ROLL CALL

Jerry Pentin
Barbara Halliday
Anu Natarajan
Daniel O'Donnell
Michael Peltz
Steve Sherman (via teleconference)
Minna Tao (arrived 4:05 p.m.)
Gordon Wozniak (arrived 4:10 p.m.)

Absent:

Chris Kirschenheuter
Laureen Turner

Staff Present:

Gary Wolff, Executive Director
Pat Cabrera, Administrative Services Director
Jeff Becerra, Communications Manager
Meri Soll, Program Manager
Audrey Beaman, Recycling Board Counsel
Arliss Dunn, Clerk of the Board

III. ANNOUNCEMENTS BY THE PRESIDENT

On behalf of the Board, President Natarajan extended congratulations to Board member Halliday on her election as Mayor of the city of Hayward. Mayor Halliday indicated as the Mayor of Hayward she will continue to serve as the representative to StopWaste.

IV. CONSENT CALENDAR (P&O & RB)

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| 1. Approval of the Draft Minutes of May 8, 2014 (Gary Wolff) | Action |
| 2. Board Attendance Record (Gary Wolff) | Information |
| 3. Written Report of ExParte Communications | Information |
| 4. Grants Under \$50,000 (Gary Wolff) | Information |

Ms. Halliday made the motion to approve the Consent Calendar. Mr. Pentin seconded and the motion carried 6-0 (Kirschenheuter, Tao, Turner and Wozniak absent).

V. OPEN PUBLIC DISCUSSION

There was none.

VI. REGULAR CALENDAR

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|--|-----------------------------------|
| 1. FY 14-15 Budget Adoption (RB only) (Gary Wolff & Pat Cabrera) | Public Hearing/
Action |
| That the Recycling Board hold a public hearing on the budget and then adopt the portion of the FY 14-15 budget funded by the Recycling Board pursuant to the attached resolution (Attachment I). | |

Ms. Cabrera provided an overview of the staff report. The report is available here:

<http://www.stopwaste.org/docs/budget-06-12-14-rb.pdf>

President Natarajan opened the public hearing. There were no public comments on this item and the public hearing was closed. Mr. Pentin made the motion to approve the FY 14-15 budget. Ms. Halliday seconded and the motion carried 7-0 (Kirschenheuter, Turner and Wozniak absent).

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|--|--------------------|
| 2. Legislation Positions for 2014 (P&O & RB) Gary & Jeff Becerra) | Information |
| Staff recommends that the Boards receive this status update on Agency legislative positions for the 2014 session of the California Legislature and change the Agency position on AB 2284 for support to watch. | |

Mr. Becerra provided an overview of the staff report. The report is available here:

<http://www.stopwaste.org/docs/legislation-06-12-14-rb.pdf>

Mr. Becerra indicated that AB 2145 - Community Choice Aggregation is not included in the staff memo, and staff is recommending an "oppose" position. There is interest countywide in examining this issue and this bill would limit the options available to member agencies considering the possibility of joining or forming CCA's. Ms. Halliday stated that she supports the agency's "oppose" position on AB 2145 - Community Choice Aggregation and made the motion to include the bill in the staff recommendation. Mr. Becerra indicated that the priority area of legislation is organics processing and the two most important bills are AB 1594 (Williams) ADC, and AB 1826 (Chesbro) Commercial Organic Waste Recycling. Ms. Natarajan requested that staff provide form letters of support to Board members. Mr. Becerra stated that will comply with the request and also encouraged Board members to contact legislators and leverage any relationships.

Ms. Halliday asked for clarification on AB 2282 - (Gatto) Recycled Water Infrastructure. Mr. Becerra stated the agency position changed to "watch" when the bill was modified to focus only on recycled water and not grey water reuse. Mr. Wolff added that it was originally a bill that fit within the energy water nexus priority adopted by the Energy Council.

Mr. Wozniak made the motion to approve the revised staff recommendation to include AB 2145 - Community Choice Aggregation. Ms. Halliday seconded and the motion carried 8-0 (Kirschenheuter and Turner absent).

3. Revolving Loan Fund Variation to Guidelines (P&O & RB) Gary Wolff & Meri Soll **Information**

Staff recommends that the Recycling Board approve a variation from the current RLF guidelines from a maximum 5 year loan term to a 7 year loan term for Urban Ore, as described in the staff report.

Ms. Soll provided an overview of the staff report. The report is available here:

<http://www.stopwaste.org/docs/rlf-06-12-14-rb.pdf>

Ms. Tao inquired about the current monthly loan payment for Urban Ore and asked if the loan to debt ratio is healthy enough to extend the 7 year loan. Ms. Soll stated the monthly loan payment is \$1,894. Mr. Wolff added there's not a huge amount of equity available in the property but they are able to pay back the loan and the grant program is designed to assume some risk. Mr. Wozniak inquired if Urban Ore was aware of the June 1, 2014 deadline for the balloon payment and why delay their request to modify the loan. Ms. Soll stated they first modified a larger loan which enabled them to improve their cash flow.

Mr. Wozniak made the motion to approve the staff recommendation. Ms. Tao seconded and the motion carried 8-0 (Kirschenheuter and Turner absent).

4. Grants to Nonprofits - Tours (P&O & RB) (Gary Wolff & Meri Soll) **Action**

Ms. Soll provided an overview of the staff report. The report is available here:

<http://www.stopwaste.org/docs/gtnp-tours-06-12-14-rb.pdf>

Mr. Wolff indicated the staff memo does not include the July meeting which is scheduled to be held at the Fremont Transfer Station and could include a tour of the Education Center or a presentation by a grant recipient. Ms. Natarajan suggested a tour of the Tesla Manufacturing Plant. Mr. Wolff stated the RB meetings are public meetings and Tesla would need to accommodate this requirement. Staff will look into touring Tesla for the July meeting.

The August 14 meeting will be a tour, with a site to be determined. The September 11th meeting may be cancelled in lieu of the scheduled joint meeting on September 17th. Board members provided general direction but left it up to staff to determine the schedules for October - December. Mr. Wolff indicated there will be significant shifting of Board members between September and November and suggested scheduling a combined meeting in January 2015 to orient the incoming Board members and provide an update on the strategic plan. Board members concurred with this recommendation.

VII. OTHER PUBLIC INPUT

There was none.

VIII. COMMUNICATIONS/MEMBER COMMENTS

Given the Board members interest in Tesla, and the material management issues involved with emerging technologies for energy storage, Mr. Wolff noted that he hear recently that a number of multi-national companies are looking into developing a process for the extraction and production of lithium salts from remote, rural salt flats in Argentina to be used in rechargeable batteries. However, such mining is a significant social issue of concern in that part of Argentina.

IX. ADJOURNMENT

The meeting adjourned at 4:55 p.m.

DRAFT

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AND
ALAMEDA COUNTY RECYCLING BOARD**

**Thursday, July 10, 2014
7:00 p.m.**

**FINELITE, INC.
30500 Whipple Road
Union City, CA 94587
(510) 441.1100**

Meeting is wheelchair accessible. Sign language interpreter may be available upon five (5) days notice to 510-891-6500.

I. CALL TO ORDER

President Anu Natarajan called the meeting to order at 7:08 p.m.

II. ROLL CALL

Barbara Halliday
Chris Kirschenheuter
Anu Natarajan
Daniel O'Donnell (arrived 7:15 p.m.)
Jerry Pentin
Minna Tao
Gordon Wozniak

Absent:

Steve Sherman
Michael Peltz
Laureen Turner

Staff Present:

Gary Wolff, Executive Director
Tom Padia, Recycling Director
Wendy Sommer, Deputy Director
Justin Lehrer, Senior Program Manager

III. OPEN PUBLIC DISCUSSION

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.

IV. EPA Seeds of Change Award (Gary Wolff & Justin Lehrer) Information

Justin Lehrer presented an overview of the EPA Seeds of Change Award StopWaste received for the Reusable Transport Packaging project's efforts to share best practices and duplicate efforts with other communities. Mr. Lehrer also mentioned Reusable Transport Packaging competitive grant awards are available for organizations ready to switch to reusable transport packaging for their shipping, receiving, or distribution operations. The grants are funded by US EPA and will only be available for a limited time.

V. TOUR:

Finelite, Inc.

Mr Lehrer introduced Dean Mayes, Director Of Manufacturing, Ana Koo, Industrial Engineer, and Haley Qu, Industrial Engineer. They provided a presentation about Finelite and their packaging reduction efforts followed by a walk-through of the manufacturing facility, during which they took questions from the Board. The link to the presentation is available here:

<http://www.stopwaste.org/docs/stopwaste-tour.pdf>

VI. ADJOURNMENT

The meeting adjourned at 8:40 p.m.

DRAFT

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**Thursday, August 14, 2014
4:00 p.m.**

**MedShare
2937 Alvarado Street
San Leandro, CA 94577
510-567-7070**

Meeting is wheelchair accessible. Sign language interpreter may be available upon five (5) days notice to 510-891-6500.

I. CALL TO ORDER

1st Vice President, Daniel O'Donnell, called the meeting to order at 4:10 p.m.

II. ROLL CALL

Lorrin Ellis
Barbara Halliday
Chris Kirschenheuter
Daniel O'Donnell
Michael Peltz
Tim Rood for Anu Natarajan
Steve Sherman
Minna Tao
Gordon Wozniak

Staff Present:

Tom Padia, Recycling Director
Justin Lehrer, Senior Program Manager

III. OPEN PUBLIC DISCUSSION

There was none

IV. Overview: The MedShare Story

Andy Pines, Executive Director, and Ken Rogers, Warehouse and Operations Manager, welcomed the Board to MedShare and provided an overview of their operations. Mr. Pines noted that in addition to worldwide operations, MedShare also supplies local "safety net" and medical clinics. Mr. Sherman asked that MedShare, in any future grant applications or reports,

try to quantify the amount of resources that are re-distributed in Alameda County (i.e. value that is recirculated in the local economy). Mr. Pines said they could do that.

Mr. Rogers noted that MedShare swaps inventory at times with other medical reuse non-profits, and when some items are past date of use, they try to donate them to organizations like RAFT (e.g. tubing) where they might be repurposed for non-medical uses. Mr. Sherman suggested that StopWaste could play a role as convener of a “reuse forum” where we could get various reuse enterprises both for-profit and non-profit together in a room to network and explore opportunities for synergies and swaps.

After the initial discussion, the Board took a tour of the warehouse. Here is a link to photo's taken during the tour: <http://www.stopwaste.org/docs/medshare-tour-photos.pdf>

VI. ADJOURNMENT

The meeting adjourned at 5:17 p.m.