

APPROVED

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

THURSDAY, MAY 8, 2025

9:00 A.M.

***IN PERSON MEETING LOCATION:*
STOPWASTE BOARD ROOM
1537 WEBSTER STREET, OAKLAND, CA**

Members Present:

City of Berkeley	Mark Humbert
Castro Valley Sanitary District	Dave Sadoff, Chair
City of Dublin	Jean Josey
City of Fremont	Yang Shao
City of Newark	Matthew Jorgens
City of Oakland	Ken Houston
Oro Loma Sanitary District	Rita Duncan
City of Piedmont	Lorrel Plimier
City of Pleasanton	Matt Gaidos

Absent

County of Alameda	David Haubert
City of Albany	Jennifer Hansen-Romero
City of Hayward	Daniel Goldstein

Staff Present:

Timothy Burroughs, Executive Director
Alma Freeman, Communications Manager
Justin Lehrer, Operations Manager
Jeannie Pham, Program Manager
Trevor Probert, Program Manager
Arliss Dunn, Clerk of the Board

I. Convene Meeting

Chair Sadoff called the meeting to order at 9:00 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](#). Mr. Burroughs provided an overview of the rules and purpose for the Programs & Administration committee.

II. Public Comments

There were none.

III. CONSENT CALENDAR

1. Approval of the Draft Minutes of March 8, 2025

APPROVED

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

(Ayes: Duncan, Gaidos, Humbert, Jorgens, Josey, Plimier, Sadoff, Shao. Nays: None. Absent: Goldstein, Houston, Haubert, Hansen-Romero. Abstain: None)

IV. REGULAR CALENDAR

1. Compost Partnerships with Urban Agriculture (Trevor Probert & Jeannie Pham)

This item is for information only.

Timothy Burroughs introduced the item. Trevor Probert and Jeannie Pham presented an overview of activities conducted with urban farms, including On-Site Composting Technical Assistance, the StopWaste Environmental Educator Training (SWEET), hosting Compost Hubs in coordination with Member Agencies, and co-developing educational resources for residential home gardeners. A link to the staff report and the presentation is available here: [Compost-Partnerships-Urban-Agriculture-memo.pdf](#)

Additional time was provided to the Board for discussion and for clarifying questions. An audio link to the discussion is available here: [Compost-Partnerships-Urban-Agriculture-Discussion](#). There were no public comments on this item. Chair Sadoff thanked Mr. Probert and Ms. Pham for a very informative presentation.

V. MEMBER COMMENTS

Mr. Burroughs reminded the Committee that the Fiscal Year 2026 budget will be considered at the May 28 WMA meeting. Chair Sadoff announced that the new operations building at the Castro Valley Sanitary District was completed, with the first board meeting scheduled for June 3.

VI. ADJOURNMENT – TO JUNE 12, 2025, AT 9:00 A.M.

The meeting was adjourned at 9:43 a.m.