

**APPROVED**

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

**Thursday, June 8, 2023**

**9:00 A.M.**

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

**Members Present:**

County of Alameda	David Haubert
City of Berkeley	Susan Wengraf
Castro Valley Sanitary District	Dave Sadoff
City of Dublin	Melissa Hernandez, Chair
City of Hayward	Daniel Goldstein
City of Fremont	Yang Shao
City of Newark	Mike Hannon
Oro Loma Sanitary District	Shelia Young
City of Piedmont	Jen Cavanaugh
City of Pleasanton	Jack Balch
City of Union City	Jeff Wang

**Absent:**

City of Albany	Jennifer Hansen-Romero
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**Staff Present:**

Timothy Burroughs, Executive Director  
Pat Cabrera, Administrative Services Director  
Justin Lehrer, Operations Manager  
Alma Freeman, Communications Manager  
Arliss Dunn, Clerk of the Board  
Elese Lebsack, Program Manager

**Others Participating:**

Seph Petta, Shute, Mihaly & Weinberger

**I. Convene Meeting**

Chair Melissa Hernandez 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](#).

**II. Public Comments**

There were none.

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### III. CONSENT CALENDAR

#### 1. Approval of the Draft Minutes of May 11, 2023

There were no public comments for the Consent Calendar. Board member Haubert moved approval of the Consent Calendar. Board member Young seconded, and the motion carried 10-0. The Clerk called the roll.

(Ayes: Balch, Cavanaugh, Goldstein, Hannon, Haubert, Hernandez, Sadoff, Shao, Wengraf, Young. Nays: None. Absent: Hansen-Romero, Wang. Abstain: None)

### IV. REGULAR CALENDAR

#### 1. Enforcement Ordinance Proposed Changes (Elese Lebsack & Rachel Balsley)

That the Programs and Administration Committee approve forwarding to the Waste Management Authority Board for adoption Ordinance 2023-01, which makes minor revisions to the WMA's 2013 enforcement ordinance to facilitate enforcement of violations of Authority legislation together with various typographical revisions.

Timothy Burroughs introduced the item and Elese Lebsack provided an overview of the staff report and presented a PowerPoint presentation. A link to the report and the presentation is available here: [Enforcement-Ordinance-Changes.pdf](#). Seph Petta, Authority Counsel, was present to answer questions.

Additional time was provided to the Committee for discussion and clarifying questions. An audio link to the discussion is available here: [Enforcement-Ordinance-Changes-Discussion](#). The Committee was supportive of staff's proposed revisions to the ordinance and cautioned staff that when eliminating notification by certified mail, that staff make sure to implement effective communication procedures to affected businesses. There were no public comments on this item.

Board member Wengraf moved approval of the staff recommendation. Board member Cavanaugh seconded, and the motion carried 11-0. The Clerk called the roll.

(Ayes: Balch, Cavanaugh, Goldstein, Hannon, Haubert, Hernandez, Sadoff, Shao, Wang, Wengraf, Young. Nays: None. Absent: Hansen-Romero. Abstain: None)

#### 2. Election of Chair and Vice Chair (Timothy Burroughs)

That the Programs and Administration Committee elect a Chair and Vice Chair for the period July 1, 2023 - June 30, 2024.

Timothy Burroughs introduced the item. Chair Hernandez opened the floor for nominations. Board member Young nominated Vice Chair Wengraf to serve as Chair and Board member Haubert seconded. Board member Hannon nominated Board member Sadoff to service as Vice Chair and Board member Wengraf seconded. There were no other nominations. There were no public comments on this item. The committee approved the slate of officers by a vote of 11-0. The Clerk called the roll:

(Ayes: Balch, Cavanaugh, Goldstein, Hannon, Haubert, Hernandez, Sadoff, Shao, Wang, Wengraf, Young. Nays: None. Absent: Hansen-Romero. Abstain: None)

Vice chair Wengraf thanked the Committee for their vote of confidence in electing her to serve as Chair and thanked outgoing Chair Hernandez for her impeccable service.

### V. MEMBER COMMENTS

There were none.

### VI. ADJOURNMENT – TO JULY 13, 2023 at 9:00 A.M.

The meeting adjourned at 9:42 a.m.