

Dianne Martinez, Vice Chair  
City of Emeryville

David Haubert, County of Alameda

Trish Herrera Spencer, City of Alameda

Preston Jordan, City of Albany

Susan Wengraf, City of Berkeley

Melissa Hernandez, City of Dublin

Jenny Kassan, City of Fremont

Mike Hannon, City of Newark

Shelia Young, Oro Loma Sanitary District

Jen Cavanaugh, City of Piedmont

Jack Balch, City of Pleasanton

Jaime Patiño, City of Union City

Wendy Sommer, Executive Director

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

**Thursday, June 10, 2021**

**9:00 A.M.**

**TELECONFERENCE MEETING**

Teleconference/Public Participation Information to Mitigate the Spread of COVID-19.

This meeting will be 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 is 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.

Members of the public and staff who are not presenting an item may attend and participate in the meeting by:

1. Calling US: +1 669 900 6833 and using the Webinar ID: 861 9136 6054
2. Using the [Zoom](#) website or App and entering meeting code 861 9136 6054

Board members and any other individuals scheduled to speak at the meeting will be sent a unique link via email to access the meeting as a panelist. All Board members MUST use their unique link to attend the meeting. 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 5:00 p.m., Wednesday, June 9, 2021. The public may also comment during the meeting by sending an e-mail to [publiccomment@stopwaste.org](mailto: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

### 1. Convene Meeting

### 2. Public Comments

Open public discussion from the floor is provided for any member of the public wishing to speak on any matter within the jurisdiction of the Programs & Administration Committee, but not listed on the agenda. Each speaker is limited to three minutes unless a shorter period of time is set by the Chair.

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1    **3. Approval of the Draft Minutes of May 13, 2021 (Timothy Burroughs)**

3    **4. Election of Chair and Vice Chair (Arliss Dunn)**

That the Programs and Administration Committee elect a Chair and Vice Chair for the period July 1, 2021-June 30, 2022.

5    **5. Reusable Food Ware Project Update (Justin Lehrer)**

This item is for information only.

7    **6. Illegal Dumping Update (Jeff Becerra, Robin Plutchok & Angelina Vergara)**

This item is for information only.

### 7. Member Comments

### 8. Adjournment

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The Programs & Administration Committee is a Committee that contains more than a quorum of the Board. However, all items considered by the Committee requiring approval of the Board will be forwarded to the Board for consideration at a regularly noticed Board meeting.

**DRAFT**

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

**Thursday, May 13, 2021**

**9:00 A.M.**

**TELECONFERENCE MEETING**

**Members Present:**

County of Alameda  
City of Alameda  
City of Albany  
City of Berkeley  
City of Dublin  
City of Emeryville  
City of Fremont  
City of Newark  
Oro Loma Sanitary District  
City of Piedmont  
City of Pleasanton  
City of Union City

David Haubert  
Trish Herrera Spencer  
Preston Jordan  
Susan Wengraf  
Melissa Hernandez  
Dianne Martinez, Vice Chair  
Jenny Kassan  
Mike Hannon  
Shelia Young  
Jen Cavanaugh  
Jack Balch  
Jaime Patiño

**Staff Present:**

Wendy Sommer, Executive Director  
Timothy Burroughs, Deputy Director  
Pat Cabrera, Administrative Services Director  
Jeff Becerra, Communications Manager  
Justin Lehrer, Operations Manager  
Nisha Patel, Management Analyst  
Jeanne Nader, Senior Program Manager  
Alma Freeman, Program Manager  
Adrienne Ramirez, Assistant Clerk of the Board  
Arliss Dunn, Clerk of the Board

**Others Participating:**

Shawn Tackitt, Field Director of Operations, Waste Management, Inc.  
Karen Stern, Director of Communications, Waste Management, Inc.  
Bruce Fritz, Supervising Hazardous Materials Specialist (Alameda County Department of Environmental Health)  
Ken Pianin, Solid Waste Manager, City of Fremont

**1. Convene Meeting**

Vice Chair Dianne Martinez 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](#).

**2. Public Comments**

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

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public comments email address.

### **3. Approval of the Draft Minutes of April 8, 2021 (Timothy Burroughs)**

There were no public comments on this item. Board member Hannon made a motion to approve the minutes. Board member Wengraf seconded and the motion carried 12-0: The Clerk called the roll: (Ayes: Balch, Cavanaugh, Hannon, Haubert, Hernandez, Jordan, Kassan, Martinez, Patiño, Spencer, Wengraf, Young. Nays: None. Abstain: None. Absent: None).

### **4. Waste Management Davis Street Organics Facilities Update (Wendy Sommer)**

This item is for information only.

Wendy Sommer provided an overview of the staff report and introduced Shawn Tackitt and Karen Stern of Waste Management, Inc. Mr. Tackitt provided an update to the committee on the status of two organics processing facilities at the Davis Street Resource Recovery Complex in San Leandro. A link to the staff report is available here: [WM-Facility-Update.pdf](#).

Mr. Tackitt presented a video of the facility operations, available here: <https://youtu.be/kzsKkWaR2Rg>. The audio link to the discussion is available here: [OMRF-Presentation](#)

Additional time was provided for committee members to ask clarifying questions. Mr. Tackitt informed the committee that the facility is not currently offering tours to the public but tours are available to jurisdictions upon request. To schedule a tour, contact Marisol Duenas at [mduenas2@wm.com](mailto:mduenas2@wm.com) or 510-563-4245.

There were no public comments on this item. Vice Chair Martinez thanked Mr. Tackitt for a very informative presentation.

### **5. Overview of Household Hazardous Waste (HHW) Program and Fees (Pat Cabrera)**

This item is for information only.

Pat Cabrera provided an overview of the staff report and presented a PowerPoint presentation. A link to the report and the presentation is available here: [HHW-Update-05-13-21.pdf](#).

Ms. Cabrera introduced Bruce Fritz, who oversees the HHW operations at the Hayward, Livermore and Oakland facilities, and Ken Pianin, Solid Waste Manager for the City of Fremont who manages the contract with BLT Enterprises which operate the Fremont facility. Mr. Fritz and Mr. Pianin were available to answer questions regarding HHW operations. Ms. Cabrera acknowledged agency staff working on the project, Nisha Patel, Jeanne Nader, and Alma Freeman. The audio link to the discussion is available here: [HHW-Presentation](#). The annual approval by the WMA to place the HHW fee on the property tax roll is scheduled for May 26, 2021.

Additional time was provided for Board members to ask clarifying questions. Vice Chair Martinez thanked staff for a very informative presentation.

### **6. Member Comments**

There were none.

### **7. Adjournment**

The meeting adjourned at 10:08 a.m.



**DATE:** June 10, 2021

**TO:** Programs & Administration Committee

**FROM:** Arliss Dunn, Clerk of the Board

**SUBJECT:** Election of Chair and Vice Chair

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### **SUMMARY**

Consistent with the WMA Board Rules of Procedure, the Chair and Vice Chair of the P&A Committee shall be elected at the regular meeting of the Committee in the month of June of each year.

### **DISCUSSION**

According to Section 5-4 of the WMA Rules of Procedure: "The officers of the P&A Committee shall be a Chair and Vice Chair who shall serve until the elections of their successors. Beginning in June 2018 the Chair and Vice Chair shall be elected at the regular meeting of the Committee in the month of June of each year. They shall be elected by a majority of the total authorized vote of the Committee and shall serve from July 1 through June 30 of the following year. Beginning July 1, 2018 no member may serve more than one term in the same leadership position on the P&A Committee within a two-year time frame. This does not limit a person who has served in one office for a year serving in a different office the following year (e.g., the Vice Chair in one year serving as the Chair the next year)."

In January 2021, Ms. Sommer notified the Committee that Board member Emily Duncan, serving as the Committee Chair, was appointed as the alternate Board member representing Union City. As such, she was no longer able to perform her duties as Chair. The Rules of Procedure stipulates that the Committee hold elections for officers in June of each year and allows for the Vice Chair to run the meetings when the Chair is absent. Ms. Sommer recommended and the Committee agreed that Board member Dianne Martinez, the current Vice Chair, run the P&A Committee meetings until elections are held in June.

Consistent with the practice employed by the Authority Board, the Committee may choose to advance the current Vice Chair to serve as Chair for the period July 1 2021 - June 30, 2022. The Committee should also elect a new Vice Chair.

### **RECOMMENDATION**

That the Programs and Administration Committee elect a Chair and Vice Chair for the period July 1, 2021-June 30, 2022.

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**DATE:** June 10, 2021

**TO:** Programs & Administration Committee  
Planning Committee/Recycling Board

**FROM:** Justin Lehrer, Operations Manager

**SUBJECT:** Reusable Food Ware Project Update

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## SUMMARY

At its January 2020 meeting, the Waste Management Authority Board directed staff to conduct research and pilot projects to better understand the challenges of implementing reusable food ware at dining establishments in Alameda County. At the June 10, 2021 Programs & Administration and Planning Committee/Recycling Board meetings, staff will provide an update on progress and near-term plans for the project.

## DISCUSSION

StopWaste has developed numerous programs around the concept of reuse, recognizing this practice as a desirable ‘upstream’ strategy for reducing waste and greenhouse gas generation. Programs specifically addressing reuse in the commercial/industrial sector have included work on [reusable transport packaging](#), the [Reusable Bag Ordinance](#), funding grants for reuse and repair activities, convening a reuse and repair industry [stakeholder group](#), and most recently, efforts to support the adoption of reusable foodware.

In 2019, staff presented options to the Waste Management Authority Board for addressing single-use food ware items, which are often made from non-recyclable plastic, compostable plastic, or fiber, are prevalent in daily life, and result in significant impacts to human health and the environment. These options included development of a countywide ordinance, development of a model ordinance for use by our member agencies, and developing pilot projects to help drive opportunities for greater adoption of reusable food ware in Alameda County.

In January 2020, recognizing that convenient and accessible reuse solutions, such as cup/container rental and dishwashing services, must be in place for consumers and businesses before implementing a regulatory approach, the Waste Management Authority Board committed funding and directed staff to conduct research and pilot projects. The purpose of the pilot projects is to test new solutions, help develop the market, and gain a better understanding of the opportunities, requirements, and challenges we must address in order to build a more robust reuse infrastructure in the county.

The pilot projects present an opportunity to develop reusable cup and container infrastructure and services that are currently very limited in the county. Staff will partner with member agencies and businesses on projects that will help us evaluate different approaches and better learn what solutions are most effective for different types of businesses and circumstances.

Shortly after receiving this direction, the pandemic took hold, leading to shelter-in-place orders and deeply impacting the restaurant industry. These conditions slowed our work significantly; we were unable to launch any pilot projects, and in fact saw public perceptions of the safety of reusables slide amid confusion over whether COVID-19 could be spread via surface transmission.

With the pandemic now in retreat and the State planning to lift many restrictions in the coming weeks, this effort is primed to move forward. On June 7, staff is producing a webinar highlighting three innovative services already operating in the Bay Area that make reusable food ware a sustainable, cost-saving option for restaurants, cafeterias, events, and other food service operations. We are also in the process of developing outreach materials, with the support of the County and City of Berkeley health departments, affirming that reusables are safe to use.

In addition, four pilot projects have been selected for funding through the Agency's recent grant solicitation. Activities include implementing reusables in a school district, in bulk meal distribution to food-insecure populations, and a study of the barriers and opportunities to implementing reusables in all school districts countywide, with the intention of facilitating this change in additional districts.

Next steps for the project include direct technical assistance work with food service businesses in three focus areas; education on the safe use of reusables, direct technical assistance to businesses that can switch to reusable foodware for on-site dining, and working closely with Member Agency staff and food business operators to identify and launch pilot projects that will help test, validate, and learn more about models for reuse in food service. At the June 10 meeting, staff will provide an update on these activities and near-term plans for the project.

## **RECOMMENDATION**

This item is for information only.





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**DATE:** June 10, 2021

**TO:** Programs and Administration Committee

**FROM:** Jeff Becerra, Communications Manager  
Robin Plutchok, Program Manager II  
Angelina Vergara, Program Manager II

**SUBJECT:** Illegal Dumping Update

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## **SUMMARY**

Illegal dumping of debris on roadsides has been a growing concern for many stakeholders in the county and state. At the June 10 Programs and Administration Committee, staff will update the Board on StopWaste's role in the Alameda County Illegal Dumping Task Force, and our efforts to address this challenging issue through our Re:source tool and schools outreach program.

## **DISCUSSION**

StopWaste has been an active member of the Alameda County Illegal Dumping Task Force since it was organized approximately three years ago by Alameda County Supervisor Nate Miley. The group is a place for the multitude of stakeholders with a role in addressing illegal dumping (e.g. cities, social service organizations, law enforcement) to coordinate efforts on this complex issue that is growing throughout California. We have also hosted discussion of illegal dumping challenges at a prior Recycling Board Municipal Panel.

The work of the Illegal Dumping Task Force is broken out into the three areas of Education, Eradication and Enforcement. With our dedicated outreach programs, StopWaste's efforts fit best in the Education category. Our work includes education on proper sorting of bulky items and reporting of illegal dumping through the Re:source tool, and engaging with school communities on how to help tackle the issue. Eradication (clean up) is typically addressed by cities and/or haulers, with Enforcement coming from the Alameda County District Attorney's office.

The Task Force recently organized and held the inaugural Statewide Illegal Dumping Conference in April, with StopWaste staff presenting our work on the Education day of the conference. The June 10 P&A presentation will highlight our role within the broader collaborative effort of the Task Force and how we've incorporated the issue into our work.

## **RECOMMENDATION**

This item is for information only.