

Emily Duncan, Chair
City of Union City
Dianne Martinez, Vice Chair
City of Emeryville
Jim Oddie, City of Alameda
Nick Pilch, City of Albany
Keith Carson, County of Alameda
Susan Wengraf, City of Berkeley
Melissa Hernandez, City of Dublin
Jenny Kassin, City of Fremont
Mike Hannon, City of Newark
Jerry Pentin, City of Pleasanton
Shelia Young, Oro Loma Sanitary District
Tim Rood, City of Piedmont

Wendy Sommer, Executive Director

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

Thursday, September 10, 2020

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 was 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 or +1 253 215 8782 or +1 346 248 7799 or +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799 and using the Webinar ID: 854 7901 6126
2. Using the [Zoom](#) website or App and entering meeting code 854 7901 6126

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, September 9, 2020. The public may also comment during the meeting by sending an e-mail to 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 July 9, 2020 (Pat Cabrera)

5 4. Community Based Outreach Project – Partnering with Urban Farms (Jeanne Nader)

This item is for information only.

7 5. Schools Outreach COVID-19 Update (Angelina Vergara)

This item is for information only.

6. Member Comments

7. Adjournment

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.

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

Thursday, July 9, 2020

9:00 A.M.

TELECONFERENCE MEETING

Members Present:

City of Alameda	Jim Oddie
City of Albany	Nick Pilch
County of Alameda	Scott Haggerty (alternate)
City of Berkeley	Susan Wengraf
City of Dublin	Melissa Hernandez
City of Emeryville	Dianne Martinez
City of Fremont	Jenny Kassin
City of Newark	Mike Hannon
Oro Loma Sanitary District	Shelia Young
City of Piedmont	Tim Rood
City of Pleasanton	Jerry Pentin, Chair
City of Union City	Emily Duncan

Staff Present:

Pat Cabrera, Administrative Services Director
Jeff Becerra, Communications Manager
Justin Lehrer, Senior Management Analyst
Cassie Bartholomew, Program Manager
Else Lebsack, Program Manager
Meri Soll, Senior Program Manager
Arliss Dunn, Clerk of the Board

1. Convene Meeting

Chair Emily Duncan called the meeting to order at 9:00 a.m. Pat Cabrera 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 public comments email portal. Pat Cabrera informed the committee that Wendy Sommer would not be in attendance due to family matters.

3. Approval of the Draft Minutes of June 11, 2020 (Pat Cabrera)

There were no public comments on this item. Board member Young made the motion to approve the draft minutes of June 11, 2020. Board member Wengraf seconded and the motion carried 11-0-1. The Clerk called the role:

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(Ayes: Duncan, Haggerty, Hannon, Hernandez, Kassan, Martinez, Pentin, Pilch, Rood, Wengraf, Young. Nays: None. Abstain: Oddie. None. Absent: None).

4. Reusable Bags during COVID-19 (Elese Lebsack)

This item is for information only.

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: [RBO-Covid-Update.pdf](#)

Board member Hannon inquired that due to the fluidity of the COVID-19 situation and the evolving orders from the County Health Department does staff consider that we may be required to revisit this issue. Ms. Lebsack stated that over the past couple of months, there has been more information made public on the safety of using reusables and customers are now aware that they can bring their bags to the store with the safeguard in place requiring customers to bag their own groceries. StopWaste is also providing information to customers encouraging them to wash their bags frequently and to keep them as clean and safe as possible. Board member Hannon commented that in light of COVID-19, stores are issuing single use bags and inquired if staff is aware of the inventory levels and how we can afford them the opportunity to utilize them without penalty. Ms. Lebsack stated that she is not aware of the inventory levels of single use bags but staff is encouraging the retailers that are using single use bags to donate them to food banks and food recovery organizations. Inventory of paper and reusable plastic bags are back to 70% of pre-COVID levels after a significant low in April.

Board member Young inquired as to the intent of the health order that prohibits the reusable bags from touching surfaces. Ms. Lebsack stated that the current Alameda County Health order does not contain language that restricts bags from being placed on surfaces. The bags are allowed to be placed in baskets and carts but not handled by store employees. The City of Berkeley health order does have language that prohibits the bags from touching surfaces.

There were no public comments on this item. Chair Duncan thanked Ms. Lebsack for the presentation.

5. Grants Supporting Upstream Projects (Meri Soll & Cassie Bartholomew)

This item is for information only.

Meri Soll and Cassie Bartholomew provided an overview of the staff report and provided a synopsis of the grant distributions for FY 19-20. A link to the staff report and the PowerPoint presentation is available here: [FY19-20-Grants-Update.pdf](#)

Board member Pilch commented that he is very pleased to see the emphasis on reuse as well as efforts towards not wasting food and diverting it to those that are food insecure. He added that it is very important during the pandemic and encouraged efforts to continue beyond the pandemic. Board member Pilch also commented on efforts toward reducing the use of plastics and promoting the use of reusables. Board member Hannon asked that going forward if staff can include information on the grantees that were not approved for funding and what they can do to improve their opportunities for receiving funding in the future. Chair Duncan inquired if the shelter in place had any effect on the grantees' abilities to utilize the funding that they received. Ms. Soll stated that the grant funding deadline was extended to allow extra time for submission and grantees were asked about any potential impacts to their programs. Some deliverables had to be modified and some are on hold. Ms. Bartholomew stated that staff has been in constant contact with grantees offering assistance and how

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to support them and also some food recovery organizations have now modified their programs and are now offering food delivery services instead of in-person pickup.

There were no public comments on this item. Chair Duncan thanked Ms. Soll and Ms. Bartholomew for a very exciting and informative presentation.

7. Member Comments

Pat Cabrera announced that the Committee would not meet in August due to the summer recess. The committee will reconvene in September.

8. Adjournment

The meeting adjourned at 9:58 a.m.

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DATE: September 10, 2020

TO: Programs and Administration Committee
Planning Committee/Recycling Board

FROM: Jeanne Nader, Senior Program Manager

SUBJECT: Community Based Outreach Project – Partnering with Urban Farms

SUMMARY

StopWaste is partnering with urban farms across Alameda County to implement carbon farming and soil building practices on their sites, and to conduct outreach with the greater community on building healthy soil with compost and mulch. At the September 10 committee meetings, staff will provide a summary of strategies and resources, including current examples of efforts underway with our urban farm partners.

DISCUSSION

StopWaste’s Community Based Outreach Project has educated and engaged community based organizations and community leaders over the last three years on the food cycle (how to get the most out of food, sort food waste properly, and use and/or make compost to grow more food). Strategies for working with urban farms include soil testing for levels of carbon sequestration, workshops designed to enable information to ripple out into the community, grants, and more.

Through the StopWaste Environmental Educator Training (SWEET), Community Outreach Grants and partnerships with urban farms, our work has shifted over time to a train-the-trainer model to more effectively bring this information to residents and organizations. Our urban farm partners are uniquely positioned to support this model, as they have deep connections in the community through their work with food donation partners and food insecure communities. They also serve as living models for urban carbon farming practices, which residents and cities can easily replicate.

RECOMMENDATION

This item is for information only.

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DATE: September 10, 2020

TO: Programs and Administration Committee
Planning Committee/Recycling Board

FROM: Angelina Vergara, Program Manager

SUBJECT: Schools Outreach COVID-19 Update

SUMMARY

Since March when schools shifted from in-person to distance learning, the StopWaste Schools Team has been working on being responsive to the needs of school stakeholders. At the committee meetings, staff will present their collaborative approach to providing virtual training and other resources to students, their families, teachers and school leaders during this pandemic.

DISCUSSION

StopWaste schools-based outreach has traditionally provided K-12 students with environmental education programs that encourage students and their families to take action at school, at home and in their communities. Programs include transfer station field trips at Waste Management's Davis Street and Fremont BLT Transfer Stations, Stop Food Waste schoolwide challenges that support food share tables, and working with schools and school districts on waste reduction initiatives through train-the-trainer workshops. Through lessons in food cycle systems, students take action by having their families do home waste audits, and then commit to food waste reduction behaviors using the Stop Food Waste campaign toolkit.

When schools shifted to distance-learning, StopWaste staff implemented several forums and surveys to assess what teachers, families and students need in order to engage in environmental education and how StopWaste can help meet that need. With this assessment, and applying their expertise in helping students take action at home, staff undertook the following:

- Transformed train-the-trainer workshops into a Virtual Earth Day with a new online distance-learning curriculum.
- Leveraged an annual art and social media contest into an opportunity to engage students to take action at home and share their stories.

- Kicked off the school year in August with a webinar that showcased the updated web-based distance learning resources, including a digital storytelling platform, and teacher and student showcases of actions taken during the COVID19 pandemic.
- Created virtual education tours, including a Virtual Tour Stop at the Davis Street Transfer Station ([Virtual-Transfer-Station-Field-Trips](#)).

At the meeting, staff will share examples of the new online distance learning resources and stories of students taking action.

RECOMMENDATION

This item is for information only.