

**APPROVED**

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

**Thursday, October 14, 2021**

**9:00 A.M.**

**TELECONFERENCE MEETING**

**Members Present:**

City of Alameda	Trish Herrera Spencer
City of Albany	Preston Jordan
City of Berkeley	Susan Wengraf
City of Dublin	Melissa Hernandez
City of Emeryville	Dianne Martinez, Chair
City of Fremont	Jenny Kassin
City of Newark	Mike Hannon
Oro Loma Sanitary District	Shelia Young
City of Piedmont	Jen Cavenaugh
City of Pleasanton	Jack Balch
City of Union City	Jaime Patiño

**Absent:**

County of Alameda	David Haubert
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**Staff Present:**

Timothy Burroughs, Executive Director  
Pat Cabrera, Administrative Services Director  
Jeff Becerra, Communications Manager  
Justin Lehrer, Operations Manager  
Alma Freeman, Program Manager  
Michelle Fay, Program Manager  
Adrienne Ramirez, Assistant Clerk of the Board  
Arliss Dunn, Clerk of the Board  
Richard Taylor, Authority Counsel

**1. Convene Meeting**

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 public comments email address.

**3. Approval of the Draft Minutes of September 9, 2021 (Timothy Burroughs)**

There were no public comments on this item. Board member Wengraf made the motion to approve the minutes. Board member Jordan seconded and the motion carried 11-0: The Clerk called the roll:

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(Ayes: Balch, Cavanaugh, Hannon, Hernandez, Jordan, Kassan, Martinez, Patiño, Spencer, Wengraf, Young. Nays: None. Abstain: None. Absent: Haubert).

### 4. **Resolution regarding meeting via teleconference to promote social distancing, pursuant to AB 361 (Timothy Burroughs)**

Adopt Resolution #PA 2021-01.

Timothy Burroughs provided a brief overview of the staff report and Richard Taylor, Authority Counsel, was available to answer any questions. A link to the staff report is available here: [AB361-Resolution-Memo.pdf](#). An audio link to the discussion is available here: [AB361-Resolution-Discussion](#)

Additional time was provided for discussion and clarifying questions. Board member Hannon inquired about the criteria that will be used to assess a return to in-person meetings. Mr. Burroughs stated that as long as the Governor declares that a state of emergency regarding Covid-19 still exists, and local health officials continue to recommend safety measures to promote social distancing, the board and committees can vote to continue to meet via teleconference. Board member Cavanaugh inquired if the item can be placed on consent unless the board decides that conditions have changed. Mr. Burroughs stated yes, staff will place the resolution on consent unless the committee decides that the criteria to continue to meet remotely no longer exist.

There were no public comments on this item. Board member Cavanaugh made the motion to approve the resolution and Board member Hernandez second. The motion carried 11-0. The Clerk called the roll: (Ayes: Balch, Cavanaugh, Hannon, Hernandez, Jordan, Kassan, Martinez, Patiño, Spencer, Wengraf, Young. Nays: None. Abstain: None. Absent: Haubert).

### 5. **CA Recycling Commission Report Key Findings (Alma Freeman)**

This item is for information only.

Timothy Burroughs provided an introduction to the staff report and introduced Alma Freeman, Program Manager. Ms. Freeman presented an overview of key findings from the Recycling Commission report, with a focus on the new acceptability list and possible implications and opportunities for our local programs in Alameda County. A link to the staff report and presentation is available here: [Recycling-Commission-Report-memo.pdf](#). An audio link to the discussion is available here: [Recycling-Commission-Discussion](#)

Additional time was provided for discussion and clarifying questions. Chair Martinez thanked staff for an informative presentation.

### 6. **Member Comments**

Board member Jordan thanked Mr. Burroughs for reaching out to him to discuss potential next steps to address concerns related to unfunded mandates for SB 1383.

### 7. **Adjournment**

The meeting adjourned at 9:40 a.m.