

P&A Committee Members

Dave Sadoff, **Chair**
Castro Valley Sanitary District

Jack Balch, **Vice Chair**
City of Pleasanton

David Haubert, County of Alameda

Jennifer Hansen-Romero, City of Albany

City of Berkeley

Jean Josey, City of Dublin

Yang Shao, City of Fremont

Francisco Zermeño, City of Hayward

City of Livermore

Dan Kalb, City of Oakland

Shelia Young, Oro Loma Sanitary District

Jen Cavanaugh, City of Piedmont

Timothy Burroughs, Executive Director

AGENDA

MEETING OF THE PROGRAMS AND ADMINISTRATION COMMITTEE (P&A)

THURSDAY, DECEMBER 12, 2024

9:00 A.M.

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

This meeting will be conducted in a hybrid model with participation both in-person and via teleconference:

- Teleconference location #1 3740 Newton Way, Pleasanton, CA
- Teleconference location #2 3300 Capitol Ave., Building A, Fremont, CA
- Teleconference location #3 14751 Pansy Street, San Leandro, CA
- Teleconference location #4 30065 Skylark Court, Hayward, CA
- Teleconference location #5 806 Pierce Street, Albany, CA
- Teleconference location #6 City of Dublin, 100 Civic Plaza, Dublin, CA

Members of the public may attend in person at the addresses listed above or by:

1. Calling US+1 669 900 6833 and using the Webinar ID 832 1160 4094
2. Using the [Zoom](#) website or App and entering meeting code 832 1160 4094

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 noon, Wednesday, December 11, 2024.

The public may also comment by sending an e-mail to publiccomment@stopwaste.org. Written public comments will be accepted until 3:00 p.m. on the day prior to the scheduled meeting. Copies of all written comments submitted by the deadline above will be provided to each Board Member and will be added to the official record. Comments will not be read into the record.

In accordance with the Americans with Disabilities Act, 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

I. CONVENE MEETING

II. ROLL CALL OF ATTENDANCE

III. 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.

Page IV. CONSENT CALENDAR

1 1. Approval of the Draft P&A Minutes of October 10, 2024

V. REGULAR CALENDAR

3 1. SB 54 Update (Michelle Fay & Timothy Burroughs)

This item is for information only.

5 2. 2025 Meeting Schedule (Timothy Burroughs)

That the Programs and Administration Committee approve the 2025 meeting schedule.

VI. MEMBER COMMENTS

VII. ADJOURNMENT – TO P&A MEETING – JANUARY 9, 2025 AT 9:00 A.M.

DRAFT

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

THURSDAY, OCTOBER 10, 2024

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 Albany	Jennifer Hansen-Romero
City of Berkeley	Susan Wengraf
Castro Valley Sanitary District	Dave Sadoff, Chair
City of Dublin	Jean Josey
City of Fremont	Yang Shao
City of Hayward	Daniel Goldstein
City of Livermore	Bob Carling
City of Oakland	Dan Kalb
Oro Loma Sanitary District	Shelia Young
City of Pleasanton	Jack Balch

ABSENT:

City of Piedmont	Jen Cavanaugh
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Staff Present:

Timothy Burroughs, Executive Director
Pat Cabrera, Administrative Services Director
Alma Freeman, Communications Manager
Justin Lehrer, Operations Manager
Emily Alvarez, Program Manager
Shasta Phillips, Program Manager
Arliss Dunn, Clerk of the Board

I. Convene Meeting

Vice Chair Jack Balch 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.

III. CONSENT CALENDAR

1. Approval of the Draft Minutes of September 12, 2024

DRAFT

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

(Ayes: Balch, Carling, Goldstein, Hansen-Romero, Haubert, Josey, Sadoff, Shao, Wengraf, Young.
Nays: None. Absent: Cavanaugh, Kalb. Abstain: None)

IV. REGULAR CALENDAR

1. 2023-24 Waste Characterization Study Overview (Emily Alvarez)

This item is for information only.

Timothy Burroughs introduced the item and Emily Alvarez provided an update on the Agency's Waste Characterization Study. The study identified predominant materials in the waste stream and changes in composition over time and will be used by StopWaste and member agencies to refine programs and track progress toward the long-term goal of landfill obsolescence and upstream waste prevention. A link to the staff report and PowerPoint presentation is available here: [WCS-Update.pdf](#). Additional time was provided to the Board for discussion and for clarifying questions. An audio link to the discussion is available here: [WCS-Update-Discussion](#).

There were no public comments for this item. Chair Sadoff thanked Ms. Alvarez for a very informative presentation.

V. MEMBER COMMENTS

There were none.

VI. ADJOURNMENT – TO NOVEMBER 14, 2024, AT 9:00 A.M.

The meeting was adjourned at 9:52 a.m.



DATE: December 12, 2024

TO: Programs & Administration Committee
Recycling Board

FROM: Michelle Fay, Program Manager
Timothy Burroughs, Executive Director

SUBJECT: SB 54 Update

SUMMARY

The rulemaking process for state law SB 54 is well underway, with the third formal draft of the regulations released by CalRecycle on Dec. 2, 2024. The regulations build on content provided in the first two drafts released March 8 and October 14 and provide much of the guidance local governments, their solid waste service providers, and producers of packaged goods sold in the state will need to successfully implement the law. Staff are currently reviewing the draft regulations and will provide a third round of formal comments by the December 17 deadline. Throughout the regulatory process, staff have been actively engaging with member agency representatives as well as local jurisdictions and partner organizations across the state to discuss implications and inform guidance to CalRecycle and the selected Producer Responsibility Organization (PRO), Circular Action Alliance. The SB 54 Advisory Board also continues to meet monthly in Sacramento, with Timothy Burroughs serving as the board chair.

DISCUSSION

[Senate Bill 54 \(Allen, 2022\)](#) sets ambitious goals to reduce plastic packaging and food ware and requires that all forms of packaging and food ware sold or distributed in California be recyclable or compostable by 2032. The law is the nation’s most comprehensive legislation to date that reduces dependence on single-use packaging and food ware, while shifting the cost burden of collecting, processing, and recycling materials from local jurisdictions to the producers of those materials. The law will also raise \$5 billion from the packaging industry over 10 years to help mitigate the impacts of plastic pollution and support disadvantaged communities hurt most by the impacts of plastic waste and disposal.

In addition to preparing comprehensive regulations, CalRecycle is embarking on a Needs Assessment process to evaluate the state’s current collection and processing capacity and infrastructure, end markets and market development needs, education and outreach needs, as well as reuse, refill, and other source reduction infrastructure. The study findings will shed light on the current waste management system and inform the investment in infrastructure needed to achieve SB 54 goals and inform Circular Action Alliance’s program plan and budget.

While the bulk of the responsibility for implementing the law falls on producers, SB 54 requires local jurisdictions to collect all materials deemed to be recyclable or compostable. Last December, CalRecycle issued the first statewide list of packaging materials and food ware considered recyclable or compostable and just 37 out of 94 material categories meet the criteria. Essentially, glass and aluminum containers, paper and cardboard, and rigid plastics #1, 2, and 5 are the only materials considered recyclable in the state. Plastic utensils, flexible/film plastics, poly-coated food service ware, aseptic cartons as well as gable-top milk cartons are not considered recyclable or compostable. Additionally, plastics currently labeled “compostable” are not considered compostable (and may not be labeled as such starting 2026). CalRecycle will be issuing the first update to the list by January 2025, and annually thereafter.

At the December P&A Committee and Recycling Board meetings, staff will present an overview of the law and updates from the current draft of the regulations and will discuss implications for local governments and next steps in the regulatory and implementation processes.

RECOMMENDATION

This item is for information only.



PROGRAMS & ADMINISTRATION (P&A) COMMITTEE

2025 MEETING SCHEDULE

The regular meeting schedule for the Programs & Administration Committee is held on the second Thursday of each month at 9:00 a.m. Meetings are held at StopWaste, 1537 Webster Street, Oakland, CA, unless noted otherwise.

All meetings held at an in-person location will also include hybrid meeting access, e.g., via Zoom or telephone.

<u>DATE</u>	<u>TIME</u>	<u>LOCATION</u>
January 9	9:00 a.m.	StopWaste, 1537 Webster Street, Oakland
February 13	9:00 a.m.	StopWaste, 1537 Webster Street, Oakland
March 13	9:00 a.m.	StopWaste, 1537 Webster Street, Oakland
April 10	9:00 a.m.	StopWaste, 1537 Webster Street, Oakland
May 8	9:00 a.m.	StopWaste, 1537 Webster Street, Oakland
June 12	9:00 a.m.	StopWaste, 1537 Webster Street, Oakland
July 10	9:00 a.m.	StopWaste, 1537 Webster Street, Oakland
August – NO MEETING	SUMMER RECESS	
September 11	9:00 a.m.	StopWaste, 1537 Webster Street, Oakland
October 9	9:00 a.m.	StopWaste, 1537 Webster Street, Oakland
November 13	9:00 a.m.	StopWaste, 1537 Webster Street, Oakland
December 11	9:00 a.m.	StopWaste, 1537 Webster Street, Oakland

RECOMMENDATION

That the Programs and Administration Committee approve the 2025 meeting schedule.