

APPROVED

**MINUTES OF REGULAR MEETING OF THE
PLANNING COMMITTEE
AND
ALAMEDA COUNTY RECYCLING BOARD**

Thursday, March 8, 2018

4:00 P.M.

**StopWaste Offices
1537 Webster Street
Oakland, CA 94612
510-891-6500**

**Teleconference
Tim Rood
San Jose City Hall
3rd Floor Tower
200 East Santa Clara St
San Jose CA 95113
408-535-8122**

I. CALL TO ORDER

Jim Oddie, President, called the meeting to order at 4:00 p.m.

II. ROLL CALL

Sara Lamnin, ACWMA
Peter Maass, ACWMA
John Moore, Environmental Organization
Jim Oddie, ACWMA
Tim Rood, ACWMA (teleconference)
Toni Stein, Environmental Educator
Dianne Martinez, ACWMA

Absent:

Bernie Camara, Recycling Materials Processing Industry
Ken Lewis, Solid Waste Industry Representative
Sarah Vared, Source Reduction Specialist
Vacant, Recycling Programs

Staff Present:

Tom Padia, Deputy Executive Director
Wendy Sommer, Executive Director
Meri Soll, Senior Program Manager
Pat Cabrera, Administrative Services Director
Todd High, Financial Services Manager
Farand Kan, Deputy County Counsel
Arliss Dunn, Clerk of the Board

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III. ANNOUNCEMENTS BY THE PRESIDENT

President Oddie requested that we adjourn the meeting in memory of Board member Don Biddle. Board member Biddle previously served as a member of the Recycling Board and frequently attended as an interim appointment.

IV. CONSENT CALENDAR

1. **Approval of the Draft Minutes of February 8, 2018 (Tom Padia)**
2. **Board Attendance Record (Tom Padia)**
3. **Written Report of Ex Parte Communications (Tom Padia)**
4. **Grants Issued Under Executive Director Signature Authority (Wendy Sommer)**

There were no public comments on the Consent Calendar. Board member Maass made the motion to approve the Consent Calendar. Board member Lamnin seconded and the motion carried 7-0. (Ayes: Lamnin, Moore, Maass, Martinez, Oddie, Rood, Stein. Nays: None. Abstain: None. Absent: Camara, Lewis, Vared. Vacant: Recycling Programs).

IV. OPEN PUBLIC DISCUSSION

There was none.

VI. REGULAR CALENDAR

1. **Changes to Recycling Board Rules of Procedure (Wendy Sommer & Farand Kan)**
That the Recycling Board adopt the revisions to the Alameda County Source Reduction and Recycling Board Rules of Procedure.

Executive Director Wendy Sommer and County Counsel Farand Kan provided an overview of the staff report and highlighted the major changes made to the Recycling Board Rules of Procedure. A link to the staff report is available here: [RB-Rules-Of-Procedure-03-08-18.pdf](#)

Board member Moore inquired about Section 4-3 (E) of the redline version of the Rules of Procedure, Public Comment on Motion 1.) At the conclusion of Recycling Board motion, President/Chair asks if anyone in the audience wishes to comment on the motion. Board member Moore stated that he has never experienced this action as a Board member and recommended that staff consider that it be removed from the revised rules. Board member Moore referenced Section 2-5, Term of Office, and inquired that if a member resigns while holding office that the person elected to serve in that office serves throughout the remainder of the resigning members' term or until the end of the calendar year. Ms. Sommer stated it is until the end of the calendar year. However, we can leave the position open and have the First Vice President act as the President and hold an election in December. Board member Moore referenced Section 4-6 (1), Motion to Reconsider, that the motion must be made and seconded by a member of the prevailing side. Board member Moore asked that the item receive further analysis. Board member Moore referenced Section 4-14, Voting Ineligibility, and inquired regarding the dividing line for an ineligible member leaving the table and the ineligible member leaving the room due to conflicts of interest under the Political Reform Act. Ms. Sommer stated that a conflict of interest could arise if a members' employer prohibited them from taking any action on the item or to be involved in the discussion. Board member Rood stated that he would support eliminating Section 4-4 (E) as Rosenberg's Rules of Order does not mention a second round of public comment after the motion. Mr.

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Kan stated that staff will provide further review of Section 4-4 (E), public comment after a motion; Section 4-6 (1), specifically the language in the “Motion to Reconsider” and who can second the motion, and Section 4-14, Voting Ineligibility.

Board member Lamnin recommended that the Recycling Board rules include language that encourages Board members to use an interim appointment if unable to attend a meeting. Board member Stein stated that she is unfamiliar with Rosenberg’s Rules and has not thoroughly reviewed them and requested that the item be continued to the next meeting. This would also allow staff time to make the proposed changes. Ms. Sommer stated that April meeting will be a joint meeting with the WMA Board to present the upcoming budget, so the item would be scheduled on the May meeting agenda. There was no public comment on this item.

Board member Stein made the motion to continue the item and allow staff to make proposed changes and to allow time to review Rosenberg’s Rules of Order. Board member Moore seconded and the motion carried 7-0. (Ayes: Lamnin, Moore, Maass, Martinez, Oddie, Rood, Stein. Nays: None. Abstain: None. Absent: Camara, Lewis, Vared. Vacant: Recycling Programs).

2. Quarterly Cash Report (Pat Cabrera) (Pat Cabrera)

This item is for information only.

Pat Cabrera provided an overview of the staff report. A link to the report is available here: [Quarterly-Cash-Report-03-08-18.pdf](#).

Board member Stein inquired about any unspent funds from the HHW fund. Ms. Cabrera stated that any unspent funds remain in fund balance. Ms. Cabrera added all money goes into each of the two pools (county pool and Local Agency Investment Fund/LAIF) and is transferred to accounts payable and payroll accounts as needed. There was no public comment. President Oddie thanked Ms. Cabrera for her report.

VII. OTHER PUBLIC INPUT

There was none.

VIII. COMMUNICATIONS/MEMBER COMMENTS

Board member Stein commented that she is curious to see if we’ll see big savings with LED’s with respect to mercury costs. Ms. Sommer stated that we can ask the Household Hazardous Waste facility operators to provide a report. Board member Maass asked for an update on the China market and the Green Fence given the recent news regarding tariffs. Mr. Padia stated that the situation with China imports is dynamic, however, their intent to ban certain recyclables from import is happening and there have been headlines about impacts in states like Oregon and Idaho and the Bay Area is beginning to feel the effect as well. Mr. Padia added, some processors are having a hard time moving mixed-paper. Mr. Padia stated that staff is scheduling speakers (a broker and a MRF operator) to attend the next TAC (Technical Advisory Committee) meeting to provide an update about ongoing developments. Mr. Padia added that he expects that cities will begin hearing from their haulers regarding options for materials that may not be marketable or that may be marketable at significantly increased costs compared to landfilling. Mr. Padia stated that there will be difficulty in messaging to the public about the intricacies of sorting. Board member Maass stated that the message in the Five Year Audit was to “not panic,” and inquired if there are any recommendations to the public to make the recyclables more marketable. Mr. Padia stated that the alarm bell is ringing louder as there will be emphasis on cleaner source separation and reduced contamination. Board member Stein recommended that the item regarding National Sword be a continuing item on the PC/RB agenda. Board member Oddie directed staff to come back to the Board with suggestions on how to update the Board regarding National Sword. Board member Stein

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stated that it would be nice to hear more about the National Sword at the upcoming NCRA Recycling Update.

President Oddie recognized Executive Director Wendy Sommer on her induction into the Alameda County Women's Hall of Fame in the category of the Environment.

IX. ADJOURNMENT

The meeting adjourned at 4:29 p.m. in memory of Board member Don Biddle.