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 June 10, 2021 (Timothy Burroughs)**

There were no public comments on this item. Board member Hannon made the motion to approve the minutes. Board member Wengraf seconded and the motion carried 11-0-1: The Clerk called the roll: (Ayes: Balch, Cavenaugh, Hannon, Haubert, Hernandez, Kassan, Martinez, Patiño, Spencer, Wengraf, Young. Nays: None. Abstain: Jordan. None. Absent: None).

4. **StopWaste Grants Awarded in Fiscal Year 2020-21 (Meri Soll, Cassie Bartholomew & Michelle Fay)**

   This item is for information only.

Timothy Burroughs provided an overview of the staff report and presented the grants team, Meri Soll, Cassie Bartholomew, and Michelle Fay, as well as Adrienne Ramirez who provides administrative support to the grants team as well as assistance to the Clerk of the Board. Mr. Burroughs added staff will not be presenting on all of the grants in this session but intends to provide highlights on our grantees throughout the year. The grants team presented a PowerPoint presentation and introduced Brette Waters, Program Director, Chefs to End Hunger, and Liana Orlandi, Program Grants Manager, Agricultural Institute of Marin (AIM). Ms. Waters and Ms. Orlandi provided an overview of how the StopWaste grants program supports their businesses and helps them to advance their sustainability goals. A link to the staff report and the presentation is available here: [2020-21-Grants-Update.pdf](#).

Board members thanked staff and were very impressed with the diversity of the grant program. Board members asked about the grantee selection criteria and would appreciate an update next year on the success, accomplishments, and metrics of the grantees. Board member Cavenaugh inquired about the content (e.g., recycled content) of products being funded, such as reusable transport packaging. Board member Cavenaugh also noted that it’s important that the agency balance the need for gathering data from grantees with minimizing the reporting burden on small organizations. Board member Young inquired if all grantees were funded and how the Agency decides on how much will be funded each year. Timothy Burroughs acknowledged that there is a lot of demand for grants and that the Agency could discuss supplementing additional funding in the budget for grants. Chair Martinez thanked Meri Soll for leading the grants team over the last 20 years. A link to the discussion is available here: [Grants-Discussion](#). There were no public comments on this item.

5. **Member Comments**

There were none.

6. **Adjournment**

The meeting adjourned at 10:07 a.m.