

**Planning Committee/Recycling Board Members**

Laura McKaughan, **President**  
Recycling Materials Processing Industry

Dan Kalb, **1<sup>st</sup> Vice President**  
ACWMA

Eric Havel, **2<sup>nd</sup> Vice President**  
Environmental Educator

Bob Carling, ACWMA

Darby Hoover, Environmental Organization

Tracy Jensen, ACWMA

Chiman Lee, Recycling Programs

Grace Liao, Source Reduction Specialist

David Mourra, ACWMA

Fred Simon, ACWMA

Talia Wise, Solid Waste Industry Representative

Timothy Burroughs, Executive Director

**AGENDA**

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

**Thursday, June 8, 2023**

**4:00 P.M.**

***IN-PERSON MEETING LOCATION***

**STOPWASTE BOARD ROOM**

**1537 WEBSTER STREET, OAKLAND, CA**

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

Teleconference Location #1:	2735 Park Blvd., Oakland, CA
Teleconference Location #2:	118 Glashauss Loop, Emeryville, CA
Teleconference Location #3:	30587 Huntwood Ave, Hayward CA
Teleconference Location #4:	Heron Bay Regatta Park, 2296 Regatta Way San Leandro, CA
Teleconference Location #5:	80 DeKalb Avenue, Brooklyn, NY 11201
Teleconference Location #6:	1534 Ashby Ave, Berkeley, 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 822 4406 3963
2. Using the [Zoom](#) website or App and entering meeting code 822 4406 3963

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, Thursday, June 8, 2023.

The public may also comment by sending an e-mail to [publiccomment@stopwaste.org](mailto:publiccomment@stopwaste.org). Written public comment 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. CALL TO ORDER**

### **II. ROLL CALL OF ATTENDANCE**

### **III. ANNOUNCEMENTS BY PRESIDENT**

### **IV. OPEN PUBLIC COMMENT**

An opportunity is provided for any member of the public wishing to speak on any matter within the jurisdiction of the Board, but not listed on the agenda. Each speaker is limited to three minutes.

### **Page V. CONSENT CALENDAR**

**1 1. Approval of the Draft PC & RB Minutes of May 11, 2023**

**3 2. Board Attendance Record**

**5 3. Written Report of Ex Parte Communications**

### **VI. REGULAR CALENDAR**

**7 1. 2023 StopWaste Environmental Leadership Awards (Michelle Fay)**  
This item is for information only.

### **VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR**

### **VIII. ADJOURNMENT – TO PC & RB MEETING – JULY 13, 2023 at 6:00 p.m.**

**DRAFT**

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

**Thursday, May 11, 2023**

**6:00 P.M.**

***IN PERSON MEETING LOCATION:***  
**SURLENE G. GRANT COMMUNITY MEETING ROOM**  
**999 EAST 14<sup>TH</sup> STREET, SAN LEANDRO, CA**

**I. CALL TO ORDER**

President McKaughan called the meeting to order at 6:00 p.m. Timothy Burroughs explained the meeting process being utilized during the meeting. A link to the process is available here: [Virtual-Meetings-Instructions.](#)

**II. ROLL CALL OF ATTENDANCE**

Bob Carling, ACWMA  
Eric Havel, Environmental Educator  
Darby Hoover, Environmental Organization  
Tracy Jensen, ACWMA  
Shelia Young, ACWMA (interim)  
Grace Liao, Source Reduction Specialist  
Laura McKaughan, Recycling Materials Processing Industry (President)  
David Mourra, ACWMA  
Fred Simon, ACWMA  
Talia Wise, Solid Waste Industry Representative

**Absent:**

Chiman Lee, Recycling Programs

**Staff Present:**

Timothy Burroughs, Executive Director  
Pat Cabrera, Administrative Services Director  
Alma Freeman, Communications Manager  
Robin Plutchok, Program Manager  
Arliss Dunn, Clerk of the Board  
Farand Kan, Deputy County Counsel

**III. ANNOUNCEMENTS BY THE PRESIDENT**

President McKaughan thanked Board member Simon for hosting the meeting in San Leandro and Member Simon welcomed everyone to the City of San Leandro. Board member Shelia Young (former Mayor of San Leandro) also provided a welcome.

**IV. OPEN PUBLIC COMMENT**

There were none.

**V. CONSENT CALENDAR**

**1. Approval of the Draft Joint WMA, EC, & RB Minutes of April 26, 2023**

## **2. Board Attendance Record**

## **3. Written Report of Ex Parte Communication**

There were no public comments for the Consent Calendar. Board member Carling moved for approval of the Consent Calendar. Board member Wise seconded, and the motion carried 9-0-1. The Clerk called the roll:

(Ayes: Carling, Havel, Hoover, Jensen, Lee, Liao, McKaughan, Mourra, Simon. Nays: None. Abstain: Young. Absent: Lee).

## **VI. REGULAR CALENDAR**

### **1. Fiscal Year 2024 Budget Adoption (Timothy Burroughs & Pat Cabrera)**

That the Recycling Board hold a public hearing and adopt the RB FY 2024 Budget Resolution (Attachment A).

Timothy Burroughs provided an overview of the staff report. A link to the report is available here: [FY-2024-Budget-Memo.pdf](#). The proposed FY 2024 budget was presented at a combined meeting of the WMA, Recycling Board, and the Energy Council on April 26, 2023. A link to the staff report and the presentation is available here: [FY-2024-Budget-Presentation](#). Mr. Burroughs thanked the Board for their direction and guidance and thanked staff for their efforts in producing a budget that reflects our values.

Additional time was provided to the Board for discussion and clarifying questions. An audio link to the discussion is available here: [FY-2024-Budget-Discussion](#). There were no requests for changes to the budget. Mr. Burroughs recommended that the Board adopt the Recycling Board's portion of the budget (Attachment A).

President McKaughan opened the public hearing. There were no public comments on this item and the public hearing was closed. Board member Mourra moved for approval to adopt the RB FY 2024 Budget Resolution (Attachment A), and Board member Havel seconded. The motion carried 10-0. The Clerk called the roll:

(Ayes: Carling, Havel, Hoover, Jensen, Liao, McKaughan, Mourra, Simon, Wise, Young. Nays: None. Abstain: None. Absent: Lee)

### **2. Update on RE:Source Guide (Robin Plutchok)**

This item is for information only.

Timothy Burroughs introduced the item and Robin Plutchok provided a summary of the staff report and presented a PowerPoint presentation. The presentation provided an overview of the new ad campaign creative and recent enhancements to RE:Source, and discussed opportunities for Member Agency partnership and promotion. A link to the report and presentation is available here: [RE:Source-Update.pdf](#).

Additional time was provided to the Board for discussion and clarifying questions. An audio link to the discussion is available here: [RE:Source-Update-Discussion](#). Mr. Burroughs stated that staff will follow up with Board members to provide sharable resources to help promote RE:Source. Board members thanked Ms. Plutchok for an excellent presentation. There were no public comments on this item.

## **VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR**

There were none.

## **VIII. ADJOURNMENT – TO JUNE 8, 2023 AT 4:00 p.m.**

The meeting adjourned at 6:49 p.m.

## 2023 - ALAMEDA COUNTY RECYCLING BOARD ATTENDANCE

	J	F	M	A	M	J	J	A	S	O	N	D
REGULAR MEMBERS												
B. Carling	X	X	X	X	X							
E. Havel	X	X	X	X	X							
D. Hoover	X	X	X	X	X							
T. Jensen	X	X	X	X	X							
D. Kalb	X	X	X	X	I							
C. Lee	X	A	X	X	A							
G. Liao	X	A	X	X	X							
L. McKaughan	X	X	X	X	X							
D. Mourra	X	X	X	X	X							
F. Simon	X	X	X	X	X							
T. Wise	X	X	A	X	X							
F. Zermeño	X											
INTERIM APPOINTEES												
S. Young					X							

Measure D: Subsection 64.130, F: Recycling Board members shall attend at least three fourths (3/4) of the regular meetings within a given calendar year. At such time, as a member has been absent from more than one fourth (1/4) of the regular meetings in a calendar year, or from two (2) consecutive such meetings, her or his seat on the Recycling Board shall be considered vacant.

X=Attended

A=Absent

I=Absent - Interim Appointed

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**DATE:** June 8, 2023  
**TO:** Recycling Board  
**FROM:** Timothy Burroughs, Executive Director  
**SUBJECT:** Written Reports of Ex Parte Communications

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**BACKGROUND**

Section 64.130 (Q)(1)(b) of the Alameda County Charter requires that full written disclosure of ex parte communications be entered in the Recycling Board's official record. At the June 19, 1991 meeting of the Recycling Board, the Board approved the recommendation of Legal Counsel that such reports be placed on the consent calendar as a way of entering them into the Board's official record. The Board at that time also requested that staff develop a standard form for the reporting of such communications. A standard form for the reporting of ex parte communications has since been developed and distributed to Board members.

At the December 9, 1999 meeting of the Recycling Board, the Board adopted the following language:

*Ex parte communication report forms should be submitted only for ex parte communications that are made after the matter has been put on the Recycling Board's agenda, giving as much public notice as possible.*

Per the previously adopted policy, all such reports received will be placed on the consent calendar of the next regularly scheduled Recycling Board meeting.

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**DATE:** June 8, 2023

**TO:** Recycling Board

**FROM:** Michelle Fay, Program Manager

**SUBJECT:** 2023 StopWaste Environmental Leadership Awards

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### **SUMMARY**

The 2023 StopWaste Environmental Leadership Awards will be presented during the June 8 Recycling Board meeting to recognize six Alameda County entities for their leadership and innovations in advancing environmental sustainability, waste prevention, and contributions to building healthy, climate resilient communities in Alameda County. The 2023 awards celebration marks the Agency's 21<sup>st</sup> event where businesses, institutions, and nonprofits are recognized for their commitment to the environment.

### **DISCUSSION**

A call for nominations went out in April to solicit submissions from member agency staff, hauler representatives, StopWaste staff, and our partners. Nominations were evaluated based on environmental and health benefits, innovation and leadership, as well as equity considerations. We are excited to share the following list of 2023 awardees. Awards will be presented on June 8 and will be the primary topic of the Recycling Board meeting.

#### [Fertile GroundWorks](#), Livermore

Fertile GroundWorks is a nonprofit urban farm in Livermore, growing healthy, organic produce to help fight food insecurity. Each year they donate over 24,000 pounds of fresh fruit and vegetables to community kitchens and food pantries in the Tri-Valley. With a strong focus on education, Fertile GroundWorks teaches well over a thousand volunteers each year about sustainable farming practices, local food systems, and composting, empowering them to share their learnings with others and build community. Fertile GroundWorks also helps rejuvenate and maintain food gardens at 20 local schools, providing seedlings, compost, knowledge, and encouragement. Since November 2022, they have partnered with the City of Livermore to host a Compost Hub, where over 210 home gardeners have come to pick up free compost to date.

#### [Good Eggs](#) and [Common Vision](#), Oakland

Good Eggs, an online food marketplace specializing in local sustainably produced groceries in West Oakland and Common Vision, a nonprofit committed to improving local food systems by planting orchards and supporting gardens in low-income schools, together have built a model partnership for surplus food recovery and distribution. Taking a highly transparent and proactive approach

driven by mutual trust and shared values, the two organizations ensure that Good Eggs' surplus of wholesome, high-value fresh food reaches West Oakland families in an equitable and efficient manner, using school gardens as food hubs. The two organizations are documenting their structure, creating templates, and writing a case study to help others follow their model of cooperative food recovery.

#### [Bay Cities Produce](#), San Leandro

Bay Cities Produce in San Leandro is a family-owned company distributing fresh, frozen, and prepared fruits and vegetables to food businesses and institutions throughout the Bay Area. A Certified Green Business, they have implemented energy efficiency measures, recycle their wash water, and follow a zero waste model. Their network of food recovery partners ensures that the company's edible surplus food goes to feed people, while all their produce trimmings and peels are used by local ranchers and farmers as animal feed or compost. They source fruits and vegetables mainly from family-owned BIPOC farms, helping them pool produce to make transport to buyers more cost effective and also help pay for their food safety training.

#### [Barnett Plumbing & Water Heaters](#), Livermore

Barnett Plumbing and Water Heaters in Livermore has created practical and innovative solutions to help homeowners opt for an all-electric heat pump water heater (HPWH) instead of a gas water heater replacement when their existing one breaks. Because the electrical and permitting work involved in a HPWH installation can get in the way of restoring hot water to the home immediately, Barnett offers a loaner water heater at no cost to bridge the gap. They also bake all available incentives into their heat pump vs gas water heater cost estimates for an apples-to-apples comparison—and the HPWH usually wins. In 2022 alone, they installed 177 heat pump water heaters in the Bay Area and helped homeowners collectively realize \$170,000 in incentive payments.

#### [Fremont Unified School District's Climate Literacy and Environmental Education Network](#)

In 2021, Fremont Unified School District passed a resolution, brought forth entirely by middle and high school students: to ensure that all graduating students are well versed in climate change and climate solutions. The resolution led to the formation of the Climate Literacy and Environmental Education Network (CLEEN), a network of educators, students, and community partners working to develop a district-wide climate literacy and implementation plan. CLEEN has mapped FUSD's environmental initiatives, developed an environmentally themed summer school program, launched a district-wide school garden network, and implemented an educator professional development series. In addition, CLEEN provides leadership and support for directors, principals, teachers, and students through grants, funding, and training. Its ultimate purpose is to drive student- and community-led climate solution initiatives, such as the transition to electric buses and solar energy to switching to reusable food service ware, all which have already taken shape.

#### **RECOMMENDATION**

This item is for information only.