

**Planning Committee/Recycling Board  
Members**

Grace Liao, **President**  
Source Reduction Specialist

Tracy Jensen, **First Vice President**  
ACWMA

Virginia Harrington, **Second Vice President**  
Solid Waste Industry Representative

Ben Barrientos, ACWMA

Xouhoa Bowen, ACWMA

Ellen McClure, Environmental Educator

Laura McKaughan, Recycling Materials  
Processing Industry

David Mourra, ACWMA

Elaine Owyang, Environmental Organization

Barun Singh, Recycling Programs

Jeff Wang, ACWMA

Timothy Burroughs, Executive Director

## AGENDA

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

**THURSDAY, JULY 10, 2025**

**4:00 P.M.**

***IN-PERSON MEETING LOCATION***  
**STOPWASTE BOARDROOM**  
**1537 WEBSTER STREET, OAKLAND, CA**

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

- Teleconference location #1 118 Glashaus Loop, Emeryville, CA
- Teleconference location #2 40087 Mission Blvd., Fremont, CA
- Teleconference location #3 710 Cornell Ave, Albany, CA
- Teleconference location #4 Hyatt Regency Chicago, 151 East Wacker Drive, Chicago, IL
- Teleconference location #5 1517 Harmon St, Berkeley, CA
- Teleconference location #6 34009 Alvarado Niles Rd, Union City, 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 828 6329 6278
2. Using the [Zoom](#) website or App and entering meeting code 828 6329 6278

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, July 10, 2025.

The public may also comment by sending an e-mail to [publiccomment@stopwaste.org](mailto: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. 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.

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**V. CONSENT CALENDAR**

**1**      **1. Approval of the Draft PC&RB Minutes of June 12, 2025**

**3**      **2. Board Attendance Record**

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

**VI. REGULAR CALENDAR**

**7**      **1. Stop Food Waste Campaign & Date Labeling Update (Maricelle Cardenas)**  
            This item is for information only.

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

**VIII. ADJOURNMENT TO PC&RB MEETING – AUGUST 14, 2025 AT 6:00 P.M.**

**DRAFT**

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

**Thursday, June 12, 2025**

**4:00 P.M.**

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

**I. CALL TO ORDER**

Vice President Jensen called the meeting to order at 4:00 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**

Ben Barrientos, ACWMA  
Xouhoa Bowen, ACWMA  
Virginia Harrington, Solid Waste Industry Representative  
Tracy Jensen, ACWMA  
Ellen McClure, Environmental Educator  
Laura McKaughan, Recycling Materials Processing Industry  
David Mourra, ACWMA  
Elaine Owyang, Environmental Organization  
Barun Singh, Recycling Programs  
Jeff Wang, ACWMA

**ABSENT**

Grace Liao, Source Reduction Specialist (President)

**Staff Present**

Timothy Burroughs, Executive Director  
Alma Freeman, Communications Manager  
Justin Lehrer, Operations Manager  
Hugo Grégoire, Program Manager  
Arliss Dunn, Clerk of the Board  
Farand Kan, County Counsel

**III. ANNOUNCEMENTS BY THE PRESIDENT**

There were none.

**IV. OPEN PUBLIC COMMENT**

There were none.

## **V. CONSENT CALENDAR**

### **1. Approval of the Draft PC & RB Minutes of May 8, 2025**

### **2. Board Attendance Record**

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

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

(Ayes: Barrientos, Bowen, Harrington, Jensen, McClure, McKaughan, Mourra, Owyang, Wang.  
Nays: None. Absent: Liao, Singh. Abstain: None)

## **VI. REGULAR CALENDAR**

### **1. 2025 StopWaste Environmental Leadership Awards (Hugo Grégoire)**

Timothy Burroughs welcomed the awardees and provided an introduction to the awards ceremony. A link to the staff report and the presentation is available here: [Environmental-Leadership-Awards-Presentation.pdf](#). An audio link to the awards ceremony is available here: [Environmental-Leadership-Awards-Program](#).

**2025 Awardees: Read about the 2025 Awardees [here](#).**

- Alameda Backyard Growers, Inc., Alameda
- Community Action for a Sustainable Alameda (CASA), Alameda & OKAPI Reusables, Alameda
- Washington Health, Fremont
- Veev by Lennar, Hayward
- Wingen Bakery & Restaurant, Livermore
- Oakland Unified School District, Oakland

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

There were none.

## **VIII. ADJOURNMENT – TO PC&RB MEETING – JULY 10, 2025 AT 4:00 P.M.**

The meeting adjourned at 4:55 p.m.

**2025 - ALAMEDA COUNTY RECYCLING BOARD ATTENDANCE**

	J	F	M	A	M	J	J	A	S	O	N	D
<b>REGULAR MEMBERS</b>												
B. Barrientos		X	X	X	X	X						
X. Bowen		X	X	X	X	X						
V. Harrington	X	X	X	X	X	X						
T. Jensen	X	X	X	X	X	X						
G. Liao	X	X	X	X	X	A						
E. McClure	X	X	X	X	X	X						
L. McKaughan	X	X	X	X	X	X						
D. Mourra	X	X	X	X	X	X						
E. Owyang	X	X	A	X	X	X						
J. Wang	X	X	X	X	I	X						
B. Singh				X	X	X						
<b>INTERIM APPOINTEES</b>												
R. Duncan					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:** July 10, 2025  
**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:** July 10, 2025

**TO:** **Programs & Administration Committee/Recycling Board**

**FROM:** Maricelle Cardenas, Program Manager

**SUBJECT:** Stop Food Waste Campaign & Date Labeling Update

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### **SUMMARY**

The Agency’s Stop Food Waste campaign is a broad scale public awareness campaign that helps people reduce wasted food at home. Launched in spring 2017, the campaign is geared to a residential audience and complements a suite of programmatic activities working to reduce wasted food through multiple channels of community outreach. At the July 10 P&A and Recycling Board meetings, staff will present an overview of the campaign and update of the campaign materials focused on date labeling education, in alignment with Agency strategic goals and new upcoming state legislation that supports reducing wasted food at home.

### **BACKGROUND**

StopWaste has a history of conducting public awareness campaigns to educate residents on topics of countywide priorities. Reducing food waste and organics in the landfill through upstream waste prevention and food scrap composting has been an ongoing focus. Results from the 2024 Waste Characterization study show that food remains one of the largest components of the waste stream, making significant contributions to climate change. At a national level, confusion about date labels leads U.S. consumers to throw away about 3 billion pounds of food, worth \$7 billion, every year (ReFED). National nonprofit leader, ReFED, identifies standardizing date labels as one of the most cost-effective solutions for reducing food waste, but this standardization must be accompanied by consumer education to be successful. It is estimated that standardizing these labels would divert roughly 425,000 tons of food waste from landfills annually, equivalent to 708 million meals.

The Stop Food Waste campaign provides messaging and educational resources to support individuals and households to make the most of the food resources they have, contributing to the Agency strategic goal of building a healthy local food system. With new legislation and more clarity on messaging around food date labels, the Stop Food Waste campaign has shifted its focus to increase awareness and provide resources to help residents better understand date labels.

Last year, California passed the nation’s first legislation to standardize quality and safety date labels on food products. AB 660 aims to standardize date labels to provide more clarity and consistency for consumers in order to reduce wasted food. Starting July 1, 2026, “BEST If Used By” will be used to communicate peak quality, and “Use By” will be used to communicate product safety.

The Stop Food Waste campaign is leaning into the momentum created by this new legislation, developing new campaign materials, tools, and resources to be displayed and distributed to communities throughout Alameda County with the collaboration of its network of community partners.

## **RECOMMENDATION**

This item is for information only.