

APPROVED

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

Thursday, October 14, 2021

4:00 P.M.

TELECONFERENCE MEETING

I. CALL TO ORDER

President Darby Hoover called the meeting to order at 4:00 p.m. Timothy Burroughs explained the virtual 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
Deborah Cox, ACWMA
Eric Havel, Environmental Educator
Darby Hoover, Environmental Organization, President
Dan Kalb, ACWMA
Chiman Lee, Recycling Programs
Laura McKaughan, Recycling Materials Processing Industry
Dave Sadoff, ACWMA
Francisco Zermeño, ACWMA
Matthew Zimbalist, Source Reduction Specialist
Vacant, Solid Waste Industry Representative

Staff Present:

Timothy Burroughs, Executive Director
Jeff Becerra, Communications Manager
Justin Lehrer, Operations Manager
Alma Freeman, Program Manager
Arliss Dunn, Clerk of the Board
Adrienne Ramirez, Assistant Clerk of the Board
Farand Kan, Deputy County Counsel

Others Participating:

Naomi Lue, Zero Waste Supervisor

III. ANNOUNCEMENTS BY THE PRESIDENT

President Hoover announced that board member Tianna Nourot has vacated her seat on the board. Staff posted the vacancy announcement for the Solid Waste Industry Representative position. President Hoover welcomed Matt Zimbalist to the Recycling Board. He will be serving in the category of Source Reduction Specialist. Board member Zimbalist provided a brief overview of his background and experience and stated that he was excited to serve on the Recycling Board.

IV. OPEN PUBLIC COMMENT

There were no public comments on the remote call and no public comments were received via the public comments email address.

V. CONSENT CALENDAR

- 1. Approval of the Draft PC&RB Minutes of September 9, 2021 (Timothy Burroughs)**
- 2. Board Attendance Record (Timothy Burroughs)**
- 3. Written Report of Ex Parte Communications (Timothy Burroughs)**

There were no public comments for the Consent Calendar. Board member Cox made the motion to approve the Consent Calendar and Board member Zermeño seconded. The motion carried 10-0. The Clerk called the roll:

(Ayes: Carling, Cox, Havel, Hoover, Kalb, Lee, McKaughan, Sadoff, Zermeño, Zimbalist. Nays: None. Abstain: None. Absent: None. Vacant: Solid Waste Industry Representative)

VI. REGULAR CALENDAR

- 1. Resolution regarding meeting via teleconference to promote social distancing, pursuant to AB 361 (Timothy Burroughs)**

Adopt Resolution #RB 2021-03.

Timothy Burroughs provided a brief overview of the staff report and Farand Kan, County Counsel, was available to answer any questions. A link to the staff report is available here [AB361-Memo.pdf](#). A link to the audio discussion is available here: [AB361-Discussion](#)

Additional time was provided for discussion and clarifying questions. Board member Zermeño asked for clarification regarding the frequency of approving the resolution. Mr. Burroughs stated AB 361 stipulates that every thirty days the Recycling Board as the legislative body is required to approve the resolution as outlined in the staff report, and to reconsider the criteria for meeting remotely; staff will place the resolution on the consent calendar for such consideration. Board member Zermeño commented that when the board returns to in-person meetings the current board meeting table configuration is quite snug and inquired if staff has considered options to address the setup. Mr. Burroughs stated that when the board returns to in-person meetings staff will make every attempt to safely hold in-person meetings. President Hoover encouraged staff that when we return to in-person meetings to also consider safe accommodations for the public to attend. She also inquired about the number of board members allowed to teleconference for meetings. Mr. Burroughs stated that there is a limit of two members that may attend via teleconference and it is decided on a first come first served basis.

There were no public comments on this item. Board member Kalb made the motion to adopt resolution 2021-03 and board member Zermeño seconded. The motion carried 10-0. The Clerk called the roll:

(Ayes: Carling, Cox, Havel, Hoover, Kalb, Lee, McKaughan, Sadoff, Zermeño, Zimbalist. Nays: None. Abstain: None. Absent: None. Vacant: Solid Waste Industry Representative)

- 2. Castro Valley Sanitary District Textile Collection Program Overview (Timothy Burroughs)**

This item is for information only.

Timothy Burroughs gave a brief introduction to the staff presentation and board member Sadoff introduced Naomi Lue, Zero Waste Supervisor, CVSan. Ms. Lue provided a presentation of the Textile Collection Program that CVSan developed, along with its contractor, Alameda County Industries (ACI). A link to the staff report and the presentation is available here: [CVSAN-Textile-memo.pdf](#). An audio link to the discussion is available here: [CVSAN-Textile-Program-Discussion](#)

Additional time was provided for discussion and clarifying questions. There were no public comments on this item. President Hoover thanked Ms. Lue for a very informative presentation.

3. CA Recycling Commission Report Key Findings (Alma Freeman)

This item is for information only.

Timothy Burroughs gave a brief introduction to the staff report and Alma Freeman, Program Manager, provided a presentation on the CA Recycling Commission Report Key findings and recommendation that the state only allow certain materials to be marketed and labeled as “recyclable.” A link to the staff report and the presentation is available here: [Recycling-Commission-Presentation.pdf](#). A link to the audio discussion is available here: [Recycling-Commission-Discussion](#)

Additional time was provided for discussion and clarifying questions. There were no public comments on this item. President Hoover thanked staff for a very informative presentation and discussion.

VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR

Board member Cox encouraged staff to consider our messaging of promoting waste prevention when disseminating information via paper inserts. Mr. Burroughs reminded the board that the November 11 Recycling Board meeting will not be held in lieu of the joint meeting of the Authority Board, Energy Council, and Recycling Board on Wednesday, November 17 at 3:00 p.m.

VIII. ADJOURNMENT

The meeting adjourned at 5:25 p.m.