

**Planning Committee/  
Recycling Board Members**

Darby Hoover, **President**  
Environmental Organization

Francisco Zermeno, **1st Vice President**  
ACWMA

Laura McKaughan, **2nd Vice President**  
Recycling Materials Processing Industry

Bob Carling, ACWMA

Deborah Cox, ACWMA

Eric Havel, Environmental Educator

Dan Kalb, ACWMA

Chiman Lee, Recycling Programs

Dave Sadoff, ACWMA

Matthew Zimbalist, Source Reduction Specialist

Solid Waste Industry Representative, Vacant

Timothy Burroughs, Executive Director

**AGENDA**

**MEETING OF THE  
PLANNING COMMITTEE  
AND**

**ALAMEDA COUNTY RECYCLING BOARD**

**Thursday, October 14, 2021**

**4:00 P.M.**

**TELECONFERENCE MEETING**

Teleconference/Public Participation Information to Mitigate the Spread of COVID-19.

This meeting will be held entirely by teleconference. All Board members, staff, and the public will only participate via the Zoom platform using the process described below. The meeting is being conducted in compliance with the recent amendments to the Ralph M. Brown Act suspending certain teleconference rules due to the ongoing state of emergency and state and local health officials recommendations to maintain social distancing. The purpose of these amendments was to provide the safest environment for the public, elected officials, and staff while allowing for continued operation of the government and public participation during the COVID-19 pandemic.

Members of the public and staff who are not presenting an item may attend and participate in the meeting by:

1. Calling US: +1 669 900 6833 and using the webinar id 850 4704 2246
2. Using the [Zoom](#) website or App and entering meeting code 850 4704 2246

Board members and any other individuals scheduled to speak at the meeting will be sent a unique link via email to access the meeting as a panelist. All Board members **MUST** use their unique link to attend the meeting. 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, October 14, 2021. The public may also comment during the meeting by sending an e-mail to [publiccomment@stopwaste.org](mailto:publiccomment@stopwaste.org) prior to the close of public comment on the item being addressed. Each e-mail will be read into the record for up to three minutes.

In accordance with the Americans with Disabilities Act and the recent amendments to the Ralph M. Brown 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 September 9, 2021 (Timothy Burroughs)**

**5 2. Board Attendance Record (Timothy Burroughs)**

**7 3. Written Report of Ex Parte Communications (Timothy Burroughs)**

### **VI. REGULAR CALENDAR**

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

Adopt Resolution #RB 2021-03.

**13 2. Castro Valley Sanitary District Textile Collection Program Overview (Timothy Burroughs)**  
This item is for information only.

**15 3. CA Recycling Commission Report Key Findings (Alma Freeman)**  
This item is for information only.

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

### **VIII. ADJOURNMENT**

**DRAFT**

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

**Thursday, September 9, 2021**

**7:00 P.M.**

**TELECONFERENCE MEETING**

**I. CALL TO ORDER**

First Vice President Francisco Zermeño called the meeting to order at 7:00 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  
Dan Kalb, ACWMA  
Laura McKaughan, Recycling Materials Processing Industry  
Dave Sadoff, ACWMA  
Francisco Zermeño, ACWMA  
Chiman Lee, Recycling Programs  
Vacant, Source Reduction Specialist

**Absent:**

Darby Hoover, Environmental Organization, President  
Tianna Nourot, Solid Waste Industry Representative

**Staff Present:**

Timothy Burroughs, Executive Director  
Meghan Starkey, Senior Management Analyst  
Kelly Schoonmaker, Program Manager  
Meri Soll, Senior Program Manager  
Emily Alvarez, Program Manager  
Alma Freeman, Program Manager  
Arliss Dunn, Clerk of the Board  
Adrienne Ramirez, Assistant to Clerk of the Board  
Farand Kan, Deputy County Counsel

**Others Participating:**

Allyn McAuley, City of Fremont  
Wanda Redic, City of Oakland  
Alyssa Dykman, City of Piedmont

**III. ANNOUNCEMENTS BY THE PRESIDENT**

Vice President Zermeño encouraged everyone to remember those who we lost on 9/11.

#### **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 August 12, 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 McKaughan made the motion to approve the Consent Calendar and Board member Cox seconded. The motion carried 8-0. The Clerk called the roll:

(Ayes: Carling, Cox, Havel, Kalb, Lee, McKaughan, Sadoff, Zermeño. Nays: None. Abstain: None. Absent: Hoover, Nourot. Vacant: Source Reduction Specialist)

#### **VI. REGULAR CALENDAR**

- 1. Municipal Panel: Organics Procurement under SB1383 (Meghan Starkey)**

This item is for information only.

Timothy Burroughs provided an introduction of the item and introduced Meghan Starkey, Senior Management Analyst. Ms. Starkey provided an overview of the staff report, introduced the municipal panel participants and facilitated the discussion. The municipal panel included Allyn McAuley, City of Fremont; Wanda Redic, City of Oakland; and Alyssa Dykman, City of Piedmont. Kelly Schoonmaker, StopWaste Program Manager, provided an overview of the Agency's efforts to assist jurisdictions to comply with the organics procurement requirements in SB 1383. The panelists discussed how each of their respective jurisdictions are working to meet the organics procurement requirements.

A link to the staff report is available here: [Municipal-Panel-Organics-Procurement-memo.pdf](#).

A link to the audio discussion is available here: [Municipal-Panel-Discussion](#)

Additional time was provided for discussion and clarifying questions. Vice President Zermeño thanked staff and the panelists for a very valuable discussion. There were no public comments on this item.

- 2. Update on Recycling Market Development Zone Countywide Expansion (Emily Alvarez & Meri Soll)**

This item is for information only.

Timothy Burroughs provided an overview of the concept of an RMDZ (Recycling Market Development Zone) and StopWaste's proposal to create a countywide zone. Senior Program Manager Meri Soll was present and available to answer any questions. Additional time was provided for discussion and any clarifying questions. Mr. Burroughs informed the Board that staff will soon request that the WMA Board consider approval of an application to CalRecycle to formally expand the Recycling Market Development Zone countywide. There were no public comments on this item.

A link to the staff report is available here: [RMDZ-Update-memo.pdf](#).

An audio link to the discussion is available here: [RMDZ-Discussion](#)

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

Board member Dave Sadoff thanked StopWaste staff for attending the CVSan board meeting as they discussed the ORRO (Organics Recycling and Reduction Ordinance). Board member Sadoff stated that he believes that StopWaste's presence helped to facilitate approval and opt-in to the ordinance. Board member Cox stated that in her role as Senior Field Representative for State Assembly Member Bill Quirk, they have held very successful reduce, reuse and recycle events and stated that the City of San Leandro would be pleased to partner with StopWaste with regard to the compost mandate as well as opportunities to further our work with SB 1383. Vice President Zermeño announced that he had taken some toxic materials to a Household Hazardous Waste drop-off facility and received a thank you letter from StopWaste. He posted the information on social media and encouraged board members to do the same.

Timothy Burroughs reminded the board that unless the Governor extends the executive order or other legislation passes allowing the continuance of remote public meetings, the next Recycling Board meeting on October 14 will be in-person. However, AB 361, legislation that would allow the continuance of remote meetings is pending. We will keep the board updated as we receive more information.

## **VIII. ADJOURNMENT**

The meeting adjourned at 8:25 p.m.

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## 2021 - 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	X	X	X	X			
L. Carrell	X											
D. Cox	X	X	X	X	X	X	X	X	X			
E. Havel	X	X	X	X	X	A	X	X	X			
D. Hoover	X	X	X	X	X	X	X	X	A			
C. Lee				X	X	X	X	X	X			
D. Kalb	X	X	X	X	X	X	X	X	X			
L. McKaughan	X	X	X	X	X	X	X	X	X			
T. Nouroto	X	X	X	X	X	A	X	A	A			
D. Sadoff	X	X	X	X	X	X	X	I	X			
F. Zermeño	X	X	X	X	X	X	X	X	X			
Source Reduction Specialist												
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:** October 14, 2021  
**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:** October 14, 2021

**TO:** Planning Committee/Recycling Board

**FROM:** Timothy Burroughs, Executive Director

**SUBJECT:** Resolution regarding meeting via teleconference to promote social distancing, pursuant to AB 361

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## **SUMMARY**

On September 16, 2021, the Governor signed into law as an urgency measure, AB 361 (Rivas), which allows local legislative bodies to continue to meet by teleconference in order to promote public health and safety, subject to certain conditions, which must be reconsidered every 30 days. At its October 14, 2021, meeting, the Recycling Board/Planning Committee will consider a resolution to approve and direct the continued use of teleconferencing for its public meetings to enable social distancing, as long as the findings required by AB 361 are met and other provisions of the Brown Act are followed.

## **DISCUSSION**

In light of the continued state of emergency declared by the Governor related to COVID-19, state and local officials have imposed or recommended measures to promote social distancing. This direction from state and local health officials is based on the increased safety protection that social distancing provides as one method to reduce the risk of COVID-19 transmission.

The state of emergency and associated direction from state and local health officials to promote social distancing continues to impact the ability for the Recycling Board/Planning Committee to meet safely in person. Therefore, staff recommends that the Recycling Board/Planning Committee approve the attached resolution to direct the continued use of teleconferencing for its public meetings to enable social distancing, as long as the findings required by AB 361 are met and other provisions of the Brown Act are followed. The Recycling Board/Planning Committee will need to revisit the need to conduct meetings remotely at least every 30 days following adoption of the attached resolution.

## **RECOMMENDATION**

Adopt resolution #RB 2021-03.

**ALAMEDA COUNTY RECYCLING BOARD  
RESOLUTION #RB 2021-03**

**MOVED:  
SECONDED:**

**AT THE MEETING HELD OCTOBER 14, 2021**

**WHEREAS**, in response to the COVID-19 pandemic, the Governor adopted a series of Executive Orders allowing the legislative bodies of local governments to meet remotely via teleconference so long as other provisions of the Brown Act were followed; and

**WHEREAS**, on September 16, 2021, the Governor signed into law as an urgency measure, AB 361, which allows for the continued use of remote meetings by local legislative bodies subject to certain conditions, which must be reconsidered every 30 days; and

**WHEREAS**, the Recycling Board has considered the current state of health guidance related to public meetings in Alameda County and finds it necessary to continue with remote meetings to promote public health and safety.

**NOW THEREFORE BE IT RESOLVED**, that the Recycling Board approves and directs the continued use of teleconferencing for its public meetings based on the following findings required by Government Code Section 54953(e), as amended by AB 361:

- The entire State of California remains under a proclaimed state of emergency as declared by the Governor of the State of California related to the COVID-19 pandemic.
- State and local officials have imposed or recommended measures to promote social distancing. For example, on September 23 the Alameda County Health Care Services Agency Director recommended social distancing at all meetings of the Board of Supervisors and its committees. This recommendation is consistent with the Division of Occupational Safety and Health of California's (Cal/OSHA) Emergency Temporary Standards, which require employers to train and instruct employees that the use of social distancing helps combat the spread of COVID-19 (8 Cal. Code Regs. 3205(c)(5)(D).).
- The state of emergency continues to directly impact the ability to meet safely in person. For example, given the constraints of the Recycling Board's available meeting spaces, social distancing is difficult without severely limiting space for members of the public to attend.
- The Board anticipates this resolution will appear on its consent calendar for review and ratification or update at each regular Board meeting for as long as the Governor's proclaimed state of emergency related to the COVID-19 pandemic remains in effect and the Board desires to continue remote public meetings.

**BE IT FURTHER RESOLVED, that:**

1. Recycling Board meetings will continue to be conducted remotely for the next 30 days in compliance with AB 361, to better ensure the health and safety of the public.
2. The Recycling Board will reconsider the circumstances of the state of emergency and the need to conduct meetings remotely at least every 30 days following adoption of this resolution.
3. If the Board determines the need still exists at each 30-day mark, the determination will be ratified by a vote of the Board documented in the minutes of that meeting.

**Passed and adopted this 14th day of October 2021 by the following vote:**

**AYES:**

**NOES:**

**ABTAIN:**

**ABSENT:**

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**Arliss Dunn, Clerk of the Board**

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**DATE:** October 14, 2021

**TO:** Planning Committee/Recycling Board

**FROM:** Timothy Burroughs, Executive Director

**SUBJECT:** Castro Valley Sanitary District Textile Collection Program Overview

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### **SUMMARY**

StopWaste staff periodically invite member agency staff to present to the Planning Committee/Recycling Board about efforts underway to prevent and reduce waste. It's a good opportunity to hear about and highlight projects being implemented within the county, including opportunities, challenges, and lessons learned that can benefit other jurisdictions. At the October meeting, Naomi Lue, Zero Waste Supervisor at Castro Valley Sanitary District (CVSan), will provide an overview of the Textile Collection Program that CVSan developed, along with its contractor, Alameda County Industries (ACI).

### **DISCUSSION**

CVSan developed a curbside and event-based textile collection program with its contractor, ACI upon the inception of their franchise agreement in May 2019.

The residential program consists of two textile collection weeks during the first full weeks of June and October, collection during Recycles Day events in April and July, and recovery from on-call curbside bulky & reuse pick-ups. Tonnages have far exceeded expectations of the program. Materials are processed and shipped to destinations domestically and in Central America.

CVSan Zero Waste Supervisor Naomi Lue will provide an overview of the program, with time for questions and discussion from the Planning Committee/Recycling Board.

### **RECOMMENDATION**

This item is for information only.

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**DATE:** October 14, 2021

**TO:** Planning Committee/Recycling Board

**FROM:** Alma Freeman, Program Manager

**SUBJECT:** CA Recycling Commission Report Key Findings

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## **SUMMARY**

In June 2021, CalRecycle’s Statewide Commission on Recycling Markets and Curbside Recycling, tasked last year with evaluating California’s state of recycling and recommending policies to help meet the state’s ambitious recycling and organics recovery goals, released its final set of policy recommendations. As part of this work, the Commission determined a list of 15 materials that are readily recyclable and compostable and that are consistently collected in California curbside recycling programs, using specific criteria to determine which materials make the list. The Commission recommends that the state only allow materials included on this list to be marketed and labeled as “recyclable” in the state. The report also provides a pathway for additional items to be added to local recycling acceptance lists by individual cities as long as they meet specific criteria. At the October 14 Planning Committee/Recycling Board meeting, staff will present key findings from the report, with a focus on the new acceptability list and possible implications and opportunities for our local programs in Alameda County.

## **DISCUSSION**

Questions around what is “truly recyclable” have increased since China’s National Sword policy and other changes in global markets for recyclable materials disrupted recycling programs across the country. Given the complexity and rapid change of the materials in our waste stream, messaging and outreach to consumers about what goes where has been and still is confusing and inconsistent, including in Alameda County. The Commission list, which are non-binding recommendations to CalRecycle and the Legislature, excludes many commonly accepted items, such as yogurt tubs and scrap metal. By eliminating materials that are not deemed readily recyclable, the narrowed list aims to not only help reduce contamination and “wish cycling,” but to also send a signal upstream to manufacturers to design or choose packaging that is recyclable. Long term, the Commission’s goal is to inform development of a sustainable recycling system where consumers are able to make informed purchasing choices based on true recyclability.

### Ongoing efforts

StopWaste and our partners are advancing several efforts that are relevant to the State Commission's recommendations and that are designed to increase waste prevention and diversion in Alameda County, including:

- Continued discussions and consultations with member agencies and the Alameda County Recycling Markets Network on recycling market changes and implications for modifying acceptability lists based on these recommendations. The State Commission was modeled after the network we developed for Alameda County.
- Developing potential strategies for cities interested in local additions to the Commission's recyclable list.
- Facilitating a countywide bin decal project to meet SB 1383 requirements and strengthen consistency across the county about what goes where.
- Supporting legislative priorities that advance truth in labeling, upstream waste prevention, and domestic market stimulation.
- Supporting the development of a local Recycling Market Development Zone to spur in-county materials processing and stimulate economic investment and local jobs.

The final report of the Statewide Commission on Recycling Markets and Curbside Recycling is available to view here: <https://www.calrecycle.ca.gov/markets/commission>.

Staff will review key findings from the report and discuss local implications and next steps.

### **RECOMMENDATION**

This item is for information only.

Attachment: CA Statewide Recyclable List

**Table 2: California (CA) Statewide Recyclable List**

15 Consumer Item types met the criteria requirements across the state and are recyclable statewide:

**Paper Products (8):**

1. Mail
2. Paper Mailing Pouches
3. Kraft Bags
4. Magazines
5. Newspaper
6. OCC (old corrugated cardboard)
7. Home Office Paper
8. Paperboard Boxes (e.g. cereal, tissue, not coated)

**Glass (2):**

9. Bottles
10. Jars

**Metal (2):**

11. Aluminum cans
12. Steel cans

**Plastic (3):**

13. #1 PET Bottles (Screw-type narrow neck tops – no non-recyclable shrink sleeves or other non-recyclable components)
14. #2 HDPE Bottles – Natural (Narrow necks – includes jugs – no non-recyclable shrink sleeves or other non-recyclable components)
15. #2 HDPE Bottles – Color (Narrow necks – includes jugs – no non-recyclable shrink sleeves or other non-recyclable components)