

APPROVED

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

Thursday, February 8, 2024

6:00 P.M.

***IN PERSON MEETING LOCATION:
CASTRO VALLEY SANITARY DISTRICT
21040 MARSHALL ST, CASTRO VALLEY, CA***

I. CALL TO ORDER

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

II. ROLL CALL OF ATTENDANCE

Eric Havel, Environmental Educator
Darby Hoover, Environmental Organization
Tracy Jensen, ACWMA
Dan Kalb, ACWMA (President)
Grace Liao, Source Reduction Specialist
Laura McKaughan, Recycling Materials Processing Industry
David Mourra, ACWMA
Fred Simon, ACWMA
Jeff Wang, ACWMA

ABSENT

Chiman Lee, Recycling Programs
Talia Wise, Solid Waste Industry Representative

Staff Present:

Timothy Burroughs, Executive Director
Alma Freeman, Communications Manager
Jennifer West, Program Manager
Cassie Bartholomew, Senior Program Manager
Adrienne Ramirez, Management Analyst
Arliss Dunn, Clerk of the Board
Caitlyn Gulyas, Deputy County Counsel

Others Participating

Dave Sadoff, CVSan Board of Directors President
Naomi Lue, CVSan Zero Waste Supervisor
Kristy (Dooman) Woerz, CVSan Board of Directors

III. ANNOUNCEMENTS BY THE PRESIDENT

President Kalb thanked CVSan for hosting the Recycling Board meeting.

IV. OPEN PUBLIC COMMENT

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Talia Wise invited the Board to take a tour of the Davis Street Transfer Station and StopWaste Education Center. Mr. Burroughs will Coordinate with Board member Wise and the full Board to schedule this event.

V. CONSENT CALENDAR

1. **Approval of the Draft PC & RB Minutes of January 11, 2024**
2. **Board Attendance Record**
3. **Written Report of Ex Parte Communication**

There were no public comments for the Consent Calendar. Board member McKaughan moved for approval of the Consent Calendar. Board member Jensen seconded, and the motion carried 9-0. The Clerk called the roll: (Ayes: Hoover, Jensen, Kalb, Liao, McKaughan, Mourra, Simon, Wang, Wise. Nays: None. Abstain: None. Absent: Havel, Lee).

VI. REGULAR CALENDAR

1. **Castro Valley Sanitary District Overview (Naomi Lue)**

This item is for information only.

Mr. Burroughs introduced the item. CVSan Board President, Dave Sadoff, provided an overview of CVSan's programs and services. President Sadoff also announced that CVSan is currently constructing new headquarters about two blocks from the current location. The new location should be ready next year and extended an invitation to attend the ribbon cutting and grand opening. Naomi Lue, Zero Waste Supervisor, provided an overview of CVSan's Zero Waste mission and outreach strategies. A link to the presentation is available [here](#): Additional time was provided to the Board for discussion and for clarifying questions. An audio link to the discussion is available here: [CVSan-Discussion](#).

There were no public comments for this item. President Kalb thanked Mr. Sadoff and Ms. Lue for the presentation.

2. **Waste Prevention Grants Program Update (Cassie Bartholomew)**

This item is for information only.

Timothy Burroughs introduced the item. Cassie Bartholomew provided an overview of the staff report and presented a PowerPoint presentation. A link to the staff report and presentation is available here: [Waste-Prevention-Grants-memo](#). Ms. Bartholomew provided an overview of the upcoming grants solicitation which included details related to the different grant categories, implementation of a new web-based platform to improve accessibility for grant applicants and to streamline the reporting processes, steps to apply for grant funding, and the review and selection process.

Additional time was provided to the Board for discussion and for clarifying questions. An audio link to the discussion is available here: [Waste-Prevention-Grants-Discussion](#). Mr. Burroughs stated that following the meeting, staff would send an email to the Board containing a toolkit and information about the grants program that the Board can share with their networks. There were no public comments on this item. President Kalb thanked staff for a very informative presentation.

3. **Legislative Effort to Adjust SB 1383 Procurement Requirements (Jennifer West)**

This item is for information only.

Timothy Burroughs introduced the item. Jennifer West provided an overview of the staff report and presented a PowerPoint presentation. A link to the staff report and presentation is available here: [SB-1383-Procurement-memo](#). Additional time was provided to the Board for discussion and for clarifying questions. An audio link to

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the discussion is available here: [SB-1383-Procurement-Discussion](#). There were no public comments for this item. President Kalb thanked staff for a very encouraging and informative discussion.

VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR

Board member Jensen announced that the cities of Alameda and Oakland entered into an agreement, Open Alameda Estuary Crossing Pipeline, paving the way for construction of the first recycled water pipeline to serve Alameda and to begin using up to 500,000 gallons of recycled water at several sites in the west end of Alameda. A link to the article is available [here](#).

VIII. ADJOURNMENT – TO PC& RB MEETING – MARCH 14, 2024 at 4:00 P.M.

The meeting was adjourned at 7:30 p.m.