I. CALL TO ORDER
President Young called the meeting to order at 3:01 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
WMA, EC & RB

County of Alameda
City of Alameda
City of Albany
City of Berkeley
Castro Valley Sanitary District
City of Dublin
City of Emeryville
City of Fremont
City of Hayward
City of Livermore
City of Newark
City of Oakland
Oro Loma Sanitary District
City of Piedmont
City of Pleasanton
City of San Leandro
City of Union City
Environmental Educator
Environmental Organization
Recycling Materials Processing Industry
Recycling Programs
Solid Waste Industry Representative
Source Reduction Specialist

Staff Participating
Timothy Burroughs, Executive Director
Pat Cabrera, Administrative Services Director
Jeff Becerra, Communications Manager
Justin Lehrer, Operations Manager
Arliss Dunn, Clerk of the Board
Adrienne Ramirez, Assistant Clerk of the Board
Richard Taylor, WMA Legal Counsel
Andrew Massey, Deputy County Counsel

WMA, EC & RB

David Haubert, WMA, EC
Trish Herrera Spencer, WMA, EC
Rochelle Nason, WMA, EC (alternate)
Susan Wengraf, WMA, EC
Dave Sadoff, WMA, RB
Melissa Hernandez, WMA, EC
Dianne Martinez, WMA, EC
Jenny Kassan, WMA, EC
Francisco Zermeño, WMA, EC, RB (RB President)
Bob Carling, WMA, EC, RB
Mike Hannon, WMA, EC
Dan Kalb, WMA, EC, RB (EC President)
Shelia Young, WMA (President)
Jen Cavenaugh, WMA, EC
Jack Balch, WMA, EC
Deborah Cox, WMA, EC, RB
Jaime Patiño, WMA, EC
Eric Havel, RB
Darby Hoover, RB
Laura McKaughan, RB
Chiman Lee, RB
Talia Wise, RB
Vacant, RB

Adrienne Ramirez, Assistant Clerk of the Board
III. ANNOUNCEMENTS BY PRESIDENTS
WMA Board President announced that she is forming a team to conduct the annual Executive Director evaluation and that the WMA Board would meet in closed session in May to review and discuss the evaluation. She welcomed Board members to ask any questions about the process or timeline.

IV. OPEN PUBLIC DISCUSSION FROM THE FLOOR
There were no public comments on the remote call and no public comments were received via the public comments email portal.

V. CONSENT CALENDAR
1. Approval of the Draft WMA & EC Minutes of March 23, 2022 (WMA & EC only)
2. Resolution regarding meeting via teleconference to promote social distancing, pursuant to AB 361 (WMA only)
   Adopt Resolution WMA# 2022-05.
3. Revisions to the Agency’s Purchasing Policy (WMA only)
   That the WMA Board approve the revised purchasing policy resolution as recommended by the P&A Committee.
4. Resolution regarding meeting via teleconference to promote social distancing, pursuant to AB 361 (EC only)
   Adopt Resolution EC# 2022-05.
5. Approval of the Draft PC/RB Minutes of March 10, 2022 (RB only)
6. Recycling Board Attendance Record (RB only)
7. Written Report of Ex Parte Communications (RB only)
8. Resolution regarding meeting via teleconference to promote social distancing, pursuant to AB 361 (RB only)
   Adopt Resolution RB# 2022-05.

There were no public comments for the Consent Calendar. Board member Hannon moved approval of Items 1-4 of the Consent Calendar for the WMA & EC and Board member Haubert seconded. The motion carried 20-0 (WMA) and 20-0 (EC): The Clerk called the roll:

Board member McKaughan moved approval of Items 5-8 of the Consent Calendar for the Recycling Board and Board member Carling seconded. The motion carried 10-0. The Clerk called the roll:
VI. REGULAR CALENDAR

1. FY 22-23 Budget presentation (Timothy Burroughs & Pat Cabrera) (WMA, EC & RB)
   This item is for information only.

   Timothy Burroughs and Pat Cabrera presented an overview of the FY 2022-2023 budget. A link to the staff report and presentation is available here: FY-2022-2023-Budget-Presentation.pdf

   Mr. Burroughs stated that the proposed FY 22-23 budget reflects the Aims and Guiding Principles adopted by the Board in 2020. Our Aims influence how we work and inform our long-term direction and strategy. Mr. Burroughs thanked the Board for their visionary leadership and partnership, and thanked staff for their passion, expertise, and commitment. Ms. Cabrera provided a summary of financial highlights and Timothy Burroughs provided an overview of programs.

   Additional time was provided to Board members for discussion and to ask clarifying questions. An audio link to the discussion is available here: Proposed-FY-22-23 Budget-Discussion

   Board member Zermeño stated that he was pleased to see that the budget increases funding for the grants program and asked that in addition to the schools program, that staff consider exploring other projects to increase participation among the youth population, such as a tree planting program in Alameda County. Mr. Burroughs stated staff has discussed this issue with the TAC (Technical Advisory Committee) and the TAG (Technical Advisory Group) about an urban forestry project and is happy to have further discussion with the Board.

   Board member Kalb stated that he is looking forward to seeing a model ordinance to reduce single use food ware and is hopeful that the ordinance would be implemented countywide.

   Board member Sadoff inquired regarding the surplus in the HHW (Household Hazardous Waste) program budget. Ms. Cabrera stated that the surplus was factored into the analysis of the HHW program, which concluded that the fee per residential unit could be reduced to $6.64 for five years, which included drawing on the fund balance as needed. In 2024 another analysis of the fee will be conducted to determine if the fee can remain at $6.64 for the next five years or be adjusted downward or upward, not to exceed $9.54. Board member Hannon inquired if staff was considering reallocating funds from the pension fund reserve since it is funded at 106%. Ms. Cabrera stated that the pension fund reserve is discretionary and can be used elsewhere if needed.

   There were no changes or revisions to the budget. There were no public comments on this item. The Board expressed appreciation for the Agency’s proactive fiscal management, transparency, and program innovation. President Young thanked staff for the presentation.

2. Interim appointment(s) to the Recycling Board for WMA appointee unable to attend future Board Meeting(s) (Arliss Dunn) (WMA only)
   (Planning Committee and Recycling Board meeting on May 12, 2022 at 6:00 p.m. The meeting will be held via teleconference)

   Board member Kalb requested an interim appointment for the meeting and President Young volunteered to attend as the interim appointment. Board member Kalb moved approval of the interim
appointment and Board member Sadoff seconded. The motion carried 19-0. The Clerk called the roll: 
(Ayes: Balch, Carling, Cox, Hannon, Haubert, Hernandez, Jordan, Kalb, Kassan, Martinez, Nason, Patiño, 
Sadoff, Spencer, Wengraf, Young, Zermeño. Nays: None. Abstained: None. Absent: Cavenaugh)

VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR
Mr. Burroughs announced that the upcoming topic brief will highlight food recovery and donation 
requirements for SB 1383. Mr. Burroughs also informed the Board that the school program has returned 
to offering tours and in-person events at the Davis Street Education Center, while also continuing to 
maintain a hybrid approach.

President Young inquired if was there a topic brief on the Re:Source app. Mr. Becerra stated that staff 
will provide an update at the May meetings.

Board member Wise inquired if a city is required to report on food recovery for their SB 1383 
milestones, how do they capture independent food recovery efforts outside of their city purview? Ms. 
Bartholomew responded that we are working on a portal for food recovery organizations to report total 
pounds of food recovered to StopWaste and will share that information with our member 
agencies/jurisdictions to include in their reporting to CalRecycle.

Board member Hannon announced that the City of Newark will host a ribbon cutting ceremony in 
celebration of the new Newark Civic Center on May 14 from 11AM – 3PM. He will provide the 
information to the Board Clerk to distribute. All are welcome to attend. The project came in on time and 
under budget.

VIII. ADJOURNMENT – to WMA & EC Meeting – May 25, 2022 at 3:00 P.M. 
PC & RB Meeting – May 12, 2022 at 6:00 P.M.
The meeting adjourned at 4:26 p.m.