

**APPROVED**

**MINUTES OF THE MEETING OF THE  
ALAMEDA COUNTY WASTE MANAGEMENT AUTHORITY (WMA) BOARD  
AND  
THE ENERGY COUNCIL (EC)**

**Wednesday, July 22, 2020**

**3:00 P.M.**

**TELECONFERENCE MEETING**

**I. CALL TO ORDER**

President Cox called the meeting to order at 3:00 p.m. Wendy Sommer 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**

County of Alameda	Scott Haggerty, WMA, EC (alternate)
City of Alameda	Jim Oddie, WMA, EC
City of Albany	Nick Pilch, WMA, EC
City of Berkeley	Susan Wengraf, WMA, EC
Castro Valley Sanitary District	Dave Sadoff, WMA
City of Dublin	Melissa Hernandez, WMA, EC
City of Emeryville	Dianne Martinez, WMA, EC
City of Fremont	Jenny Kassan, WMA, EC
City of Livermore	Bob Carling, WMA, EC
City of Newark	Mike Hannon, WMA, EC
City of Oakland	Dan Kalb, WMA, EC
Oro Loma Sanitary District	Shelia Young, WMA
City of Piedmont	Tim Rood, WMA, EC, WMA President
City of Pleasanton	Jerry Pentin, WMA, EC
City of San Leandro	Deborah Cox, WMA, EC President
City of Union City	Emily Duncan, WMA, EC

**ABSENT:**

City of Hayward	Francisco Zermeño, WMA, EC
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**Staff Participating:**

Wendy Sommer, Executive Director  
Timothy Burroughs, Deputy Director  
Pat Cabrera, Administrative Services Director  
Jeff Becerra, Communications Manager  
Justin Lehrer, Operations Manager  
Karen Kho, Principal Program Manager  
Candis Mary-Dauphin, Program Manager  
Chris Hunter, Program Services Specialist  
Arliss Dunn, Clerk of the Board  
Richard Taylor, WMA Legal Counsel

**III. ANNOUNCEMENTS BY PRESIDENTS**

There were no announcements by the Presidents. Wendy Sommer introduced Timothy Burroughs as the new Deputy Director. Mr. Burroughs provided a summary of his background and experience and stated that he was pleased to be on board.

**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 June 24, 2020 (Wendy Sommer)**

There were no public comments for the Consent Calendar. Board member Hannon made the motion to approve the Consent Calendar. Board member Wengraf seconded and the motion carried 18-0. The Clerk called the roll:

(Ayes: Carling, Cox, Duncan, Haggerty, Hannon, Hernandez, Kalb, Kassan, Martinez, Pentin, Pilch, Rood, Sadoff, Wengraf, Young. Nays: None. Abstained: None. Absent: Oddie, Zermeño).

**VI. REGULAR CALENDAR**

**1. Executive Director Contract Amendment (Tim Rood, WMA Past President)**

That the Waste Management Authority Board amend the Executive Director Employment Agreement.

Past WMA President Rood introduced the item. Board member Rood stated that the Board discussed the Executive Director contract at the June meeting and based on her outstanding performance, the Executive Director Evaluation Committee (Board Members Cox, Rood, Sadoff, and Young) recommends approval of the amendment to her Employment Agreement which includes a 3% salary increase (CPI of 2.9% + 0.1% merit increase) retroactive to the first pay period for FY 2020-21, and an additional \$1,500 bonus that would not be subject to PERS. Board member Rood thanked Ms. Sommer for her leadership.

There were no public comments on this item. Board member Rood made the motion to amend the Executive Director Employment Agreement. Board member Hernandez seconded and the motion carried 18-0. The Clerk called the roll:

(Ayes: Carling, Cox, Duncan, Haggerty, Hannon, Hernandez, Kalb, Kassan, Martinez, Pentin, Pilch, Rood, Sadoff, Wengraf, Young. Nays: None. Abstained: None. Absent: Oddie, Zermeño).

**2. Interim appointment(s) to the Recycling Board for WMA appointee unable to attend future Board Meeting(s) (Arless Dunn) (WMA only)**

(Planning Committee and Recycling Board meetings, August 13, 2020, 4:00 p.m. and September 10, 2020, 7:00 p.m. Meetings will be held via teleconference).

There were no requests for an interim appointment.

**3. BayREN Residential Programs Update (Karen Kho)**

This item is for information only.

Karen Kho provided a summary of the staff report. A link to the report is available here: [BayREN-Residential-Programs-memo.pdf](#). Ms. Kho introduced Candis Mary-Dauphin, Program Manager, and Chris Hunter, Program Services Specialist. Ms. Mary-Dauphin provided a presentation of the BayREN Multifamily program and Mr. Hunter provided a presentation of the BayREN Single Family program. A link to the presentation is available here: [BayREN-Residential-Programs-Presentation.pdf](#)

Board member Oddie arrived during the presentation. Board member Pilch commented that there are many rebates available from various entities such as EBCE, PG&E, EBMUD, etc. and inquired if there is a central hub that the public can easily access. Ms. Mary-Dauphin stated that they try and stay abreast of other incentives and through the no-cost technical assistance, connect properties to the incentives that they may be eligible for. Board member Pilch inquired about the eligibility requirements for the no-cost technical assistance services. Ms. Mary-Dauphin stated that for the residential multifamily program, the property must be a PG&E or EBCE customer with five or more units and located in the Bay Area. Board member Hannon inquired if we are ensuring that permits have been obtained upon completion of the project. Ms. Mary-Dauphin stated yes, we are ensuring that permits are obtained when required and filing them in our database. Board member Hannon inquired if there is a link to the 127 projects served in Alameda County. Ms. Mary-Dauphin stated no, but there is a dashboard provided to the TAG (Technical Advisory Group) that can be provided upon request.

Board member Pilch inquired about the new structure and scope of the Energy Upgrade CA program, and further inquired if the 45 contractors are sufficient for the number of bids required for a project. Ms. Kho stated that Energy Upgrade CA was formerly a rebate program but is currently being utilized as a general awareness campaign for California. Mr. Hunter stated, yes, there are a sufficient number of contractors available to consumers. Board member Kassan inquired if Covid has had any effect on doing assessments. Mr. Hunter stated that there was a drop in requests for assessments in March and April as public health orders restricted such services but requests are slowly rebounding.

There were no public comments on this item. President Cox thanked staff for the presentation.

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

Ms. Sommer announced the monthly topic brief [“SMART Cafeteria Initiative.”](#) Ms. Sommer stated that there are still inconsistencies among stores in implementing the updated allowances for reusable bags and we are continuing to work with the stores in implementing the updated health orders.

**VIII. ADJOURNMENT**

The meeting was adjourned at 4:10 p.m.