

Deborah Cox, **WMA President, RB President**
City of San Leandro, WMA, EC, RB
Shelia Young, **WMA 1st Vice President**
Oro Loma Sanitary District, WMA
Dianne Martinez, **WMA 2nd Vice President**
City of Emeryville, WMA, EC
Melissa Hernandez, **EC President**
City of Dublin, WMA, EC
Dan Kalb, **EC 1st Vice President**
City of Oakland, WMA, EC, RB
Jenny Kassan, **EC 2nd Vice President**
City of Fremont, WMA, EC
Darby Hoover, **RB 1st Vice President**
Environmental Organization, RB
Francisco Zermeno, **RB 2nd Vice President**
City of Hayward, WMA, EC, RB
Jim Oddie, City of Alameda, WMA, EC
Keith Carson, County of Alameda, WMA, EC
Nick Pilch, City of Albany, WMA, EC
Susan Wengraf, City of Berkeley, WMA, EC
Dave Sadoff, Castro Valley Sanitary District, WMA, RB
Bob Carling, City of Livermore, WMA, EC, RB
Michael Hannon, City of Newark, WMA, EC
Tim Rood, City of Piedmont, WMA, EC
Jerry Pentin, City of Pleasanton, WMA, EC
Emily Duncan, City of Union City, WMA, EC
Lillian Carrell, Recycling Materials Processing Industry, RB
Eric Havel, Environmental Educator, RB
Laura McKaughan, Source Reduction Specialist, RB
Tianna Nourrot, Solid Waste Industry Representative, RB
Vacant, Recycling Programs, RB
Wendy Sommer, Executive Director

**JOINT MEETING OF THE
ALAMEDA COUNTY WASTE MANAGEMENT
AUTHORITY (WMA) BOARD,
THE ENERGY COUNCIL (EC)
AND
THE SOURCE REDUCTION AND RECYCLING
BOARD (RB)**

Wednesday, November 18, 2020

3:00 P.M.

TELECONFERENCE MEETING

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

This meeting will be 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 Governor's Executive Order N-29-20 suspending certain teleconference rules required by the Ralph M. Brown Act. The purpose of this order 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 or +1 253 215 8782 or +1 346 248 7799 or +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799 webinar ID 851 1958 5286
2. Using the [Zoom website](https://zoom.us) or App and entering meeting code 851 1958 5286

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 Wednesday, November 18, 2020. The public may also comment during the meeting by sending an e-mail to 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 Governor's Executive Order, 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 PRESIDENTS - *(Members are asked to please advise the boards or the council if you might need to leave before action items are completed)*

IV. OPEN PUBLIC DISCUSSION FROM THE FLOOR

An opportunity is provided for any member of the public wishing to speak on any matter within the jurisdiction of the boards or council, but not listed on the agenda. Total time limit of 30 minutes with each speaker limited to three minutes unless a shorter period of time is set by the President.

Page V. CONSENT CALENDAR

- 1 1. Approval of the Draft WMA/EC Minutes of October 28, 2020 (Wendy Sommer) (WMA/EC only)
- 5 2. Approval of the Draft PC/RB Minutes of October 8, 2020 (Jeff Becerra) (RB only)
- 9 3. Recycling Board Attendance Record (Jeff Becerra) (RB only)
- 11 4. Written Report of Ex Parte Communications (Jeff Becerra) (RB only)

VI. REGULAR CALENDAR

- 13 1. Status Update – SB 1383 (Timothy Burroughs and Kelly Schoonmaker)
This item is for information only.
- 17 2. FY 2021-2023 Priority Setting Discussion (Wendy Sommer, Timothy Burroughs and Justin Lehrer)
This item is for discussion and providing direction to staff.
- 3. 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, Thursday, December 10, 2020 at 7:00 p.m. Teleconference meeting)

VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR

VIII. ADJOURNMENT

DRAFT

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

Wednesday, October 28, 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 (President)
City of Emeryville	Dianne Martinez, WMA, EC
City of Fremont	Jenny Kassan, WMA, EC
City of Hayward	Francisco Zermeño, 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
City of Pleasanton	Jerry Pentin, WMA, EC
City of San Leandro	Deborah Cox, WMA (President), EC
City of Union City	Emily Duncan, WMA, EC

Staff Participating:

Wendy Sommer, Executive Director
Timothy Burroughs, Deputy Director
Pat Cabrera, Administrative Services Director
Jeff Becerra, Communications Manager
Justin Lehrer, Operations Manager
Emily Alvarez, Program Manager
Rachel Balsley, Senior Program Manager
Michelle Fay, Program Manager
Arliss Dunn, Clerk of the Board
Richard Taylor, WMA Legal Counsel

DRAFT

The Board adjourned to closed session at 3:10 p.m. and returned to open session at 3:49 p.m.

III. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Initiation of litigation pursuant to Section 54956.9(d)(4): (1 potential case)

There was nothing to report from the closed session.

IV. ANNOUNCEMENTS BY PRESIDENTS

There were no announcements by the Presidents.

V. 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.

VI. CONSENT CALENDAR

1. Approval of the Draft WMA & EC Minutes of September 23, 2020 (Wendy Sommer)

2. Amendment to the Alameda Countywide Integrated Waste Management Plan (ColWMP) to provide clarification on the General Solid Waste Facility Siting Criteria, and correct some typographical errors.

Staff recommends that the WMA Board adopt the attached resolution to amend the ColWMP (Exhibit 1) to provide clarification on the General Solid Waste Facility Siting Criteria, and correct typographical errors, as shown in Table 6-1.

Board member Pilch requested clarification for Item VI.2 regarding the revisions to the language in the tables and other changes. Ms. Sommer stated that some of the language in the tables were jumbled during the merging process and needed to be corrected. Board member Pilch asked why a 500-foot radius was added to the siting criteria for “Institutional/Public Facilities.” Emily Alvarez responded that the previous siting criteria for public and institutional facilities mentioned a buffer, but did not specify a distance. To provide clarity and consistency for both ColWMP amendment applicants and staff, a 500-foot buffer has been specified, consistent with buffer distances cited in other siting criteria.

There were no public comments for the Consent Calendar. Board member Sadoff made the motion to approve the Consent Calendar. Board member Hernandez seconded and the motion carried 20-0. The Clerk called the roll:

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

VII. REGULAR CALENDAR

1. Reappointments to the Recycling Board – Board members Cox and Sadoff (Wendy Sommer)

Staff recommends that the Waste Management Authority Board reappoint Board members Cox and Sadoff to a two-year term on the Recycling Board ending November 13, 2022.

Wendy Sommer introduced the item. There were no public comments on this item. Board member Young made the motion to approve the staff recommendation. Board member Kalb seconded and the motion carried 20-0. The Clerk called the roll:

DRAFT

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

2. Mandatory Recycling Ordinance Project Update (Rachel Balsley)

This item is for information only.

Wendy Sommer stated that staff chose to present the MRO Update and the Recycling Transparency and Acceptability item together in order to demonstrate the effects that contamination has on the recycling markets. Staff is hoping to generate thoughts from the Board when considering franchise agreement negotiations. Rachel Balsley provided an overview of the staff report and presented a PowerPoint presentation. A link to the report and the presentation is available here: [MRO-Update.pdf](#). Ms. Balsley acknowledged the MRO team members, Anna Borg, Elese Lebsack, Michelle Fay, Sarah Adamchik, Juan Sanchez, and Shasta Phillips.

Board member Hannon asked if warning letters are issued to facilities at the time of inspection. Ms. Balsley stated no; the Inspectors take notes, pictures, and explain the ordinance requirements. The information is then provided to enforcement staff for review and a decision is made at that time if a violation and enforcement letter would be the appropriate form of action. Board member Hannon commented that it is more effective to immediately inform the person of a potential violation and encouraged staff to modify the policy and allow the inspectors to present the notification of a violation. Board member Hannon asked what percentage of the 655 violations that were given were actually paid. Ms. Balsley stated that there is a delinquency rate of approximately twenty percent. Board member Hannon inquired with regard to issues in gaining access to businesses, does staff provide a form of notification to the business requesting access to perform an inspection or just simply drop-in. Ms. Balsley stated that the Inspectors drop-in and note any issues that may have prevented access to the business, e.g. hours of operation, and will revisit the business during their hours of operation. Board member Hannon applauded the agency on providing significant outreach and information on voluntary compliance to businesses but encouraged staff to ratchet up the process of enforcement for businesses that don't understand their requirements for becoming compliant. Board member Young inquired if the number of citations and fines are broken down by jurisdiction. Ms. Balsley stated yes, and the information is provided annually to member agency staff. Also, Primary Enforcement Representatives at the member agency have to sign-off on citations before they are issued, so they see them ahead of time. President Cox stated that the City of San Leandro has a community benefits district that works closely with food establishments and encouraged staff to work with these types of districts in all jurisdictions. Ms. Balsley stated that staff has worked with the Chambers of Commerce and Merchant Associations and can continue to reach out to other similar districts.

There were no public comments on this item. President Cox thanked Ms. Balsley for an informative presentation.

3. Recycling Transparency and Acceptability (Michelle Fay)

This item is for information only.

Michelle Fay provided an overview of the staff report and presented a PowerPoint presentation. A link to the report and the presentation is available here: [Recycling-Transparency.pdf](#).

Board member Pilch commended the agency on our upstream approach and inquired if there are alternatives to polycoated plastic such as biodegradable containers with compostable wax liners. Ms. Fay stated that there are BPI certified fiber based containers with compostable wax liners but they are

DRAFT

primarily available for coffee cups. They have not made their way into the mainstream for milk cartons or ice cream containers. Board member Pilch inquired if there is a website available for manufacturers that are producing these items. Ms. Fay stated that colleague Kelly Schoonmaker provided a comment that [BPI's website](#) is a good place to find certified compostable plastic products. Board member Pilch stated that it is incumbent upon the Board to promote the agency's upstream efforts.

There were no public comments on this item. President Cox thanked Ms. Fay for an informative presentation.

4. 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, December 10, 2020, 7:00 p.m. Meeting will be held via teleconference).

There were no requests for an interim appointment.

VIII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR

Ms. Sommer informed the Board of the monthly topic brief "[Re:Source App](#)," and extended her best wishes to board members running for office or seeking for re-election. Ms. Sommer stated that staff is considering cancelling the November 12 Programs and Administration Committee meeting due to a lack of actionable items and to provide respite following the elections. President Cox extended best wishes to the members as well and reminded the Board that due to the upcoming holidays the November and December WMA meetings would be held on the third Wednesdays of the month. President Cox stated that she was pleased to inform the Board that Assemblymember Lorena Gonzalez, Assembly member Bill Quirk and 24 other assemblymembers wrote a letter to the Governor asking him to encourage stores to go back to using reusable bags as the stores were issuing single-use plastic bags.

IX. ADJOURNMENT

The meeting was adjourned at 4:50 p.m.

DRAFT

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

Thursday, October 8, 2020

4:00 P.M.

TELECONFERENCE MEETING

I. CALL TO ORDER

President Deborah Cox called the meeting to order at 4:00 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

Bob Carling, ACWMA
Lillian Carrell, Recycling Materials Processing Industry
Deborah Cox, ACWMA
Eric Havel, Environmental Educator
Darby Hoover, Environmental Organization
Dan Kalb, ACWMA
Laura McKaughan, Source Reduction Specialist
Tianna Nouro, Solid Waste Industry Representative
Dave Sadoff, ACWMA
Francisco Zermeño, ACWMA
Vacant, Recycling Programs

Staff Present:

Wendy Sommer, Executive Director
Timothy Burroughs, Deputy Director
Jeff Becerra, Communications Manager
Justin Lehrer, Operations Manager
Meri Soll, Senior Program Manager
Meghan Starkey, Senior Management Analyst
Farand Kan, Deputy County Counsel

Others Participating:

Soren Fajeau, Public Works Director, City of Newark
Mike Hannon, Council member, City of Newark
Jason Schmelzer, Shaw Yoder Antwih Schmelzer & Lange
Priscilla Quiroz, Shaw Yoder Antwih Schmelzer & Lange

III. ANNOUNCEMENTS BY THE PRESIDENT

There were none.

DRAFT

IV. OPEN PUBLIC COMMENT

There were no public comments on the remote call and there were no public comments received in the public comment email address.

V. CONSENT CALENDAR

1. Approval of the Draft PC & RB Minutes of September 10, 2020 (Jeff Becerra)

2. Board Attendance Record (Jeff Becerra)

3. Written Report of Ex Parte Communications (Jeff Becerra)

4. Grants Issued Under Executive Director Signature Authority (Wendy Sommer)

There were no public comments for the consent calendar. Board member Zermeño made the motion to approve the consent calendar. Board member McKaughan seconded and the motion carried 10-0: (Ayes: Carling, Carrell, Cox, Havel, Hoover, Kalb, McKaughan, Nouro, Sadoff, Zermeño. Nays: None. Abstain: None. Absent: None. Vacant: Recycling Programs)

VI. REGULAR CALENDAR

1. Election of First Vice President for 2020 (Arliss Dunn)

Elect a First Vice President for the remainder of 2020.

Clerk Arliss Dunn presented the item. Board member Zermeño nominated Board member Carrell to serve as the First Vice President. Board member Carrell stated that it was an honor to receive the nomination but respectfully declined due to her recent appointment to the board. President Cox nominated Board member Hoover to serve as First Vice President. Board member Hoover accepted the nomination. There were no other nominations. There were no public comments on this item. Board member Zermeño seconded and the motion carried 10-0:

(Ayes: Carling, Carrell, Cox, Havel, Hoover, Kalb, McKaughan, Nouro, Sadoff, Zermeño. Nays: None. Abstain: None. Absent: None. Vacant: Recycling Programs)

2. City of Newark Expenditure Plan for Accumulated Measure D Funds (Meri Soll)

Staff recommends that the Recycling Board approve the Expenditure Plan submitted by the City of Newark and find that Newark is eligible to continue receiving its quarterly per capita disbursements from the Recycling Fund through June 30, 2022, while it spends its Measure D funds according to the latest Expenditure Plan.

Meri Soll provided an overview of the staff report. A link to the report is available here: [Newark-Expenditure-Plan.pdf](#). Ms. Soll introduced Soren Fajeau, Public Works Director, City of Newark. Mr. Fajeau was available to answer any questions.

Board member Zermeño inquired if there are penalties assessed if an agency fails to complete the requirements. Ms. Soll stated that there are no penalties. The Recycling Board is required to approve the two-year plan and we continue to work with the city. If the Recycling Board does not approve the plan then the city forfeits their quarterly distribution. Ms. Sommer added that the funds that would have been allotted to Newark would be distributed per capita to the other member agencies. Board member Carling inquired if the Recycling Board were not to approve the current expenditure plan would they still be allowed to use prior distributions to complete their proposed plan. Ms. Soll stated yes. Board member Havel inquired about the number of member agencies that receive Measure D

DRAFT

funds and also inquired if there were other cities that had submitted expenditure plans. Ms. Soll stated that the 14 cities and the two sanitary districts receive Measure D funding. Ms. Soll added, in the prior fiscal year, the cities of Dublin and Pleasanton each submitted expenditure plans as they had exceeded the threshold and they are currently in their two-year plans. In previous years, the cities of Hayward and Livermore submitted expenditure plans and drew down their fund balance as planned. Board member McKaughan inquired as to why the City Center project was not completed over the two-year period and inquired if the Board can add a caveat to state that this would be the final extension as to not set a precedent that would allow this cycle to continue. Mr. Fajeau thanked the Board for considering their plan and stated that the project is moving as scheduled and that they will be receiving LEED and Bay Friendly certification next year. Mr. Fajeau added they will be moving into the new City Hall and the police department in February or March 2021, and that half of the funds associated with the project have been expended. Ms. Sommer stated that if the Board would like to revisit the policy and place limitations on the number of extensions staff would be happy to bring this item back to the Board. However, Ms. Sommer added the Board should allow for flexibility and consider any unforeseen circumstances. County Counsel Kan added that the current resolution allows the Board to consider the expenditure plans as submitted but should not end the process based on what could happen next year. Board member Nourots added that she would recommend stringent oversight to ensure that the funding is spent appropriately. President Cox stated that she is pleased to see that the project is moving forward and would like to discuss the policy to implement measures that would ensure that the funding is spent in the established timeline to prevent ongoing expenditure plans. President Cox added she is pleased to learn that the other expenditure plans are moving forward. Council Member Hannon, City of Newark, stated that they have some exciting projects moving forward and added his appreciation to the Board for considering their proposed plan and the city does not anticipate requiring additional extensions.

There were no public comments on this item. Board member Zermeño made the motion to accept the staff recommendation. Board member McKaughan seconded and the motion carried 10-0:

(Ayes: Carling, Carrell, Cox, Havel, Hoover, Kalb, McKaughan, Nourots, Sadoff, Zermeño. Nays: None.

Abstain: None. Absent: None. Vacant: Recycling Programs)

3. 2020 Legislative Year in Review (Jeff Becerra)

This item is for information only.

Jeff Becerra, Communications Manager, provided an overview of the staff report and introduced the agency lobbyists, Jason Schmelzer and Pricilla Quiroz. Mr. Schmelzer and Ms. Quiroz were available to answer any questions. A link to the staff report is available here: [2020-Legislative-Year-Review.pdf](#)

Board member Zermeño commented that he was disappointed with the failure of SB 1080 but was pleased to see that the legislation will be brought forward in 2022, and inquired about the agency's strategy for its success. Mr. Becerra stated that in 2022, a rough equivalent of SB 1080 would be on the ballot as a voter initiative. AB 54/SB 1080 received tremendous support from nonprofit and grass roots organizations. The legislation could have been placed on the current ballot but there was hesitation around the idea of promoting the use of reusables during COVID-19. Staff will continue to educate the public on the validity of using reusables. Board member Nourots inquired about the list of items that the state is considering as recyclable. Mr. Becerra stated it is a preliminary list of items that are universally recycled throughout the state, but Alameda County is far ahead of other counties throughout the state. Board member Sadoff inquired about the biggest obstacles towards AB 1362 as he was under the impression that some of the manufacturers were not in opposition to the legislation. Mr. Schmelzer stated there is no good reason why the bill died and they plan to introduce it again next year. Board member Hoover commented with regard to SB 1080, that there is an opportunity to endorse the ballot initiative as an agency or as an individual. Board member Hoover stated that she

DRAFT

could provide the link to the endorsement form. Board member Havel commented that the agency should embed some of the larger aspects of the plastic issues into our priority setting process. Board member Havel inquired about the major challenges facing SB 1383, i.e. is it the composting piece along with COVID-19 that is leading to postponing the issue. Mr. Becerra stated that the main issue is that this is a mandate for the cities and jurisdictions without any funding for implementation, also with the addition of a new initiative focused on food rescue operations the jurisdictions will require time to ramp up and possibly hire new staff and other measures. Ms. Sommer added the state still has not adopted final regulations and the date for implementation is rapidly approaching. Board member McKaughan asked for further clarification regarding the opposition from the haulers for AB 54/SB 1080, and commented that StopWaste should be at the forefront of restoring and rebuilding public trust in the area of reusables. Mr. Becerra stated that the opposition stemmed from most of the larger haulers with the sole exception being Recology. The haulers were concerned about the EPR (Extended Producer Responsibility) mechanism in the bill and that this could possibly pull the most valuable materials out of their control. Board member Nourrot stated that making sure that there are available haulers for the materials is a concern as well as acquiring permitting. President Cox stated that she concurs with Board member McKaughan regarding the renewed focus on using reusables. President Cox added that she is pleased to see the Governor's approval for AB 793.

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

4. Program Evaluation Update (Meghan Starkey)

This item is for information only.

Wendy Sommer provided background on the conventional evaluation methods such as waste characterization studies and waste audits to help inform our work. These methods provide insight into what ends up in the landfill, but as our agency put more emphasis on upstream programs and rely on community outreach efforts, it becomes harder to evaluate success. Moving forward, we need an evaluation process that goes beyond counting tons. Meghan Starkey provided an overview of the staff report and presented a PowerPoint presentation. A link to the report and the presentation is available here: [Program-Evaluation-Update.pdf](#).

Board member Carling inquired about the expectations and if the deep dive will help staff to decide what we should measure. Ms. Starkey stated that staff is hopeful that we will be able to set quantifiable objectives that are measurable while ensuring that we align our projects with our big picture system goals. Ms. Starkey stated that the deep dives would enable us to decide what we should measure. For example, with MRO (Mandatory Recycling Ordinance), counting inspections isn't the right metric. We want to measure whether our programs affect behavior, as ultimately, our goal is to change behavior. Board member Nourrot commented that a significant concern is the contamination in compost and offered to assist in those efforts. Board member Hoover stated that the NRDC developed a tool "[Assessing Progress at the City Level](#)," as it is difficult to obtain the numbers for food waste.

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

VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR

Ms. Sommer announced the launch of the agency's new Re:Source mobile app available on both Apple and Android platforms. Ms. Sommer stated that it was an in-house effort and congratulated the team for their hard work, Jeff Becerra, Robin Plutchok, Chris Ross, and Jeanine Sidran.

VIII. ADJOURNMENT

The meeting adjourned at 5:23 p.m.

2020 - ALAMEDA COUNTY RECYCLING BOARD ATTENDANCE

	J	F	M	A	M	J	J	A	S	O	N	D
REGULAR MEMBERS												
J. Buckholz	X	X	X	X	X	X	X	X	X			
B. Camara	X	X	X	X	X	X						
B. Carling	X	X	X	X	X	X	X	X	X	X		
L. Carrell							X	X	X	X		
D. Cox	X	X	X	X	X	X	X	X	X	X		
E. Havel						X	X	X	X	X		
D. Hoover	X	X	X	X	X	X	X	X	X	X		
D. Kalb							X	X	X	X		
L. McKaughan			X	X	X	A	X	X	X	X		
T. Nourot	A	X	X	X	X	X	A	X	X	X		
J. Oddie	X	X	X	X	X	X						
D. Sadoff	X	X	X	X	X	X	X	X	X	X		
F. Zermeño	X	X	X	X	X	X	X	X	X	X		
INTERIM APPOINTEES												

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

This page intentionally left blank

DATE: November 18, 2020

TO: Recycling Board

FROM: Jeff Becerra, Communications Manager

SUBJECT: Written Reports of Ex Parte Communications

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.

This page intentionally left blank



DATE: November 18, 2020

TO: Waste Management Authority Board

FROM: Timothy Burroughs, Deputy Director
Kelly Schoonmaker, Program Manager

SUBJECT: Status Update – SB 1383

SUMMARY

SB 1383, the Short-Lived Climate Pollutant Strategy, directs CalRecycle to divert 75% of organics from landfill and recover 20% of edible food for human consumption by 2025. By statute, regulations become effective on or after January 1, 2022, and the final regulations were just approved earlier this month. At the November 18 WMA Board meeting, staff will provide an update on the rule-making process, an overview of implications of the regulations for StopWaste and jurisdictions, and steps StopWaste is taking now to assist member agencies to prepare for compliance.

DISCUSSION

According to the California Air Resources Board (CARB), emissions of methane are responsible for one fifth of the global warming now driving climate change. Signed into law in 2016, SB 1383 is intended to reduce methane emissions from landfills, which are responsible for 21 percent of the total methane emissions statewide (CARB). To accomplish this goal, SB 1383 requires diversion of 75% of organics from landfill and recovery of 20 percent of surplus edible food, statewide. Although both the diversion and edible food recovery goals are for the state as a whole, local jurisdictions are the primary entities responsible for implementation and enforcement of SB 1383 requirements, which affect all generators in the residential and commercial sectors. Due to the law's scope, waste haulers, food recovery organizations, composters, users of compost and mulch, and direct service providers to the jurisdiction will all have significant roles to play to ensure compliance.

Specifically, local jurisdictions will be responsible for:

- Edible Food Recovery and Capacity Planning
- Organic Waste Collection Services
- Contamination Minimization
- Procurement of Recycled Organics Products

- Education and Outreach
- Organics Processing Capacity Planning
- Monitoring and Enforcement
- Record-keeping and Reporting
- Enforcement of CALGreen and Model Water Efficient Landscape Ordinance

The final regulations were approved by the Office of Administrative Law on November 3. Despite ongoing advocacy by many (including StopWaste), the implementation date of January 1, 2022 has not changed, regardless of a one-year delay in releasing the regulations and the significant hardships experienced by jurisdictions and generators due to COVID-19.

As discussed at previous Board meetings, StopWaste has been involved throughout the rulemaking process, submitting written and in-person comments, and meeting with CalRecycle staff. Many of our recommendations have been incorporated into the regulations, such as increasing flexibility in record-keeping, including language to prevent “donation dumping” on food recovery organizations, and expanding the pool of products to meet procurement requirements. While we continue to advocate for postponing enforcement, StopWaste is also communicating with CalRecycle to clarify the details of the regulations so that we can best support implementation by member agencies.

StopWaste’s Role: Assisting Member Agencies with Compliance

StopWaste is working closely with TAC members and other member agency staff to identify how best to leverage our collective capacity and individual strengths to support SB 1383 implementation. Staff is also in consultation with city managers, haulers, edible food recovery organizations, organics processing facilities, waste consultants, and other cities and stakeholders to learn how they plan to approach achieving SB 1383 compliance.

In coordination with member agencies, StopWaste will undertake the following activities to assist with SB 1383 compliance:

- Conduct the required Edible Food Recovery Capacity Study and generate a list of edible food recovery organizations and services
- Develop SB 1383-compliant countywide or model ordinance for organics collections and edible food recovery
- Work with partners to identify paths for enforcement
- Develop policies and agreements to facilitate procurement requirements
- Act as a hub to pool funding for countywide efforts and economy of scale

In addition, we will continue to play other important roles, such as:

- Convening stakeholders to build partnerships to facilitate compliance
- Providing grants to expand edible food recovery capacity
- Providing technical assistance
- Piloting innovative strategies that support SB 1383 compliance and intent
- Assisting with community outreach and education
- Advocating at the state level for relief for cities to recover from COVID-19 effects

StopWaste is working with member agencies to identify how best to support compliance and enforcement in other ways, such as in cases when it is not possible for the agency to take on a direct role in implementation. For example, regulations require jurisdictions to procure a minimum amount of recovered organic waste products (i.e., compost, mulch, renewable natural gas, or electricity from biomass) on an annual basis. While StopWaste will not directly procure these products, we can help develop policies and funding strategies for member agencies to do so.

SB 1383: Alignment with MRO

StopWaste has compared SB 1383 requirements for organics service collection and contamination minimization to existing Mandatory Recycling Ordinance (MRO) enforcement to determine whether and how well they align. SB 1383 requires route reviews to identify and minimize contamination on all hauler routes: commercial, multi-family residential, and single-family residential. StopWaste's MRO enforcement will not meet this requirement due to the following reasons: our inspections cover only a small subset of affected commercial generators; our program specifically excludes residential generators; return visits to violators are not frequent enough to meet requirements; and we cannot update the many sources of data from haulers with sufficient frequency to align our inspections with hauler routes. Given that haulers have immediate access to their own route data, direct contact with generators, control provision of collection services, and will be providing SB 1383 services to jurisdictions outside Alameda County, they are positioned to perform the required tasks more cost-effectively and efficiently than StopWaste.

However, StopWaste is continuing to consult with member agencies and other stakeholders to identify how to best leverage our collective capacity to support enforcement activities at scale. Examples include providing technical assistance and training to generators and providing member agencies with tools to support their development of SB 1383-compliant updates to franchise agreements.

Given that CalRecycle designed many of the requirements to be most efficiently implemented by haulers, integrating SB 1383 requirements into franchise agreements will be a key part of compliance. A survey of member agency staff showed that most have either not started or are in early stages of working with their service providers to update their franchise agreements.

RECOMMENDATION

This item is for information only.

LINK:

Short-lived Climate Pollutants (SLCP): Organic Waste Reductions Proposed Regulation Text:
<https://www2.calrecycle.ca.gov/Docs/Web/118125>

This page intentionally left blank



DATE: November 18, 2020

TO: Waste Management Authority Board
Energy Council
Source Reduction and Recycling Board

FROM: Wendy Sommer, Executive Director
Timothy Burroughs, Deputy Director
Justin Lehrer, Operations Manager

SUBJECT: FY 2021-2023 Priority Setting Discussion

SUMMARY

The Agency undertakes the priority setting process every other year to inform budget development, resource allocation, external fund-seeking, and program selection and design for a two-year period.

At the November 18 joint meeting, staff will present and lead discussion on proposed updates to the Agency's guiding principles. Input from the meeting will inform final adjustments, and the process will conclude in December when the Board considers adoption of updated guiding principles for the next two fiscal years.

DISCUSSION

At the September 23 meeting, staff presented plans and a timeline for the 2020 priority setting process, and received initial input from the Boards. Since that meeting, staff gathered additional input and ideas from internal and external stakeholders, including member agency staff, StopWaste staff, and partner organizations (see [Appendix A](#)). These efforts yielded valuable input, especially by helping us identify tangible examples of what the draft guiding principles look like when applied to our collective work.

The intent of the following aims and guiding principles is to reflect the Agency's long-term direction as well as shorter-term (two fiscal years) programmatic work, especially the roles StopWaste plays to support its member agencies; to affirm the work we have done internally; and to reflect the many external forces that affect our collective work, such as the COVID-19 pandemic, climate impacts, and persistent social and racial disparities in our communities. Draft guiding principles and examples of each principle in action are listed below.

DRAFT Aims and Two-Year Guiding Principles

StopWaste is utilizing six ‘aims’ to provide a long-term framework for focusing its work:

- **Capacity:** Help member agencies and partners develop the additional capacity needed for large-scale community and environmental benefit
- **Equity:** Hold social and racial equity at the center of our work
- **Partnership:** Cultivate collaborative, multi-disciplinary partnerships
- **Regeneration:** Focus resources on strategic interventions where we can support the shift towards a regenerative economy
- **Mindset:** Change the mindset driving inefficient resource use and overconsumption in Alameda County
- **Evaluation:** Evaluate success based on indicators of economic, social and environmental health

To advance these aims and apply it to our work, StopWaste proposes the following two-year guiding principles:

	Two-Year Guiding Principle	Explanation	Example of Principle in Action
1	Assist member agencies to strategically and cost-effectively address regional and state-level regulations and policies, such as SB 1383 and AB 32	StopWaste supports member agencies and other partners in ways that build long-term capacity to achieve lasting benefits and market transformation	StopWaste is leveraging its capacity and tools, such as strategic grant-making, technical assistance, and countywide messaging, to bolster jurisdictions’ implementation of SB 1383 requirements and ultimately achieve greater results
2	Integrate equity into Agency operations and programs	As a public agency, it is essential that our programs and services are designed to serve and be accessible to all members of the community, especially those most often underserved	This past year StopWaste redesigned the BayREN multifamily program to advance equity by targeting tenants and owners of small multifamily buildings – community members that are typically not served by other energy programs
3	Align our program offerings to better serve community members	Multiple programs sometimes cross-promote to the same audience and compete for their attention; we have the opportunity to further integrate services	Participants in the StopWaste Schools Program benefit from outreach and educational resources related to reducing food waste, using clean energy, composting, and more
4	Form new and strengthen existing partnerships that expand our multiple benefits approach to include the social and economic health of our communities	Creating new allies and partnerships can help us broaden the reach of our programs and provide additional benefits for our stakeholders	Effective implementation of SB 1383 requires new and increased collaboration with food recovery organizations to reduce organics disposal and help address food insecurity
5	Reorient the Agency’s work where needed to respond	Ensure the Agency’s annual budget is informed by the current economic	Several Agency programs, such as MRO, Schools, and Community Outreach,

	to and rebuild from the impacts of COVID-19 and climate change	downturn and our partners' resource constraints, while also being strategic and continuing to promote and foster innovation	quickly pivoted to providing web-based assistance and resources to continue to support communities during the COVID-19 pandemic
6	Continue to emphasize upstream approaches	Over time the Agency is shifting to higher level system interventions: from a downstream focus on proper handling of waste, to preventing wasteful use of both energy and materials, to designing waste out of existing systems, and it can go even further by influencing the consumer mindset out of which these systems arise	StopWaste is analyzing strategic interventions to influence reusable food ware systems and infrastructure
7	Collect, monitor and report data that tell the story of the Agency's impact and facilitate continuous improvement	Single-issue metrics (tonnage or kwh) are not sufficient to evaluate our overall effectiveness; evaluation efforts must also be informed by the Agency's guiding principles	StopWaste is currently evaluating a range of its programs to ensure they are achieving the intended outcomes and to define metrics to help track progress along the way

A key intention for this process is for the resulting guiding principles to reflect the full scope of the Agency's work, including our focus on materials management and efforts to advance clean energy solutions in Alameda County. Staff from StopWaste and from each member agency have identified some examples, both current and forward-looking, that help to bring the guiding principles to life, and at the November 18 joint Board meeting we will explore with Board members how the Agency's work might evolve over the next two fiscal years to further advance these principles in each member agency and for the county as a whole.

Staff will return in December to seek final approval from the Board on Agency guiding principles for fiscal years 21-22 and 22-23.

RECOMMENDATION

This item is for discussion and providing direction to staff.

Appendix A: Stakeholder Input

Date	Venue	Activity
9/25	TAC/TAG Joint Meeting	Reviewed initial concepts for Agency priorities; conducted an exercise focused on applying the concepts to jurisdictions' work
10/1	TAC Meeting	Discussed SB 1383 coordination efforts, which is an important StopWaste and member agency priority
10/8	P&A Committee and Recycling Board	Presented the Agency's Program Evaluation project, which will help the Agency effectively implement its priorities over time
10/15	Northern California Recycling Association	Presented draft Agency priorities to the NCRA Board and contributed article to NCRA newsletter soliciting member input
10/20	TAG Meeting	Presented on energy programs coordination with East Bay Community Energy and solicited input on future funding opportunities related to a green recovery
10/21	All Staff Meeting	Reviewed draft guiding principles and gathered real-world examples of our work that reflects (or could reflect) the principles
10/28	WMA/EC Meeting	Provided presentation on the Mandatory Recycling Ordinance and Recycling Transparency and Acceptability – programs reflected in the Agency's draft guiding principles
10/29	TAC/TAG Joint Meeting	Reviewed draft guiding principles and gathered additional member agency staff ideas and input
11/12	City Manager/County Administrator/Agency General Manager Survey	Conducted a survey of member agency leadership to inform Agency priority setting and next steps on SB 1383 implementation
11/18	Alameda County City Managers Association Meeting	Engaged City Managers in further discussion regarding StopWaste priorities and SB 1383 implementation

December 2020 Meetings Schedule

Alameda County Waste Management Authority, the Energy Council, & Source Reduction and Recycling Board

(Meetings will be held **via teleconference** unless otherwise noted)

SUN	MON	TUES	WED	THURS	FRI	SAT
		1	2	3	4	5
6	7	8	9	10 9:00 AM Programs & Administration Committee 1. 2021 Meeting Schedule 2. Legislative Priorities 3. Revenue update/Midyear Adjustment <hr/> 7:00 PM Planning Committee & Recycling Board 1. Election of Officers 2. 2021 Meeting Schedule 3. Revenue update/Midyear Adjustment 4. Recycling Plan 5. Legislative Priorities	11	12
13	14	15	16 3:00 PM Waste Management Authority & Energy Council Key Items: 1. 2021 Meeting Schedule 2. Midyear-TBD 3. WMA Re-appt. to RB (Zermeño 1st term expires 01-22-21) 4. Priority Setting – adoption 5. StopWaste Business Awards	17	18	19
20	21	22	23	24 AGENCY HOLIDAY	25 AGENCY HOLIDAY	26
27	28	29	30	31		

This page intentionally left blank

**Energy Council Technical Advisory Group (TAG)
& WMA Technical Advisory Committee (TAC)
Joint Meeting**

Thursday October 29, 2020 – 10:00 am to 11:30 am

Attendance (all via phone):

County of Alameda: Sophie McGuinness, Emily Sadigh
City of Alameda: Patrick Pelegri-O'Day, Kerry Parker, Marc Green
City of Albany: Elizabeth Carrade, Michelle Plouse
City of Berkeley: Billi Romain, Kerry Rivers
City of Dublin: Shannan Young, Chloe Trifilio (Fellow)
City of Fremont: Robbie Barton, Rachel DiFranco, Kathy Cote
City of Hayward: Jeff Krump, Taylor Richard
City of Livermore: Marisa Gan
City of Oakland: Wanda Redic, Julia Heath, Rebecca Parnes
City of Piedmont: Nate Redinbo (Fellow)
City of Pleasanton: Zachary Reda
City of San Leandro: Hoi-Fei Mok, Tonya Richardson
City of Union City: Cliff Feldman
StopWaste: Jennifer West, Meghan Starkey, Emily Alvarez, Alma Freeman, Michelle Fay, Jeanne Nader, Justin Lehrer, Timothy Burroughs, Jeannie Pham, Miya Kitahara, Rachel Balsley, Angelina Vergara, Ben Cooper, Holly Mayne, Jeff Becerra, Jeanine Sidran, Sy Baker, Trevor Probert

Meeting Summary:

Welcome & Introductions

- Participants were asked to think of a time in their professional or personal life where they were used to doing something for someone, but, for one reason or another, you couldn't do it anymore (e.g. schedule changes, it was time to teach someone else to do it).
 - What was it like to no longer do that thing? What did you notice when they did it instead of you? Was anything newly possible because you were no longer doing it?
 - Exercise will help us think about what we currently do in our work and how our work can evolve.

Overview of Guiding Principles – Timothy Burroughs, StopWaste

- At September joint TAG/TAC we discussed draft objectives for Priority Setting
 - Objectives are things we want to keep in mind as we complete the 2-year priority setting process (i.e. putting equity at forefront, upstream circular economy work, focusing on multi-benefit solutions)
- Since then, staff has drafted a set of priorities to review with TAG/TAC before taking them to the Board in November.
 - We are asking for member agency reactions and understand how these priorities might apply to your work.
 - While these priorities are articulated from the perspective of StopWaste, they should apply to all member agencies.
 - Priorities should reflect work that you are already doing, are planning to do, or would like to do.

- We want to gather examples from your communities. These examples can ground the priorities in the work being done throughout the county.
- Two-year “guiding principles” are shorter-term for work to do with member agencies, whereas the “Aims” set the tone for work over time and may not change as quickly.

Long-term Orientation Aims, Guiding Principles and Explanations

StopWaste aims to:

- Support member agencies and partners to make strategic policy and program interventions that create systemic change at scale
- Hold social and racial equity at the center of our work
- Cultivate collaborative partnerships across issues and design programs that foster overall community and environmental well-being
- Focus resources on strategic interventions where we can support the shift towards a regenerative economy
- Change the social norms driving inefficient resource use and overconsumption
- Evaluate success based on overall system health indicators

To advance this longer-term orientation and apply it to our work, StopWaste proposes the following two year Guiding Principles:

	Two Year Guiding Principle	Explanation
1	Assist member agencies to efficiently and cost-effectively meet regional and state-level regulatory requirements, such as SB 1383	At its best the Agency is a catalyst for market transformation and develops long-term capacity in others - a shift to “doing with instead of doing for”
2	Integrate equity into Agency operations and programs	As a public agency, it is essential that our programs and services are designed to serve and be accessible to all members of the community
3	Align our program offerings to better serve community members	Multiple programs sometimes cross-promote to the same audience and compete for their attention; we have the opportunity to further integrate services
4	Form new and strengthen existing partnerships that expand our multiple benefits approach to include the social and economic health of our communities.	Creating new allies and partnerships could help us broaden the reach of our programs and provide additional benefits for our stakeholders
5	Continue to reorient the Agency’s work where needed to respond to and bounce back better from the impacts of COVID-19 and climate change	This includes continuing to ensure Agency’s annual budget and spending are informed by current economic downturn, and being sensitive to our partners’ constraints, while also being strategic with budget allocations to continue to promote and foster innovation
6	Continue to emphasize upstream solutions	We can go even further “upstream” by influencing values/mindsets, not just changing specific behaviors; we are also seeing the limits of downstream interventions
7		

	Two Year Guiding Principle	Explanation
	Collect, monitor and report data that illustrate the Agency's impact and opportunities for continuous improvement	Single-issue metrics (tonnage or kwh) do not help us evaluate our overall effectiveness

Discussion on Principles (breakout groups)

- Dive deeply into one (assigned) principle for each group. How does this principle affect your current work? Does it connect to work you plan to or want to do? Does it fill a capacity gap in your jurisdiction? Provide examples and give specific ideas for StopWaste staff in implementing priorities.

Next Steps

- Sending the StopWaste survey to all City Managers/County Administrators/General Managers on services we provide, what is most valuable to them, and specific questions on how best to help with SB 1383. Also will be sending a survey to TAG for more feedback.
- StopWaste staff will look at information from the 10/29 meeting and the survey responses while preparing to take Priorities to the boards on 11/18 and in December.
 - Board will review draft principles in joint meeting November 18, 2020.
 - Adoption in December.