

**DRAFT**

**MINUTES OF THE ALAMEDA COUNTY WASTE  
MANAGEMENT AUTHORITY MEETING  
OF THE  
PROGRAMS AND ADMINISTRATION COMMITTEE**

**Thursday, March 10, 2016**

**9:00 A.M.**

**StopWaste Offices  
1537 Webster Street  
Oakland CA 94612  
510-891-6500**

**Members Present:**

City of Alameda	Jim Oddie
County of Alameda	Keith Carson
City of Berkeley	Susan Wengraf
Castro Valley Sanitary District	Dave Sadoff
City of Dublin	Don Biddle
City of Fremont	Suzanne Lee Chan
City of Newark	Mike Hannon
City of Oakland	Dan Kalb
Oro Loma Sanitary District	Shelia Young
City of San Leandro	Deborah Cox
City of Union City	Lorin Ellis

**Absent:**

City of Livermore	Laureen Turner
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**Staff Present:**

Wendy Sommer, Executive Director  
Tom Padia, Deputy Executive Director  
Patricia Cabrera, Administrative Services Director  
Justin Lehrer, Senior Program Manager  
Jeanne Nader, program Manager  
Michelle Fay, Program manager  
Arliss Dunn, Clerk of the Board

**1. Convene Meeting**

Chair Dave Sadoff called the meeting to order at 9:05 a.m.

**2. Public Comments**

There were none.

**3. Approval of the Draft Minutes of February 11, 2016 (Wendy Sommer)**

Board member Young made the motion to approve the draft minutes of February 11, 2016. Board member Biddle seconded and the motion was carried 8-0 (Carson, Ellis, Kalb, and Turner absent).

**Action**

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- 4. Mandatory Recycling Ordinance-Site Inspector Analysis (Pat Cabrera) Action**  
Staff recommends that the P&A Committee recommend to the WMA Board that staff continues engaging contracted services for MRO site inspections.

Pat Cabrera provided an overview of the staff report. A copy of the report is available here: [MRO-Site Inspector Analysis-03-10-16](#)

Board members Sadoff and Young expressed their appreciation to staff for conducting the study and stated that they were pleased with the outcome. Board member Sadoff inquired if there would be cause to revisit the issue prior to the recommended three year timeline. Tom Padia stated that the three year timeline would allow time to experience a full year of enforcement for organics, bottles, cans, paper, and cardboard with all of the jurisdictions that have opted in, even those on schedule waivers. The three year horizon will give us enough time for experience with repeat violators and a sense of the number of citations and violations and the subsequent follow-up inspection requirements. The timeline also allows us to measure the effectiveness of the ordinance with respect to how much good stuff is still remaining in the garbage.

Board member Chan stated surprise at the compensation and inquired if there is ongoing training and some type of certification for inspectors. Mr. Padia replied yes on both accounts and added inspectors are required to pass a Basic Inspector Academy accredited through CalEPA as well as ongoing training and supervision provided by the retired Deputy Sheriff that we have on contract.

Board member Hannon inquired if the inspectors issue citations in the field. Mr. Padia stated no the inspectors do not currently issue citations. Their work includes documenting their findings and forwarding the information to staff to review and follow up and issue any citations as appropriate. Board member Young inquired if the firm that we contract with is located in Southern California and what is the term of the contract. Mr. Padia stated yes, but they work nationally and all inspectors are local. Mr. Padia added we have an annual contract with them that expires at the end of the current fiscal year and we may need to extend the current contract to allow time to prepare for a new bidding process. Mr. Padia invited the Committee to submit the names of any firms that they would like to be considered.

Board member Chan made the motion to approve the staff recommendation. Board member Cox seconded and the motion carried 9-0 (Carson, Kalb, and Turner, absent).

- 5. Product Decisions Targets Update (Justin Lehrer) Action**  
Staff recommends that the Committee review the proposed recommendations for the PD Targets and recommend to the WMA Board to direct staff to implement them in the FY 16-17 budget.

Justin Lehrer presented an overview of the staff report and a PowerPoint presentation. The combined report and presentation is available here: [Product Decisions Targets memo-03-10-16](#)

Board member Hannon inquired if the 18 industrial kitchens that we are working with are located throughout Alameda County. Mr. Lehrer stated yes the kitchens are well distributed throughout Alameda County. Board member Hannon inquired in addition to the Oakland Unified School District and the Livermore School District the other schools that staff intends to work with. Ms. Sommer stated that two additional schools will be added and the San Lorenzo School District has expressed an interest in the program. The industrial kitchens that we are targeting are mostly owned by Guckenheimer and the facilities are located in Fremont, Livermore, Alameda County Fairgrounds, O.Co Coliseum, Dominican Sisters, and Fremont Kaiser. We hope to include more kitchens next fiscal year.

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Ms. Sommer stated that Board member Young had brought in from Pebble Beach some samples of compostable service ware including plates and flatware that are BPI (Biodegradable Products Institute) certified. However, the colored plastic can be confusing and more costly to purchase.

Board member Chan inquired about funding incentives to businesses. Mr. Lehrer stated that interested businesses can learn about the funding incentives through information on our website and the Clean Water Action has representatives reaching out to businesses as well. Michelle Fay stated that there are grants available to businesses and staff is working with local chambers and restaurant associations. This program works in conjunction with the mandatory recycling program, offering technical assistance with respect to compliance with the ordinance. Board member Hannon inquired if we are working with agencies that conduct restaurant inspections. Staff stated that would be a good idea.

Chair Sadoff inquired with respect to recycled materials if the pricing is competitive with virgin materials and does it vary by category. Mr. Lehrer stated yes it varies by category. Board member Hannon inquired with respect to built environments if we looked at the environment prior to construction in terms of C&D activity and the opportunity to ensure that those materials are gathered and recycled, and does the program require that the developer pay an upfront fee to demonstrate that they have recycled those materials in an effort to have those fees returned. Mr. Lehrer stated yes we have a C&D project within the discards management program group that looks at those issues. Mr. Padia added it is at the discretion of each city whether or not to charge a deposit, however it is a requirement in the State building code that requires applicants to demonstrate diversion of the debris generated from the construction project. The level of enforcement may vary from city to city.

Board member Kalb inquired with respect to HHW if the agency has a list available of preferred HHW products. Jeanne Nader stated that we have a dedicated list of alternatives on our website and Our Water Our World has a list of recommended alternatives to synthetic fertilizers and pesticides as well. Board member Kalb inquired if staff had considered labeling at retail stores messaging “buy this, not that.” Board member Sadoff stated that the Board had discussed this issue but there were several challenging issues. Ms. Nader replied that staff had surveyed retailers and there was lack of interest in providing labeling of alternatives and partnering with Our Water Our World allows us to leverage our proper disposal messaging. Additionally, the consensus among member agency staff is that it is most effective to inform and educate the public on the availability of the HHW facilities and one day events.

Board member Ellis recommended engaging with retailers at the executive or regional level to obtain a sponsored initiative and get buy-in from store directors to promote green messaging and targeting information about the HHW program. Board Member Hannon suggested reaching out to retailers to see if they can include information about the HHW program on sales receipts if customers purchase a HHW product. Board member Hannon commended staff on an outstanding job. Board member Chan agreed and inquired if the criteria will be used to assess projects that will ultimately be presented to the Board during the budgeting process. Mr. Lehrer stated yes, and the criteria will be applied to other projects as well and will be refined as needed.

Board member Ellis made the motion to approve the staff recommendation. Board member Kalb seconded and the motion carried 11-0 (Turner absent).

### **6. Member Comments**

Board member Wengraf requested that staff provide to the Board information on any initiatives on the June Ballot about which Board members may wish to inform their constituents. Ms. Sommer stated that staff will be providing a legislative update to the Board in April but the agency does not make recommendations on local ballot measures.

## **DRAFT**

Ms. Sommer asked for a straw poll of members that would be interested in moving the start time for the Programs & Administration Committee meeting to 9:30 or 9:15 a.m. The committee by consensus elected to keep the meeting start time at 9:00 a.m.

### **7. Adjournment**

The meeting adjourned at 10:15 a.m.