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

Thursday, June 14, 2018

9:00 A.M.

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

Members Present:

Castro Valley Sanitary District	Dave Sadoff
City of Livermore	Bob Carling
City of Oakland	Dan Kalb
City of Newark	Mike Hannon
Oro Loma Sanitary District	Shelia Young
City of Pleasanton	Jerry Pentin

Absent:

County of Alameda	Keith Carson
City of Berkeley	Kriss Worthington
City of Dublin	Melissa Hernandez
City of Fremont	Vinnie Bacon
City of San Leandro	Deborah Cox
City of Union City	Lorin Ellis

Staff Present:

Wendy Sommer, Executive Director
Pat Cabrera, Administrative Services Director
Tom Padia, Deputy Executive Director
Miya Kitahara, Program Manager
Arliss Dunn, Clerk of the Board

1. Convene Meeting

Chair Dave Sadoff called the meeting to order at 9:10 a.m. The agenda was reordered to hear item #4 first. Board member Kalb arrived during the presentation and a quorum of the members were reached.

2. Public Comments

There were none.

3. Approval of the Draft Minutes of May 10, 2018 (Pat Cabrera)

Board member Pentin made the motion to approve the draft minutes of May 10, 2018. Board member Hannon seconded and the motion carried 6-0 (Ayes: Carling, Hannon, Kalb, Pentin,

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Sadoff, Young. Nays: None. Abstain: None. Absent: Bacon, Carson, Cox, Ellis, Hernandez, Worthington).

4. Circular Economy Principles for Materials Management (Miya Kitahara)

This item is for information only.

This item was presented first. Miya Kitahara provided an overview of the staff report and presented a PowerPoint presentation. A link to the staff report and the presentation is available here: [Circular-Economy-Presentation-06-14-18.pdf](#). Ms. Sommer stated that this is the first in a series of informational items designed to prepare us for the priority setting session in the fall and the presentation on the Circular Economy is intended to provide insight to the Board on how staff is implementing these approaches into our day-to-day projects, and to also assist in reaffirming these approaches when we have the priority setting session in the fall. Additionally, staff will be offering attendance to the upcoming conferences for Board members that are interested in attending.

Board member Pentin commented that the goal is systemic change in all areas but inquired with respect to materials management, what would be the largest stream or the biggest gain by percentages, and requested that staff provide presentations individually on each of the materials. Ms. Kitahara noted that the waste stream percentages informed our organics focus and that we do not currently have the tools to measure the total materials accumulating within our communities which do not yet show up in the waste stream but will eventually. Board member Pentin inquired if the Circular Economy Principles is a 50 state effort. Ms. Kitahara stated that circular economy and sustainable materials management have been an increasing focus along the west coast, for example through the West Coast Climate and Materials Management Forum. There is increasing interest in upstream materials management also in the Northeast, some examples include the work of Northeast Recycling Council and Northeast Waste Management Official's Association. Board member Carling inquired with respect to deconstruction plans for buildings, as to the difference between designing for deconstruction versus requiring deconstruction plans for existing buildings. Board member Carling inquired if there is any information regarding incremental costs or value to the owner. Ms. Kitahara stated that a jurisdiction could require developers to provide the deconstruction plan for a building at the time of construction under circularity principles, i.e. to optimize the likelihood of being able to recover as much of the new building when it is eventually deconstructed. Ms. Kitahara stated that there is yet little information regarding incremental costs, though some early case studies show a positive return on investment of the incremental cost. Chair Sadoff stated with respect to cost and value to the owner, if the building is designed to be adaptable to varying tenancy and uses, even with incremental costs the design could be a selling point and provide value to the owner. Board member Kalb inquired if the primer referenced in the staff report was provided to member agencies. Ms. Kitahara stated that the member agencies provided their input and a draft of the primer was provided to them. Ms. Kitahara added the final draft is in process of being completed. Board member Kalb asked that a copy be provided to the Board and inquired if the primer will include recommendations with respect to local legislation, regulations, local ordinances, etc. Ms. Kitahara stated yes, staff can provide a copy of the primer to the Board and it will include recommendations for local government policies. Also, if there is interest, staff can do model ordinances or policies as well. Board member Hannon suggested with respect to built environments that staff work with permit officials in the State of California with respect to anticipated use or reuse and the life span of the building. Board member Hannon further commented that most people want to recycle but face challenges regarding what is recyclable and usually err due to confusion. Board member Hannon stated that there should be a clearly visible and recognizable label that affirms that the item is recyclable. He further added that there should be consideration for incentivizing businesses to include a rating system on products that will inform

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the consumer of the reusability of recyclability of a product. Board member Young stated that she concurs with Board member Pentin regarding bringing back a discussion of each material independently. Board member Young stated that she would like to have information on the disposition of e-waste. She further added that we should stress the importance of clean compost. Board member Young commented with respect to building for future use and deconstruction we must also be cognizant of property rights.

Del Hudson, Head of US & North America Operations, Ellen MacArthur Foundation, provided an overview of the foundation's efforts and its collaboration with StopWaste. A link to the foundation website is available here: <https://www.ellenmacarthurfoundation.org/>

The committee expressed appreciation for the report and asked that the presentation be made available on the agency website. Chair Sadoff thanked Ms. Kitahara for her presentation.

5. Election of Chair and Vice Chair (Wendy Sommer)

Staff recommends that the Programs and Administration Committee elect a Chair and Vice Chair for the July 2018 – June 2019 term.

Chair Sadoff made the motion to elect Vice Chair Young as the Chair for the July 2018-June 2019 term. There were no further nominations. Board member Pentin seconded. Board member Kalb made the motion to elect Board member Pentin as Vice Chair for the July 2018-June 2019 term. There were no further nominations. Board member Hannon seconded and the motions carried 6-0: (Ayes: Carling, Hannon, Kalb, Pentin, Sadoff, Young. Nays: None. Abstain: None. Absent: Bacon, Carson, Cox, Ellis, Hernandez, Worthington)

6. Member Comments

Ms. Sommer thanked Chair Sadoff for his support as Chair in ensuring that the committee has regular meetings and keeping the Board engaged. Ms. Sommer presented Chair Sadoff with a recycled content glass gift. Chair Sadoff announced that Castro Valley Sanitary District will be signing a contract with a new hauler: ACI.

7. Adjournment

The meeting adjourned at 10:11 a.m.