

**DRAFT**

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

**Thursday, June 8, 2023**

**4:00 P.M.**

***IN PERSON MEETING LOCATION:  
STOPWASTE BOARD ROOM  
1537 WEBSTER STREET, OAKLAND, CA***

**I. CALL TO ORDER**

President McKaughan called the meeting to order at 4:10 p.m. Timothy Burroughs explained the meeting process being utilized during the meeting. A link to the process is available here: [Virtual-Meetings-Instructions](#).

**II. ROLL CALL OF ATTENDANCE**

Bob Carling, ACWMA  
Eric Havel, Environmental Educator  
Darby Hoover, Environmental Organization  
Tracy Jensen, ACWMA  
Dan Kalb, ACWMA  
Chiman Lee, Recycling Programs  
Grace Liao, Source Reduction Specialist  
Laura McKaughan, Recycling Materials Processing Industry (President)  
Fred Simon, ACWMA  
Talia Wise, Solid Waste Industry Representative

**Absent:**

David Mourra, ACWMA

**Staff Present:**

Timothy Burroughs, Executive Director  
Alma Freeman, Communications Manager  
Michelle Fay, Program Manager  
Arliiss Dunn, Clerk of the Board  
Farand Kan, Deputy County Counsel

**III. ANNOUNCEMENTS BY THE PRESIDENT**

There were none.

**IV. OPEN PUBLIC COMMENT**

Arthur Boone provided public comments.

**V. CONSENT CALENDAR**

**1. Approval of the Draft PC & RB Minutes of May 11, 2023**

**2. Board Attendance Record**

**3. Written Report of Ex Parte Communication**

There were no public comments for the Consent Calendar. Board member Carling moved for approval of the Consent Calendar. Board member Wise seconded, and the motion carried 10-0. The Clerk called the roll:

(Ayes: Carling, Havel, Hoover, Jensen, Kalb, Lee, Liao, McKaughan, Mourra, Simon. Nays: None. Abstain: None. Absent: Mourra).

**VI. REGULAR CALENDAR**

**1. 2023 StopWaste Environmental Leadership Awards (Michelle Fay)**

This item is for information only.

Timothy Burroughs welcomed the awardees and provided an introduction to the awards ceremony. A link to the staff report and the presentation is available here: [Environmental-Leadership-Awards-Presentation.pdf](#). An audio link to the awards ceremony is available here: [Environmental-Leadership-Awards-Program](#).

**2023 Awardees:** Read about the 2023 Awardees [here](#)

Fertile GroundWorks, Livermore

Good Eggs and Common Vision, Oakland

Bay Cities Produce, San Leandro

Barnett Plumbing & Water Heaters, Livermore

Fremont Unified School District's Climate Literacy and Environmental Education Network, Fremont

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

There were none.

**VIII. ADJOURNMENT – TO JULY 13, 2023 AT 6:00 p.m.**

The meeting adjourned at 5:00 p.m.

DRAFT

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

**Thursday, July 13, 2023**

**6:00 P.M.**

***IN PERSON MEETING LOCATION:***  
**LOCAL ECOLOGY & AGRICULTURE FREMONT (LEAF)**  
**C.R. STONE GARDEN**  
**55 MOWRY AVE, FREMONT, CA**

**I. CALL TO ORDER**

President McKaughan called the meeting to order at 6:00 p.m. Justin Lehrer explained the meeting process being utilized during the meeting. A link to the process is available here: [Virtual-Meetings-Instructions](#).

**II. ROLL CALL OF ATTENDANCE**

Eric Havel, Environmental Educator  
Mike Hannon, ACWMA (interim)  
Tracy Jensen, ACWMA  
David Mourra, ACWMA  
Jeff Wang, ACWMA  
Grace Liao, Source Reduction Specialist  
Laura McKaughan, Recycling Materials Processing Industry (President)  
Fred Simon, ACWMA  
Talia Wise, Solid Waste Industry Representative

**Absent:**

Darby Hoover, Environmental Organization  
Chiman Lee, Recycling Programs

**Staff Present:**

Justin Lehrer, Operations Manager  
Arliss Dunn, Clerk of the Board  
Trevor Probert, Program Manager  
Jeannie Pham, Program Manager  
Hugo Gregoire, Program Services Specialist  
Farand Kan, Deputy County Counsel

**III. ANNOUNCEMENTS BY THE PRESIDENT**

President McKaughan welcomed everyone to the tour and welcomed Board member Wang as the new WMA appointee to the Recycling Board. President McKaughan thanked Mayor Hannon for attending the meeting.

**IV. OPEN PUBLIC COMMENT**

There were none.

**V. Overview of Local Ecology & Agriculture Fremont (LEAF) C.R. Stone Garden**

StopWaste staff Trevor Probert and Hugo Gregoire introduced staff from LEAF (Local Ecology and Agriculture Fremont) - Elaine Oyang and Mayank Malik, as well as staff from Tri-City Food Bank - Kellie Barron, Program Manager, and Jim Doehne, Warehouse Manager. LEAF and StopWaste have worked together for over 10 years. LEAF provides unique educational programming and services within Fremont and has collaborated with StopWaste developing educational outreach on composting, growing food, and waste reduction.

Tri-City Volunteers Food Bank (TCV) has been a longtime partner and a food waste prevention & recovery awardee for multiple projects. TCV Food Bank provides emergency grocery assistance to up to 13,000 individuals in Alameda County every month and created a client-choice model as early as 2016. LEAF grows fresh produce for donation, and TCV Food Bank is one of the recipients to distribute it to their clients.

**VI. Tour:**

**Garden site tour – LEAF (Local Ecology & Agriculture Fremont)**

This item is for information only.

LEAF staff provided a tour of the gardens.

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

President McKaughan thanked LEAF President Elaine Owyang and CTO Mayank Malik for their community work, long term partnership, and for hosting the Recycling Board meeting.

**VIII. ADJOURNMENT – TO AUGUST 10, 2023 AT 4:00 p.m.**

The meeting adjourned at 6:55 p.m.