

**DRAFT**

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

**Thursday, July 9, 2020**

**7:00 P.M.**

**TELECONFERENCE MEETING**

**I. CALL TO ORDER**

President Deborah Cox called the meeting to order at 7:00 p.m. Jeff Becerra 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**

Jillian Buckholz, Recycling Programs  
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  
Dave Sadoff, ACWMA  
Francisco Zermeño, ACWMA

**Absent:**

Tianna Nourot, Solid Waste Industry Representative

**Staff Present:**

Jeff Becerra, Communications Manager  
Justin Lehrer, Senior Management Analyst  
Meri Soll, Senior Program Manager  
Elese Lebsack, Program Manager  
Cassie Bartholomew, Program Manager  
Farand Kan, Deputy County Counsel  
Arliss Dunn, Clerk of the Board

**Others Participating:**

Sarah LaRock, Waste Management, Inc.

**III. ANNOUNCEMENTS BY THE PRESIDENT**

President Cox informed the Board that Wendy Sommer would not be present due to family matters. President Cox welcomed Lillian Carrell to the Planning Committee and Recycling Board. Ms. Carrell will be serving in the category of Recycling Materials Processing Industry. President Cox welcomed Board member Dan Kalb as the newly appointed WMA representative.

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### IV. OPEN PUBLIC COMMENT

Sarah LaRock, Public Sector Manager, Waste Management, Inc. was present via Zoom and commented that she would like to begin attending the meetings and is looking forward to hearing about the good work that we do. There were no public comments received in the public comment email portal.

### V. CONSENT CALENDAR

#### 1. Approval of the Draft PC & RB Minutes of June 11, 2020 (Jeff Becerra)

#### 2. Board Attendance Record (Jeff Becerra)

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

There were no public comments for the consent calendar. Board member Carling made the motion to approve the consent calendar. Board member Zermeño seconded and the motion carried 9-0-1: (Ayes: Buckholz, Carling, Carrell, Cox, Havel, Hoover, Kalb, Sadoff, Zermeño. Nays: None. Abstain: McKaughan. None. Absent: Nourot)

### VI. REGULAR CALENDAR

#### 1. Reusable Bags during COVID-19 (Elese Lebsack)

This item is for information only.

Elese Lebsack provided an overview of the staff report and presented a PowerPoint presentation, available here: [RBO-Covid-Update.pdf](#)

Board member McKaughan asked for clarification regarding Marin and Napa Counties, as they are not allowing customers to bring in reusable bags but are still doing enforcement. Ms. Lebsack stated that it is possible that they are not taking any enforcement actions but it is not clearly listed on their website. Other counties were more clear on their website that they were not taking enforcement actions.

There were no public comments on this item. President Cox thanked Ms. Lebsack for her presentation.

#### 2. Election of Second Vice President for 2020 (Arliss Dunn)

Elect a Second Vice President for the remainder of 2020.

There were no public comments on this item. Board member Carling nominated Board member Zermeño to serve as Second Vice President. Board member Buckholz seconded. There were no other nominations and the motion carried 10-0. The Clerk called the roll:

(Ayes: Buckholz, Carling, Carrell, Cox, Havel, Hoover, Kalb, Sadoff, Zermeño. Nays: None. Abstain: McKaughan. None. Absent: Nourot)

#### 3. Grants Supporting Upstream Projects (Meri Soll & Cassie Bartholomew)

This item is for information only.

Meri Soll and Cassie Bartholomew provided an overview of the staff report and provided a synopsis of the grant distributions for FY 19-20. A link to the staff report and the PowerPoint presentation is available here: [FY19-20-Grants-Update.pdf](#)

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Board member Hoover commended staff on an awesome presentation and stated that she was pleased to see the focus on waste prevention. Board member Hoover asked for clarification with regard to the term “food waste reduction,” and inquired if it refers to the entire suite of activities targeting food waste, prevention, and recycling. Ms. Bartholomew stated that for the grants program it is the top two tiers of the food recovery hierarchy, prevention and donation. Board member Hoover stated that during this cycle all of the grants were allocated towards food rescue organizations and inquired if we ever receive requests from applicants that would qualify under food waste prevention and if we would consider it in the next grant cycle. Ms. Bartholomew stated that prevention projects are encouraged and we have funded some in past years but there’s more ongoing need and interest for food donation funding. Ms. Bartholomew added that we do address food waste prevention elements in the agency’s Food Waste Reduction project, providing technical assistance to food service providers and grocers that are donating food. The agency provides feedback with what they are donating, how often and the amounts, and ways to reduce that. Board member Zermeño thanked staff for the presentation and stated that he is pleased to see that there were seven grants awarded to organizations that served the residents of Hayward. President Cox commented that it was an uplifting and encouraging presentation and asked that staff email a copy of the presentation to the Board. There were no public comments on this item.

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

There were none.

### **VIII. ADJOURNMENT**

The meeting adjourned at 7:55 p.m.