

DRAFT

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

Thursday, October 12, 2023

4:00 P.M.

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

I. CALL TO ORDER

1st Vice President Kalb called the meeting to order at 4:00 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

Eric Havel, Environmental Educator
Darby Hoover, Environmental Organization
Tracy Jensen, ACWMA
Dan Kalb, ACWMA
Chiman Lee, Recycling Programs
Grace Liao, Source Reduction Specialist
David Mourra, ACWMA
Fred Simon, ACWMA
Talia Wise, Solid Waste Industry Representative

Absent:

Laura McKaughan, Recycling Materials Processing Industry (President)
Jeff Wang, ACWMA

Staff Present:

Timothy Burroughs, Executive Director
Alma Freeman, Communications Manager
Robin Plutchok, Program Manager
Angelina Vergara, Program Manager
Emily Alvarez, Program Manager
Arliss Dunn, Clerk of the Board
Farand Kan, Deputy County Counsel

Others Present:

Natasha Browne, Oro Loma Sanitary District
Uyen Mai, City of Union City
Stephanie Willits, City of Fremont

III. ANNOUNCEMENTS BY THE PRESIDENT

There were none.

IV. OPEN PUBLIC COMMENT

There were no public comments.

V. CONSENT CALENDAR

- 1. Approval of the Draft PC & RB Minutes of September 14, 2023**
- 2. Board Attendance Record**
- 3. Written Report of Ex Parte Communication**

There were no public comments for the Consent Calendar. Board member Jensen moved for approval of the Consent Calendar. Board member Wise seconded, and the motion carried 9-0. The Clerk called the roll:

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

VI. REGULAR CALENDAR

- 1. Municipal Panel: Member Agency Schools Programs (Robin Plutchok)**

This item is for information only.

Timothy Burroughs introduced the item. Robin Plutchok introduced the panelists and provided an overview of the staff report. Representatives from Fremont, Union City, and Oro Loma Sanitary District shared their experiences and insights on the opportunities and challenges of implementing recycling, organics, and sustainability programs in their schools. A link to the staff report and the presentation is available here: [Schools-Muni-Panel-memo.pdf](#).

Additional time was provided to the Board for discussion and for clarifying questions. An audio link to the discussion is available here: [Schools-Muni-Panel-Discussion](#). There were no public comments for this item. 1st Vice President Kalb thanked staff and the panelists for a very inspiring presentation.

- 2. 2023 Waste Characterization Study Update (Emily Alvarez)**

This item is for information only.

Timothy Burroughs introduced the item. Emily Alvarez provided an overview of the preliminary results of the Waste Characterization Study (WCS). Sampling is anticipated to conclude at the end of the year and a final report will be produced in 2024. A link to the staff report and the presentation is available here: [WCS-Update-memo.pdf](#).

Additional time was provided to the Board for discussion and for clarifying questions. An audio link to the discussion is available here: [WCS-Update-Discussion](#).

Arthur Boone provided public comments. 1st Vice President Kalb thanked staff for a very informative presentation and stated that he is looking forward to the final report.

VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR

1st Vice President Kalb announced that the Oakland City Council will consider adoption of a reusable foodware ordinance at its December council meeting. He thanked StopWaste for its support and assistance. Board member Jensen announced that on Tuesday, the Alameda City Council will receive an update on its Zero Waste program.

VIII. ADJOURNMENT – TO JOINT WMA, EC, AND PC & RB MEETING – NOVEMBER 15, 2023 AT 3:00 P.M.

The meeting adjourned at 5:06 p.m.