

DRAFT

**MINUTES OF THE MEETING OF THE
ALAMEDA COUNTY WASTE MANAGEMENT
AUTHORITY BOARD (WMA)
AND
ENERGY COUNCIL (EC)**

**Wednesday, September 27, 2023
3:00 P.M.**

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

I. CALL TO ORDER

President Carling called the meeting to order at 3:00 p.m. Timothy Burroughs 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

WMA & EC

City of Alameda	Tracy Jensen, WMA, EC
City of Albany	Jennifer Hansen-Romero, WMA, EC
City of Berkeley	Susan Wengraf, WMA, EC
Castro Valley Sanitary District	Dave Sadoff, WMA
City of Emeryville	David Mourra, WMA, EC
City of Fremont	Yang Shao, WMA, EC
City of Hayward	Francisco Zermeño, WMA, EC
City of Livermore	Bob Carling, WMA, EC (WMA President)
City of Newark	Luis Freitas, WMA, EC (alternate)
City of Oakland	Dan Kalb, WMA, EC
Oro Loma Sanitary District	Shelia Young, WMA
City of Piedmont	Jen Cavanaugh, WMA, EC
City of Pleasanton	Jack Balch, WMA, EC
City of San Leandro	Fred Simon, WMA, EC
City of Union City	Jeff Wang, WMA, EC

Absent

County of Alameda	David Haubert, WMA, EC, (EC President)
City of Dublin	Melissa Hernandez, WMA, EC

Staff Participating

Timothy Burroughs, Executive Director
Pat Cabrera, Administrative Services Director
Alma Freeman, Communications Manager
Justin Lehrer, Operations Manager
Cassie Bartholomew, Senior Program Manager
Hugo Gregoire, Program Services Specialist
Emily Alvarez, Program Manager
Arliss Dunn, Clerk of the Board
Adrienne Ramirez, Assistant Clerk of the Board
Richard Taylor, WMA Legal Counsel

III. ANNOUNCEMENTS BY PRESIDENTS

There were none.

IV. OPEN PUBLIC DISCUSSION FROM THE FLOOR

There were no public comments.

V. CONSENT CALENDAR

1. Approval of the Draft WMA & EC Minutes of July 26, 2023

2. Authorization for the Final Disposition of Certain Records (Arliss Dunn)

Adopt resolution 2023-08 authorizing staff to purge the attached list of agency records that have exceeded the minimum retention schedule.

3. LAIF Resolution - Update List of Authorized Signers (Timothy Burroughs & Jennifer Luong)

Staff recommends that the WMA Board approve the attached resolution updating the current authorized signers.

There were no public comments for the Consent Calendar. Board member Sadoff inquired if two signatures are required for the LAIF Resolution. Staff confirmed that two signatures are required. Board member Sadoff moved approval of the Consent Calendar and Board member Zermeño seconded.

The Clerk called the roll: WMA Vote: 16-0 and EC Vote: 16-0.

(Ayes: Balch, Carling, Cavanaugh, Freitas, Jensen, Kalb, Mourra, Sadoff, Shao, Simon, Wang, Wengraf, Young, Zermeño. Nays: None. Abstained: None. Absent: Hansen-Romero, Haubert, Hernandez)

VI. REGULAR CALENDAR

1. Alameda County Food Recovery Network Update (Cassie Bartholomew & Hugo Gregoire)

This item is for information only.

Timothy Burroughs introduced the item. Cassie Bartholomew and Hugo Gregoire provided an overview of the network and examples of how the network supports the vital work that food recovery partners are leading in the county to address food insecurity and reduce food waste. A link to the staff report and the presentation is available here: [ACFRN-Update-Presentation.pdf](#). Additional time was provided to the Board for discussion and for clarifying questions. An audio link to the discussion is available here: [ACFRN-Update-Discussion](#)

Mr. Burroughs announced that the monthly topic brief highlights the confusion over labeling on food products and proposed legislation that could help bring greater consistency and clarity. A link to the topic brief is available [here](#). There were no public comments on this item. President Carling thanked staff for a very informative presentation.

2. WMA Board Rules of Procedure for Teleconferencing (Timothy Burroughs)

Staff recommends that the Board evaluate the amendments to the Rules of Procedure adopted on January 25, 2023.

Timothy Burroughs provided an overview of the staff report. A link to the report is available here: [WMA-Rules-of-Procedure-Memo.pdf](#). Additional time was provided to the Board for discussion and for clarifying questions. An audio link to the discussion is available here: [WMA-Rules-of-Procedure-Discussion](#).

Board members were pleased with the current makeup of the rules and recommended no changes. There were no public comments.

3. Interim appointment(s) to the Recycling Board for WMA appointee unable to attend future Board Meeting(s) (Arliss Dunn) (WMA only)

(The Planning Committee & Recycling Board meeting on Thursday, October 12, 2023 at 4:00 p.m., StopWaste, 1537 Webster Street, Oakland, CA)

There were no requests for an interim appointment.

Energy Council 2nd Vice President Mourra chaired the item.

4. BayREN Contract for 2024-2027 and Business Plan Update (Emily Alvarez) (EC only)

Adopt the attached Resolution authorizing the Executive Director to enter into a four-year contract starting January 1, 2024, with ABAG for BayREN services and other related actions.

Timothy Burroughs introduced the item and informed the Board that the BayREN contract must first be approved by ABAG before the Energy Council can act on the item. ABAG was unable to meet to consider the contract. The staff recommendation was modified, and the item was presented for information and discussion. The item will be placed on the consent calendar at a subsequent meeting and the Board can take action at that time. Emily Alvarez provided an overview of the staff report and presented a PowerPoint presentation. A link to the report and the presentation is available here: [BayREN-Contract-memo.pdf](#). Additional time was provided to the Board for discussion and for clarifying questions. An audio link to the discussion is available here: [BayREN-Contract-Discussion](#).

There were no public comments. EC 2nd Vice President Mourra thanked staff for the presentation.

VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR

Mr. Burroughs reminded the Board that on October 5, 10-11:30 am, StopWaste will co-host a webinar on SB 54 with the League of CA Cities and others. Mr. Burroughs encouraged the Board to distribute the information within their networks.

VIII. ADJOURNMENT – TO OCTOBER 25, 2023 AT 3:00 P.M.