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**MINUTES OF THE JOINT MEETING OF THE
ALAMEDA COUNTY WASTE MANAGEMENT AUTHORITY (WMA) BOARD,
THE ENERGY COUNCIL (EC),
AND THE SOURCE REDUCTION AND RECYCLING BOARD (RB)**

Wednesday, May 27, 2020

3:00 P.M.

TELECONFERENCE MEETING

I. CALL TO ORDER

President Rood called the meeting to order at 3:00 p.m. Wendy Sommer 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	Jim Oddie, WMA, EC, RB
City of Albany	Nick Pilch, WMA, EC
City of Berkeley	Susan Wengraf, WMA, EC
Castro Valley Sanitary District	Dave Sadoff, WMA, RB
City of Dublin	Melissa Hernandez, WMA, EC
City of Emeryville	Dianne Martinez, WMA, EC
City of Fremont	Jenny Kassan, WMA, EC
City of Livermore	Bob Carling, WMA, EC, RB
City of Hayward	Francisco Zermeño, WMA, EC, RB
City of Newark	Mike Hannon, WMA, EC
City of Oakland	Dan Kalb, WMA, EC
Oro Loma Sanitary District	Shelia Young, WMA
City of Piedmont	Tim Rood, WMA, EC, WMA President
City of Pleasanton	Jerry Pentin, WMA, EC
City of San Leandro	Deborah Cox, WMA, EC President, RB President
City of Union City	Emily Duncan, WMA, EC

ABSENT:

County of Alameda	Keith Carson, WMA, EC
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RB

Recycling Programs	Jillian Buckholz, RB
Recycling Materials Processing Industry	Bernie Camara, RB
Environmental Organization	Darby Hoover, RB
Source Reduction Specialist	Laura McKaughan, RB
Solid Waste Industry Representative	Tianna Nourof, RB
Environmental Educator	Vacant

Staff Participating:

Wendy Sommer, Executive Director
Pat Cabrera, Administrative Services Director

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Jeff Becerra, Communications Manager
Justin Lehrer, Senior Management Analyst
Cassie Bartholomew, Program Manager
Annalisa Belliss, Program Services Specialist
Hugo Grégoire, Schools Sustainability Associate
Arliss Dunn, Clerk of the Board
Richard Taylor, WMA Legal Counsel
Farand Kan, Deputy County Counsel

Others Present:

Jason Schmelzer, Shaw Yoder Antwih Schmelzer & Lange
Priscilla Quiroz, Shaw Yoder Antwih Schmelzer & Lange

III. ANNOUNCEMENTS BY PRESIDENTS

There were no announcements by the Presidents.

IV. OPEN PUBLIC DISCUSSION FROM THE FLOOR

There were no public comments on the remote call and no public comments were received via the public comments email portal.

V. CONSENT CALENDAR

- 1. Approval of the Draft Joint WMA/EC Minutes of April 22, 2020 (Wendy Sommer) (WMA/EC & RB)**
- 2. Recycling Board Attendance Record (Jeff Becerra) (RB only)**
- 3. Written Report of Ex Parte Communications (Jeff Becerra) (RB only)**
- 4. Grants Issued Under Executive Director Signature Authority (Wendy Sommer) (RB only)**

There were no public comments for the Consent Calendar.

Board member Hernandez made the motion to approve item 1 of the Consent Calendar. Board member Zermeño seconded and the motion carried:

WMA: 18-0. The Clerk called the roll:

(Ayes: Carling, Cox, Duncan, Hannon, Hernandez, Kalb, Kassan, Martinez, Oddie, Pentin, Pilch, Rood, Sadoff, Wengraf, Young, Zermeño. Nays: None. Abstained: None. Absent: Carson).

EC: 18-0. The Clerk called the roll: (Ayes: Carling, Cox, Duncan, Hannon, Hernandez, Kalb, Kassan, Martinez, Oddie, Pentin, Pilch, Rood, Wengraf, Zermeño. Nays: None. Abstained: None. Absent: Carson).

RB: 10-0. The Clerk called the roll: (Ayes: Buckholz, Camara, Carling, Cox, Hoover, McKaughan, Oddie, Nourot, Sadoff, Zermeño. Nays: None. Abstained: None. Absent: None).

Board member Cox made the motion to approve items 2, 3 & 4 of the Consent Calendar for Recycling Board. Board member Zermeño seconded and the motion carried 10-0. The Clerk called the roll:

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(Ayes: Buckholz, Camara, Carling, Cox, Hoover, McKaughan, Oddie, Nourrot, Sadoff, Zermeño. Nays: None. Abstained: None. Absent: None).

VI. REGULAR CALENDAR

1. FY 20-21 Budget Adoption (Wendy Sommer & Pat Cabrera) (WMA/EC & RB)

That the WMA Board adopt the WMA FY 20-21 Budget Resolution (Attachment A), the Energy Council adopt the EC FY 20-21 Budget Resolution (Attachment B), and the Recycling Board adopt the RB FY 20-21 Budget Resolution (Attachment C).

Pat Cabrera provided an overview of the staff report. A link to the report is available here:

[FY20-21-WMA-EC-RB-Budget-Adoption.pdf](#)

Board member Martinez expressed thanks to staff for a thoughtful and balanced budget and added it is a pleasure to serve on a board that is financially stable at this time. Board member Martinez commented that we have funds that are set aside for buses that provide school tours and inquired if we are able to redirect those funds to ensure that the schools are continuing to receive the educational benefits via virtual learning. Ms. Cabrera stated that the schools program staff is currently discussing how to continue to provide virtual educational services to teachers and staff is planning to include the issue as an agenda item on an upcoming board meeting. Board member Young inquired about the number of staff that are in the early steps of the salary scale and staff that are in the latter steps of the salary scale. Ms. Cabrera stated that she did not have that information in front of her but that she could provide it at a later date. Board member Pilch inquired if the vacant lines on the salary scale indicate positions that are not currently filled or positions that do not exist. Ms. Cabrera stated that when the salary scale was developed there were gaps between various positions and we implemented vacant salary ranges. If we were to develop positions that required filling those positions, staff would be placed in those vacant positions. There were no public comments on this item.

Board member Sadoff made the motion to adopt the FY 20-21 budget resolution for the WMA. Board member Oddie seconded and the motion carried 18-0. The Clerk called the roll:

(Ayes: Carling, Cox, Duncan, Hannon, Hernandez, Kalb, Kassan, Martinez, Oddie, Pentin, Pilch, Rood, Sadoff, Wengraf, Young, Zermeño. Nays: None. Abstained: None. Absent: Carson).

Board member Hannon made the motion to adopt the FY 20-21 budget resolution for the EC. Board member Wengraf seconded and the motion carried 18-0. The Clerk called the roll:

(Ayes: Carling, Cox, Duncan, Hannon, Hernandez, Kalb, Kassan, Martinez, Oddie, Pentin, Pilch, Rood, Wengraf, Zermeño. Nays: None. Abstained: None. Absent: Carson).

Board member Carling made the motion to adopt the FY 20-21 budget resolution for the RB. Board member Buckholz seconded and the motion carried 10-0. The Clerk called the roll:

(Ayes: Buckholz, Camara, Carling, Cox, Hoover, McKaughan, Oddie, Nourrot, Sadoff, Zermeño. Nays: None. Abstained: None. Absent: None).

2. CalRecycle Food Waste Prevention and Rescue Grant presentation (Cassie Bartholomew) (WMA only)

This item is for information only.

Cassie Bartholomew, Annalisa Belliss, and Hugo Grégoire provided an overview and PowerPoint presentation of the CalRecycle Food Waste Prevention and Rescue program. A link to the staff report

and the presentation is available here: [K-12-Smart-Cafeteria-Initiative-05-27-20.pdf](#)

Board member Hannon inquired as to how the schools were selected to participate in the program and if the program continues, will staff be seeking other schools to participate. Ms. Bartholomew stated that the program existed prior to receiving the CalRecycle grant. Ms. Bartholomew stated that the Oakland Unified School District was the first district to implement these practices and we also had a prior relationship with the Livermore Unified School District. Due to the increase in GHG emissions, the grant did not allow us to purchase more refrigeration space for the surplus food donation programs at more school sites. Ms. Belliss added that we are currently working with other school districts with the Smart Cafeteria Initiative and used the CalRecycle program to develop best practices that can be shared with other school districts. Board member Hannon inquired about the hesitation in funding from CalRecycle for providing refrigeration at schools. Ms. Bartholomew stated that in the initial phase of the grant CalRecycle did provide some refrigeration infrastructure for the Oakland and Livermore school districts. Mr. Grégoire added the emphasis is on getting the food out in a sustainable way and working with Alameda County Deputy Sheriffs Activities' League and their refrigerated trucks enable us to accomplish the pickups of the surplus food in a sustainable way. Board member Young inquired if there is a focus on the types of food that the students will eat. Ms. Belliss stated there have been opportunities to help manage the kitchen with regard to over ordering leading to large amounts of surplus food in the back of the kitchen at the end of lunch. Although students have the choice to select the items that they want, students have to follow nutrition standards for their school meals. The USDA requires students to take a least three meal components including ½ cup of fruit or vegetable and at least two other full components including grain and meat. If a student does not want all the items, this can lead to food being placed on the food share cart instead of being tossed. Board member Young inquired about the amount of food that other students take from the food tray. Ms. Belliss stated that at one of our participating sites, students found that 226 hot entrees were taken from the food share cart in one week. Board member Sadoff inquired about the last day for in school services and inquired about the plans for utilizing the data that was collected. Mr. Grégoire stated that the last day for in-school services was March 17 but schools are continuing to provide food for students for breakfast, lunch and supper programs. . Ms. Bartholomew stated that the data is helpful when trying to get schools involved in the program and staff is planning to do a topic brief on the program as well. Board member Oddie inquired if it is standard practice to have ice available in the carts to hold the milk. Mr. Grégoire stated that it is not standardized but it is preferable to have ice packs. Board member Pilch commented that this was a great report and an important way to show kids that food should not be wasted and can be shared with others. He added the economics are wrong as schools that are participating in the program should receive more funding and schools that are not should be penalized. There were no public comments on this item.

3. Legislative Update (Jeff Becerra) (WMA only)

This item is for information only.

Jeff Becerra provided an overview of the staff report and stated that Jason Schmelzer and Priscilla Quiroz, Agency Lobbyists, were available to answer any questions. A link to the staff report is available here: [Legislative-Update-05-27-2020.pdf](#)

Board Member Hannon requested that going forward if there are any anticipated financial impacts to local jurisdictions that staff would bring them to the Board's attention in the upcoming legislative summary report. Mr. Becerra stated that with the big legislation coming forward, AB 1080/SB54, we are not expecting any costs to local jurisdictions as the mandate will be on producers. Board member Oddie commented that the state will be facing a \$54 billion dollar deficit and requested that staff

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provide any anticipated costs in the next legislative report. Mr. Becerra stated that there may be information on costs in the links to the bills in the staff report but staff can provide any costs in the next report. There were no public comments on this item.

4. **Interim appointment(s) to the Recycling Board for WMA appointee unable to attend future Board Meeting(s) (Arless Dunn) (WMA only)**
(Planning Committee and Recycling Board meeting, June 11, 2020 at 4:00 pm. Location TBD)

There were no requests for an interim appointment.

VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR

Ms. Sommer announced that this month's topic brief is on compost and stressed the importance of keeping our soil healthy by applying compost. A link to the topic brief is available here: <http://www.stopwaste.org/resource/building-healthy-soil-with-compost-may-2020>. Ms. Sommer announced that the Board of Supervisors appointed Eric Havel to the Environmental Educator vacancy on the Recycling Board. Mr. Havel is currently the Senior Manager of Education at Chabot Space & Science Center and we are pleased to welcome him to the Board. Ms. Sommer announced that after conducting an extensive recruitment process that resulted in 27 candidates, we have offered the Deputy Director position to Timothy Burroughs and he has accepted. Mr. Burroughs will be leaving his position as the Director of Planning and Development for the City of Berkeley. We were very impressed with his experience in strategic planning, and in his role as Chief Resilience Officer he provided strategic direction for policies and programs and implemented innovative programs. We were also very impressed with his knowledge of our programs. We will introduce him at our next board meeting and he will come aboard in late July. Board member Wengraf commented that she had worked with Mr. Burroughs at the City of Berkeley for 13 years and expressed positive comments on his talent and skills and stated that the Board will be pleased to have him on staff.

Board member Young commended staff on the presentation for the Smart Kitchen Initiative and stated that it is an excellent idea to follow up with a topic brief, and asked that staff provide an email to the Board with a link to the videos. Ms. Sommer stated that staff will send an email to the Board and the links will be included in the minutes, available here: [K-12 School Food Share Videos](#). Board member Pilch requested to share the link to the schools celebration with the Albany School District. Board member Pilch thanked staff for providing a copy of the TAG (Technical Advisory Group) minutes as well as the UpStream guidelines on reusable products during the COVID-19 pandemic. Board member Pilch stated that we must speak against efforts to prevent the use of reusables at this time. Board member Sadoff asked for clarification on the guidelines for reusable bags as he thought that the bags were allowed in the store as long as they don't touch anything in the store. Ms. Sommer stated that the bags are allowed in the stores but they must not touch any surfaces, although based on today's weekly COVID-19 briefing held by the Alameda County Health Care Services Agency and the Office of Emergency Services, stores have the right to prevent the use of reusable bags. Ms. Sommer suggested that items can be placed back in the shopping cart and bagged by the customer outside of the store. Board Member McKaughan thanked staff for addressing this issue.

ADJOURNMENT

The meeting was adjourned at 4:16 p.m.