

**P&A Committee Members**

Dave Sadoff, **Chair**  
Castro Valley Sanitary District

Jack Balch, **Vice Chair**  
City of Pleasanton

David Haubert, County of Alameda

Jennifer Hansen-Romero, City of Albany

Susan Wengraf, City of Berkeley

Jean Josey, City of Dublin

Yang Shao, City of Fremont

Francisco Zermeño, City of Hayward

Bob Carling, City of Livermore

Mike Hannon, City of Newark

Dan Kalb, City of Oakland

Shelia Young, Oro Loma Sanitary District

Jen Cavenaugh, City of Piedmont

Timothy Burroughs, Executive Director

## AGENDA

### MEETING OF THE PROGRAMS AND ADMINISTRATION COMMITTEE (P&A)

**THURSDAY, JULY 11, 2024**

**9:00 A.M.**

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

This meeting will be conducted in a hybrid model with participation both in-person and via teleconference:

- Teleconference location #1 Tampa Bay Marriott, 505 Water St., Rm. 304, Tampa, FL
- Teleconference location #2 City of Pleasanton, City Council Conf. Rm., 200 Old Bernal Ave., Pleasanton, CA
- Teleconference location #3 3300 Capitol Ave., Building A, Fremont, CA
- Teleconference location #4 14751 Pansy Street, San Leandro, CA
- Teleconference location #5 30065 Skylark Court, Hayward, CA
- Teleconference location #6 806 Pierce Street, Albany, CA
- Teleconference location #7 City of Dublin, 100 Civic Plaza, Dublin, CA
- Teleconference location #8 1404 LeRoy Ave., Berkeley, CA

Members of the public may attend in person at the addresses listed above or by:

1. Calling US+1 669 900 6833 and using the Webinar ID 886 0916 0561
2. Using the [Zoom](#) website or App and entering meeting code 886 0916 0561

During the meeting the chair will explain the process for members of the public to be recognized to offer public comment. The process will be described on the StopWaste website at <http://www.stopwaste.org/virtual-meetings> no later than noon, Wednesday, July 10, 2024.

The public may also comment by sending an e-mail to [publiccomment@stopwaste.org](mailto:publiccomment@stopwaste.org). Written public comments will be accepted until 3:00 p.m. on the day prior to the scheduled meeting. Copies of all written comments submitted by the deadline above will be provided to each Board Member and will be added to the official record. Comments will not be read into the record.

In accordance with the Americans with Disabilities Act, if you need assistance to participate in this meeting due to a disability, please contact the Clerk of the Board at (510) 891-6517. Notification 24 hours prior to the meeting will enable the agency to make reasonable arrangements to ensure accessibility to this meeting.

## **AGENDA**

### **I. CONVENE MEETING**

### **II. ROLL CALL OF ATTENDANCE**

### **III. PUBLIC COMMENTS**

Open public discussion from the floor is provided for any member of the public wishing to speak on any matter within the jurisdiction of the Programs & Administration Committee, but not listed on the agenda.

### **Page IV. CONSENT CALENDAR**

- 1 1. Approval of the Draft P&A Minutes of June 13, 2024**

### **V. REGULAR CALENDAR**

- 3 1. Alameda County Food Recovery Network & Edible Food Recovery Reporting Updates (Hugo Grégoire & Cassie Bartholomew)**

This item is for information only.

- 5 2. Reuse and Repair Circular Economy Overview (Meri Soll)**

This item is for information only.

### **VI. MEMBER COMMENTS**

### **VII. ADJOURNMENT – TO P&A MEETING – SEPTEMBER 12, 2024 AT 9:00 A.M.**

DRAFT

MINUTES OF THE ALAMEDA COUNTY WASTE  
MANAGEMENT AUTHORITY MEETING  
OF THE  
PROGRAMS AND ADMINISTRATION COMMITTEE

THURSDAY, JUNE 13, 2024

9:00 A.M.

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

**Members Present:**

County of Alameda	David Haubert
City of Albany	Jennifer Hansen-Romero
City of Berkeley	Susan Wengraf, Chair
Castro Valley Sanitary District	Dave Sadoff
City of Dublin	Jean Josey (alternate)
City of Fremont	Yang Shao
City of Hayward	Daniel Goldstein
City of Livermore	Bob Carling
City of Newark	Mike Hannon
Oro Loma Sanitary District	Shelia Young
City of Piedmont	Jen Long
City of Pleasanton	Jack Balch

**Staff Present:**

Timothy Burroughs, Executive Director  
Pat Cabrera, Administrative Services Director  
Alma Freeman, Communications Manager  
Justin Lehrer, Operations Manager  
Kelly Schoonmaker, Program Manager  
Arliss Dunn, Clerk of the Board

**Others Participating:**

Marlene Dehlinger, Shute Mihaly & Weinberger LLP

**I. Convene Meeting**

Chair Susan Wengraf called the meeting to order at 9:00 a.m. Timothy Burroughs explained the process that would be utilized during the meeting. A link to the process is available here: [Virtual-Meetings-Instructions](#). Chair Wengraf welcomed Council member Jean Josey (Dublin alternate).

**II. Public Comments**

There were none.

**III. CONSENT CALENDAR**

**1. Approval of the Draft Minutes of May 9, 2024**

## DRAFT

There were no public comments for the Consent Calendar. Board member Hannon moved for approval of the Consent Calendar. Board member Sadoff seconded, and the motion carried 12-0. The Clerk called the roll.

(Ayes: Balch, Carling, Goldstein, Hannon, Hansen-Romero, Haubert, Josey, Long, Sadoff, Shao, Wengraf, Young. Nays: None. Absent: None. Abstain: None)

### IV. REGULAR CALENDAR

#### 1. Amendment to the Property Lease Ordinance (Ordinance 2000-01) (Kelly Schoonmaker)

That the Programs and Administration Committee approve forwarding Ordinance 2024-02 to the Waste Management Authority Board for adoption.

Mr. Burroughs introduced the item. Kelly Schoonmaker provided an overview of the staff report. A link to the staff report is available here: [Property-Leasing-Ordinance-memo.pdf](#). Marlene Dehlinger, Shute, Mihaly & Weinberger, was present to answer questions. Additional time was provided to the Board for discussion and for clarifying questions. An audio link to the discussion is available here: [Property-Leasing-Discussion](#). Board member Hannon asked when staff returns to the Board in June to provide an attachment showing the current leases, their terms, and what we would anticipate the leases to be over the next few years. Board member Sadoff inquired if anyone is co-leasing with T-Mobile, and if so, would that be an additional benefit to the agency. Ms. Schoonmaker stated yes, it would be a benefit to the agency, and she would follow-up on the terms of the lease.

There were no public comments for this item. Chair Wengraf thanked Ms. Schoonmaker for the presentation. Board member Carling moved approval of the staff recommendation and Board member Josey seconded. The motion carried 11-0. The Clerk called the roll:

(Ayes: Balch, Carling, Goldstein, Hansen-Romero, Haubert, Josey, Long, Sadoff, Shao, Wengraf, Young. Nays: None. Absent: Hannon. Abstain: None)

#### 2. Election of Chair and Vice Chair (Timothy Burroughs)

That the Programs and Administration Committee elect a Chair and Vice Chair for the period July 1, 2024 - June 30, 2025.

Timothy Burroughs introduced the item. A link to the staff report is available here: [2025-Elections-memo.pdf](#). Mr. Burroughs thanked outgoing Chair Wengraf for her service. Chair Wengraf nominated Vice Chair Sadoff to serve as Chair and Board member Young as Vice Chair. Board member Young declined and nominated Board member Balch as Vice Chair. Board member Haubert seconded and the motion carried 11-0. There were no public comments on this item. The Clerk called the roll:

(Ayes: Balch, Carling, Goldstein, Hansen-Romero, Haubert, Josey, Long, Sadoff, Shao, Wengraf, Young. Nays: None. Absent: Hannon. Abstain: None)

Chair Wengraf expressed her appreciation for serving as Chair.

### V. MEMBER COMMENTS

There were none.

### VI. ADJOURNMENT – TO JULY 11, 2024, AT 9:00 A.M.

The meeting was adjourned at 9:35 a.m.



**DATE:** July 11, 2024

**TO:** Programs & Administration Committee/Recycling Board

**FROM:** Cassie Bartholomew, Senior Program Manager  
Hugo Grégoire, Management Analyst

**SUBJECT:** Alameda County Food Recovery Network & Edible Food Recovery Reporting Updates

**SUMMARY**

For the past decade, StopWaste has strengthened partnerships with food recovery organizations to better understand their needs. As part of this effort, StopWaste regularly convenes the Alameda County Food Recovery Network, a diverse group of organizations committed to recovering and donating surplus edible food. At the July 11 board meeting, staff will provide an overview of the network, share the results from the 2023 Edible Food Recovery Report, and highlight how the network supports efforts to address food insecurity and reduce wasted food in Alameda County.

**DISCUSSION**

StopWaste formed the Alameda County Food Recovery Network three years ago to help support SB 1383 edible food recovery implementation requirements and expand capacity and food recovery coordination in the county. The network includes a wide range of food recovery organizations and other community groups (faith-based organizations, housing agencies, etc.), all working to help facilitate the rescue and redistribution of edible surplus food in Alameda County (see list of organizations attached). The network is united by a common goal to ensure that surplus edible food is put to its highest and best use—to nourish communities. The network provides a space for over 50 participating organizations to collaborate, connect, and build relationships to strengthen the county’s food recovery landscape.

SB 1383 requires food recovery organizations that recover donated food from large Tier 1 and Tier 2 commercial edible food generators to report the amount recovered annually to their local jurisdiction. StopWaste assists all jurisdictions in Alameda County with collecting this data to help standardize the report countywide. The jurisdictions then report this information to CalRecycle. During the presentation, staff will present results from these recovery efforts.

**RECOMMENDATION**

This item is for information only.

**Attachment:**

Edible Food Recovery Network Member List

<b>Organizations</b>	<b>City</b>
Alameda Food Bank	Alameda
Food Shift	Alameda
The Prep Station	Alameda
Berkeley Food Network	Berkeley
Berkeley Food Pantry	Berkeley
Center for Food Faith & Justice	Berkeley
Common Vision	Berkeley
Daily Bread	Berkeley
Dorothy Day House	Berkeley
East Bay Food Justice Project / Food Not Bombs - Berkeley	Berkeley
Replate	Berkeley
The Bread Project	Berkeley
University Village UC Berkeley	Berkeley
First Presbyterian Church Hayward	Castro Valley
Emeryville Citizens Assistance Program - ECAP	Emeryville
Irvington Presbyterian Church	Fremont
TCV Food Bank (Tri-City Volunteers)	Fremont
Hope 4 The Heart	Hayward
South Hayward Parish	Hayward
The Peace Haven	Hayward
San Leandro Community Food Pantry	Hayward
Goodness Village	Livermore
Interfaith Sharing	Livermore
One Nation Dream Maker	Livermore
Open Heart Kitchen	Livermore
Tri Valley Haven	Livermore
Shepherds Gate	Livermore
The Salvation Army Tri-Cities Corps Community Center	Newark
Alameda County Community Food Bank	Oakland
Arsola's Distributions Center and Community Services	Oakland
CityTeam	Oakland
Cocina del Corazon	Oakland
Downtown Streets Team	Oakland
East Bay Asian Local Development Corporation (EBALC)	Oakland
Essential Food & Medicine	Oakland
FACES of the East Bay	Oakland
Food of God	Oakland
HOPE Collaborative	Oakland
Lake Merritt United Methodist church	Oakland
Mary Barber Ministries	Oakland
Mercy Brown Bag Program	Oakland
Oakland Communities United for Equity and Justice (OCUEJ) / Self Help Hunger Program	Oakland
Project Open Hand	Oakland
Saint Vincent de Paul	Oakland
Food Connect	Philadelphia
Copia	San Francisco
SOS Meals on Wheels	San Leandro
San Lorenzo Family Help Center	San Lorenzo
Daily Bowl	Union City
Union City Family Center/NHUSD	Union City
Foodrecovery.org	Washington



**DATE:** July 11, 2024  
**TO:** Programs & Administration Committee/Recycling Board  
**FROM:** Meri Soll, Senior Program Manager  
**SUBJECT:** Reuse and Repair Circular Economy Overview

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**SUMMARY**

A healthy circular economy minimizes waste and maximizes the efficiency of materials and resources by keeping them in circulation through upstream waste prevention, redesign, reuse, repair, and repurposing. StopWaste helps shape our local reuse and repair economy in Alameda County and the region through a number of ways, including grant support to upstream organizations and businesses to advance infrastructure, policy advocacy and leadership, and convening stakeholders to strengthen partnerships within the reuse and repair industry. At the July 11 meeting, staff will present an overview of the reuse and repair landscape and provide an update on new laws to support the effort and share stories from our reuse and repair partner network.

**DISCUSSION**

StopWaste formed the Bay Area Reuse and Repair Network five years ago to develop a pathway for businesses and nonprofits involved in reuse, repair, and redistribution to connect, share resources and ideas, create partnerships, and foster the expansion of the industry and strengthen the upstream movement. StopWaste convenes the network quarterly, which is currently made up of over 75 diverse organizations working to strengthen the circular economy in our region.

StopWaste grant recipients and network members are involved in projects and programs that both help reduce waste as well as improve the health and resilience of the communities where they live and work. Recently passed state legislation such as the California’s landmark Right to Repair law and extended producer responsibility laws like SB 54, have the potential to help drive the circular economy infrastructure and systems needed to spur a thriving reuse and repair landscape.

**RECOMMENDATION**

This item is for information only.