

Planning Committee/Recycling Board Members

Jeff Wang, 2nd Vice President
ACWMA

Darby Hoover, Environmental Organization

Tracy Jensen, ACWMA

Chiman Lee, Recycling Programs

Grace Liao, Source Reduction Specialist

Laura McKaughan, Recycling Materials Processing
Industry

David Mourra, ACWMA

Fred Simon, ACWMA

Vacant, Environmental Educator

Vacant, Solid Waste Industry Representative

Timothy Burroughs, Executive Director

AGENDA

MEETING OF THE PLANNING COMMITTEE AND ALAMEDA COUNTY RECYCLING BOARD

THURSDAY, JULY 11, 2024

6:00 P.M.

IN-PERSON MEETING LOCATION
SURLENE G. GRANT COMMUNITY ROOM
999 E 14TH ST., SAN LEANDRO, CA

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

Teleconference location #1 Marriott Hotel Lobby, 6073 West Irlo Bronson Memorial Highway, Kissimmee, FL
Teleconference location #2 118 Glashauss Loop, Emeryville, CA
Teleconference location #3 1534 Ashby Ave., Berkeley, CA
Teleconference location #4 2735 Park Blvd., Oakland, 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 899 8979 1911
2. Using the [Zoom](#) website or App and entering meeting code 899 8979 1911

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, Thursday, July 11, 2024.

The public may also comment by sending an e-mail to 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. CALL TO ORDER

II. ROLL CALL OF ATTENDANCE

III. ANNOUNCEMENTS BY PRESIDENT

IV. OPEN PUBLIC COMMENT

An opportunity is provided for any member of the public wishing to speak on any matter within the jurisdiction of the Board, but not listed on the agenda. Each speaker is limited to three minutes.

Page V. CONSENT CALENDAR

1 1. **Approval of the Draft PC & RB Minutes of June 13, 2024**

3 2. **Board Attendance Record**

5 3. **Written Report of Ex Parte Communications**

VI. REGULAR CALENDAR

7 1. **Special Election of Officers for 2025 (Timothy Burroughs)**
Elect Recycling Board Officers for fiscal year 2025.

9 2. **Alameda County Food Recovery Network & Edible Food Recovery Reporting Updates (Hugo Grégoire & Cassie Bartholomew)**
This item is for information only.

11 3. **Reuse and Repair Circular Economy Overview (Meri Soll)**
This item is for information only.

VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR

VIII. ADJOURNMENT – TO PC&RB MEETING – AUGUST 8, 2024 AT 4:00 P.M.

DRAFT

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

Thursday, June 13, 2024

4:00 P.M.

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

I. CALL TO ORDER

President Kalb called the meeting to order at 4:05 p.m.

II. ROLL CALL OF ATTENDANCE

Darby Hoover, Environmental Organization
Tracy Jensen, ACWMA
Dan Kalb, ACWMA (President)
Chiman Lee, Recycling Programs
Laura McKaughan, Recycling Materials Processing Industry
David Mourra, ACWMA
Fred Simon, ACWMA
Jeff Wang, ACWMA
Vacant, Environmental Educator
Vacant, Solid Waste Industry Representative

Absent

Grace Liao, Source Reduction Specialist

Staff Present:

Timothy Burroughs, Executive Director
Alma Freeman, Communications Manager
Michelle Fay, Program Manager
Arliss Dunn, Clerk of the Board
Farand Kan, Deputy County Counsel

III. ANNOUNCEMENTS BY THE PRESIDENT

There were none.

IV. OPEN PUBLIC COMMENT

There were none.

V. CONSENT CALENDAR

- 1. Approval of the Draft PC&RB Minutes of May 9, 2024**
- 2. Board Attendance Record**
- 3. Written Report of Ex Parte Communication**

DRAFT

There were no public comments for the Consent Calendar. Board member McKaughan moved for approval of the Consent Calendar. Board member Wang seconded, and the motion carried 7-0. The Clerk called the roll: (Ayes: Hoover, Kalb, Lee, McKaughan, Mourra, Simon, Wang. Nays: None. Abstain: None. Absent: Liao, Jensen).

VI. REGULAR CALENDAR

1. 2024 StopWaste Environmental Leadership Awards (Michelle Fay)

This item is for information only.

Board President Dan Kalb and Timothy Burroughs welcomed the awardees and provided an introduction to the awards ceremony. A link to the staff report and the presentation is available here: [Environmental-Leadership-Awards-Presentation.pdf](#). An audio link to the awards ceremony is available here: [Environmental-Leadership-Awards-Program](#).

2024 Awardees: Read about the 2024 Awardees [here](#)

Vesta Foodservice, Hayward

Sparkl Reusables, Oakland & Spectrum Community Services, Hayward

oWOW, Oakland

Drakes Brewing Company, San Leandro

Mohr Elementary School, Pleasanton

VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR

There were none.

VIII. ADJOURNMENT – TO PC&RB MEETING – JULY 11, 2024 AT 6:00 P.M.

The meeting was adjourned at 5:05 p.m.

2024 - ALAMEDA COUNTY RECYCLING BOARD ATTENDANCE

	J	F	M	A	M	J	J	A	S	O	N	D
REGULAR MEMBERS												
E. Havel	X	A	X	A	X							
D. Hoover	X	X	X	X	A	X						
T. Jensen	X	X	X	X	X	X						
D. Kalb	X	X	I	X	X	X						
C. Lee	X	A	X	X	X	X						
G. Liao	X	X	X	X	X	A						
L. McKaughan	X	X	X	A	X	X						
D. Mourra	X	X	X	X	X	X						
F. Simon	X	X	X	X	X	X						
J. Wang	X	X	X	X	A	X						
T. Wise	X	A										
INTERIM APPOINTEES												
S. Young			X									

Measure D: Subsection 64.130, F: Recycling Board members shall attend at least three fourths (3/4) of the regular meetings within a given calendar year. At such time, as a member has been absent from more than one fourth (1/4) of the regular meetings in a calendar year, or from two (2) consecutive such meetings, her or his seat on the Recycling Board shall be considered vacant.

X=Attended

A=Absent

I=Absent - Interim Appointed

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DATE: July 11, 2024
TO: Recycling Board
FROM: Timothy Burroughs, Executive Director
SUBJECT: Written Reports of Ex Parte Communications

BACKGROUND

Section 64.130 (Q)(1)(b) of the Alameda County Charter requires that full written disclosure of ex parte communications be entered in the Recycling Board's official record. At the June 19, 1991 meeting of the Recycling Board, the Board approved the recommendation of Legal Counsel that such reports be placed on the consent calendar as a way of entering them into the Board's official record. The Board at that time also requested that staff develop a standard form for the reporting of such communications. A standard form for the reporting of ex parte communications has since been developed and distributed to Board members.

At the December 9, 1999 meeting of the Recycling Board, the Board adopted the following language:

Ex parte communication report forms should be submitted only for ex parte communications that are made after the matter has been put on the Recycling Board's agenda, giving as much public notice as possible.

Per the previously adopted policy, all such reports received will be placed on the consent calendar of the next regularly scheduled Recycling Board meeting.

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DATE: July 11, 2024
TO: Recycling Board
FROM: Timothy Burroughs, Executive Director
SUBJECT: Special Election of Officers for 2025

SUMMARY

Staff requests that the Recycling Board elect its officers (President, 1st Vice President, and 2nd Vice President) for the coming fiscal year, which starts on July 1, 2024.

DISCUSSION

The Board’s practice is to alternate officer positions between Waste Management Authority (WMA) Board appointees and Board of Supervisor appointees. Given that the President and Vice President roles are both vacant as of the July Recycling Board meeting, the Board may choose to elevate Board Member Jeff Wang (current 2nd Vice President) to President, elect a Board of Supervisor appointee to 1st VP, and elect a WMA Board appointee to 2nd VP.

RECOMMENDATION

Elect Recycling Board Officers for fiscal year 2025.

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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

Organizations	City
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

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.