

DRAFT

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

Thursday, August 8, 2024

4:00 P.M.

IN PERSON MEETING LOCATION:
StopWaste Board Room
1537 Webster Street, Oakland, CA 94612

I. CALL TO ORDER

Due to logistical issues, Second Vice President Simon authorized Board member McKaughan to Chair the meeting. Board member McKaughan called the meeting to order at 4:08 p.m. Acting Executive Director, Justin Lehrer, explained the meeting process.

II. ROLL CALL OF ATTENDANCE

Michael Hannon, ACWMA
Tracy Jensen, ACWMA
Chiman Lee, Recycling Programs
Grace Liao, Source Reduction Specialist
Ellen McClure, Environmental Educator
Laura McKaughan, Recycling Materials Processing Industry
David Mourra, ACWMA
Fred Simon, ACWMA
Vacant, Environmental Organization
Vacant, Solid Waste Industry Representative

Absent

Jeff Wang, ACWMA

Staff Present:

Justin Lehrer, Operations Manager
Robin Plutchok, Program Manager
Cindy Dzib, Program Manager
Arliss Dunn, Clerk of the Board
Farand Kan, Deputy County Counsel

III. ANNOUNCEMENTS BY THE PRESIDENT

There were none. Chair McKaughan welcomed Ellen McClure as the new Environmental Educator representative, and Mayor Michael Hannon as the new WMA appointee.

IV. OPEN PUBLIC COMMENT

There were none.

V. CONSENT CALENDAR

1. Approval of the Draft PC&RB Minutes of July 11, 2024

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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 McKaughan seconded, and the motion carried 8-0. The Clerk called the roll:

(Ayes: Hannon, Jensen, Liao, Lee, McClure, McKaughan, Mourra, Simon. Nays: None. Abstain: None. Absent: Wang).

VI. REGULAR CALENDAR

1. Stop Food Waste Campaign Update (Robin Plutchok)

This item is for information only.

Justin Lehrer introduced the item. Robin Plutchok presented an overview and update of the campaign materials, and its evolution to align with Agency priorities to serve a broader and more inclusive audience. A link to the presentation is available here: [StopFoodWaste-Presentation.pdf](#).

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

There were no public comments for this item. Chair McKaughan thanked Ms. Plutchok for her presentation.

VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR

Board member McClure provided an update on her background and experience and stated that she was excited to serve on the Recycling Board. Mayor Hannon stated that he was pleased to join the Recycling Board as a WMA appointee.

VIII. ADJOURNMENT – TO PC&RB MEETING – SEPTEMBER 12, 2024 AT 6:00 P.M. AT TRI CITY VOLUNTEERS, INC., 37350 JOSEPH ST., FREMONT, CA

The meeting was adjourned at 4:50 p.m.

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

Thursday, September 12, 2024

6:00 P.M.

IN PERSON MEETING LOCATION:
TRI-CITY VOLUNTEERS (TCV) FOOD BANK
3750 JOSEPH STREET, FREMONT, CA

I. CALL TO ORDER

President Wang called the meeting to order at 6:10 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

Mike Hannon, ACWMA
Tracy Jensen, ACWMA
Chiman Lee, Recycling Programs
Ellen McClure, Environmental Educator
Laura McKaughan, Recycling Materials Processing Industry
David Mourra, ACWMA
Fred Simon, ACWMA
Jeff Wang, ACWMA (President)

Absent:

Grace Liao, Source Reduction Specialist
Vacant, Environmental Organization
Vacant, Solid Waste Industry Representative

Staff Present:

Timothy Burroughs, Executive Director
Alma Freeman, Communications Manager
Hugo Grégoire, Management Analyst
Arliss Dunn, Clerk of the Board
Farand Kan, Deputy County Counsel

Others Participating:

Taylor Johnson, TCV Food Bank
Kelly Barron, TCV Food Bank
Jim Doehne, TCV Food Bank

III. ANNOUNCEMENTS BY THE PRESIDENT

President Wang welcomed everyone to the tour and thanked staff from Tri-City Volunteers (TCV) Food Bank for hosting the meeting.

IV. OPEN PUBLIC COMMENT

There were none.

V. Overview of Tri-City Volunteer Food Bank (TCV)

Hugo Grégoire introduced staff from TCV – Taylor Johnson, Executive Director, Kelly Barron, Program Manager, and Jim Doehne, Warehouse Manager. TCV is a nonprofit organization that provides emergency grocery assistance to nearly 13,000 people in Alameda County every month through their marketplace, mobile pantry, and bag lunch programs. A longtime StopWaste food recovery and donation partner, TCV is a leader in food recovery and donation efforts, having adopted the client-choice model in 2016, which gives people the ability to choose the food they take home to their families, and thus reducing the likelihood of unwanted food going to waste.

VI. Tour:

Tri-City Food Pantry (Fremont)

This item is for information only.

TCV Food Bank staff provided an overview of their work and a walking tour of their facility.

VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR

Mr. Burroughs announced that Chiman Lee completed his second term on the Recycling Board, and this would be his final meeting. Mr. Burroughs thanked Board member Lee for his service. Mr. Lee expressed his appreciation and stated that he enjoyed serving on the Recycling Board. Board member Lee was presented with a certificate of appreciation and reusable agency gifts.

VIII. ADJOURNMENT – TO OCTOBER 10, 2024 AT 4:00 p.m.

The meeting adjourned at 7:20 p.m.