

DRAFT

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

Thursday, October 13, 2022

4:00 P.M.

TELECONFERENCE MEETING

I. CALL TO ORDER

First Vice President McKaughan called the meeting to order at 4:00 p.m. Timothy Burroughs explained the virtual meeting process being utilized during the meeting. A link to the process is available here: [Virtual-Meetings-Instructions](#).

II. ROLL CALL OF ATTENDANCE

Bob Carling, ACWMA

Deborah Cox, ACWMA

Mike Hannon for Francisco Zermeño, ACWMA (interim appointment)

Eric Havel, Environmental Educator

Darby Hoover, Environmental Organization

Dan Kalb, ACWMA

Chiman Lee, Recycling Programs

Grace Liao, Source Reduction Specialist

Laura McKaughan, Recycling Materials Processing Industry

Dave Sadoff, ACWMA

Talia Wise, Solid Waste Industry Representative

Staff Present:

Timothy Burroughs, Executive Director

Pat Cabrera, Administrative Services Director

Justin Lehrer, Operations Manager

Alma Freeman, Communications Manager

Meri Soll, Senior Program Manager

Meghan Starkey, Senior Management Analyst

Adrienne Ramirez, Assistant Clerk of the Board

Arliss Dunn, Clerk of the Board

Farand Kan, Deputy County Counsel

Others Present:

Angela Vincent, City of Alameda

Elizabeth Carrade, City of Albany

Allyn McAuley, City of Fremont

Judy Erlandson, City of Livermore

Jason Chan, Crowe LLP

Erik Nylund, Crowe LLP

III. ANNOUNCEMENTS BY THE PRESIDENT

There were none.

IV. OPEN PUBLIC COMMENT

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

V. CONSENT CALENDAR

First Vice President McKaughan removed Item V2 from the Consent Calendar for further discussion.

- 1. Approval of the Draft PC & RB Minutes of September 8, 2022**
- 2. Board Attendance Record**
- 3. Written Report of Ex Parte Communication**

Board member Hoover requested to have a discussion regarding the email sent by Arthur Boone concerning the anaerobic digester operations at the Davis Street Transfer Station. Mr. Burroughs stated that anaerobic digesting is part of a future phase of operations, but it is not currently under development. Staff will inform the Board of any impending timeline for development and at that time will place the item on the agenda for discussion. There were no public comments for the Consent Calendar. Board member Cox moved approval of the Consent Calendar and Board member Wise seconded. The motion carried 11-0. The Clerk called the roll:

(Ayes: Carling, Cox, Hannon, Havel, Hoover, Kalb, Lee, Liao, McKaughan, Sadoff, Wise. Nays: None. Abstain: None. Absent: None).

VI. REGULAR CALENDAR

- 1. Resolution regarding meeting via teleconference to promote social distancing, pursuant to AB 361**

Adopt Resolution #RB 2022-12.

Timothy Burroughs informed the Board that recent legislation was passed by the state, AB 2449, that establishes a new option for local agency board teleconferencing. County Counsel Farand Kan provided an overview of AB 2449 and staff will provide a memo summarizing the new law at an upcoming PC&RB Board meeting. The Board had a brief discussion about meeting participation options moving forward. Mr. Burroughs stated that the StopWaste Board Room is equipped for hybrid meetings. The Board was provided time for discussion and for clarifying questions. An audio link to the discussion is available here: [AB 2449-Discussion](#)

There were no public comments for this item. Board member Cox moved approval of the staff recommendation and Board member Kalb seconded. The motion carried 11-0. The Clerk called the roll:

(Ayes: Carling, Cox, Hannon, Havel, Hoover, Kalb, Lee, Liao, McKaughan, Sadoff, Wise. Nays: None. Abstain: None. Absent: None).

1. Municipal Panel: SB 1383 Implementation (Meghan Starkey)

This item is for information only.

Timothy Burroughs introduced the item and Meghan Starkey provided a brief overview of the staff report and presented a PowerPoint presentation. A link to the report and the presentation is available here: [SB1383-Memo.pdf](#). Ms. Starkey introduced Angela Vincent, Alameda; Elizabeth Carrade, Albany; Allyn McAuley, Fremont; and Judy Erlandson, City of Livermore. The topic focused on local implementation of SB 1383, the Short-Lived Climate Pollutant Reduction Act, which requires a 75% reduction in statewide disposal of organics and 20% of edible food recovered for human consumption. Each presenter discussed their various programs and approaches to meeting this mandate in their cities.

Additional time was provided to the Board for discussion and for clarifying questions. An audio link to the discussion is available here [SB1383-Muni-Panel-Discussion](#). Board members thanked Ms. Starkey and the presenters for their presentation. There were no public comments on this item.

2. Five-Year Financial & Compliance and Programmatic Assessment (Meri Soll & Jennifer West)

That the Recycling Board accept the Five Year Financial & Compliance and Programmatic Assessment (FY 16-17 to FY 20-21) by Crowe LLP.

Timothy Burroughs introduced the item and Meri Soll provided an overview of the staff report and introduced Jason Chan and Erik Nylund of Crowe LLP. Ms. Soll, Mr. Chan, and Mr. Nylund presented a summary of the findings and recommendations from the assessment. Ms. Soll was pleased to inform the Board that Crowe LLP found no significant Measure D compliance issues. A link to the staff report and the presentation is available here: [Five-Year-Assessment-memo.pdf](#)

The Board was provided additional time for discussion and clarifying questions. An audio link to the discussion is available here: [Five-Year-Assessment-Discussion](#). There were no public comments on this item. Vice President McKaughan thanked staff and the presenters for a very concise report and an informative presentation.

Board member Cox moved approval of the staff recommendation and Board member Havel seconded. The motion carried 11-0. The Clerk called the roll:

(Ayes: Carling, Cox, Hannon, Havel, Hoover, Kalb, Lee, Liao, McKaughan, Sadoff, Wise. Nays: None. Abstain: None. Absent: None).

VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR

Mr. Burroughs announced that the Board of Supervisors appointed Board member Lee to a second two-year term and thanked him for his service. Mr. Burroughs announced that there are a series of fall events from our partners and staff will send a link to the Board. Ms. Dunn reminded Board members that the November meeting will be a joint meeting with the WMA Board and the Energy Council on November 16 at 3:00 p.m.

VIII. ADJOURNMENT – to November 16, 2022 at 3:00 pm.

The meeting adjourned at 5:30 p.m.