

DRAFT

**MINUTES OF THE REGULAR 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 EAST 14TH STREET, SAN LEANDRO, CA***

I. CALL TO ORDER

Second Vice President Wang called the meeting to order at 6:05 p.m.

II. ROLL CALL OF ATTENDANCE

Darby Hoover, Environmental Organization

Tracy Jensen, ACWMA

Chiman Lee, Recycling Programs

Grace Liao, Source Reduction Specialist

David Mourra, ACWMA

Fred Simon, ACWMA

Jeff Wang, ACWMA

Vacant, Environmental Educator

Vacant, Solid Waste Industry Representative

Absent

Laura McKaughan, Recycling Materials Processing Industry

Staff Present:

Timothy Burroughs, Executive Director

Justin Lehrer, Operations Manager

Casse Bartholomew, Senior Program Manager

Hugo Grégoire, Management Analyst

Meri Soll, Senior Program Manager

Arliss Dunn, Clerk of the Board

Farand Kan, Deputy County Counsel

III. ANNOUNCEMENTS BY THE PRESIDENT

There were none. Board member Simon welcomed everyone to the City of San Leandro.

IV. OPEN PUBLIC COMMENT

There were none.

V. CONSENT CALENDAR

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

2. Board Attendance Record

3. Written Report of Ex Parte Communication

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There were no public comments for the Consent Calendar. Board member Jensen moved for approval of the Consent Calendar. Board member Wang seconded, and the motion carried 6-0. The Clerk called the roll: (Ayes: Hoover, Jensen, Liao, Lee, Simon, Wang. Nays: None. Abstain: None. Absent: Mourra, McKaughan,).

VI. REGULAR CALENDAR

1. Special Election of Officers for 2025 (Timothy Burroughs)

Elect Recycling Board Officers for fiscal year 2025.

Timothy Burroughs provided an overview of the staff report. A link to the report is available here: Mr. Burroughs explained that Measure D requires that elections are held in December of each year. Since this is a special election, the President will serve until the regular election is held in December. There were no public comments for this item. Board member Jensen moved approval of the slate of officers: Vice President Wang, President, Board member Liao, First Vice President, and Board member Simon, Second Vice President. Vice President Wang seconded, and the motion carried 6-0. The Clerk called the roll: (Ayes: Hoover, Jensen, Liao, Lee, Simon, Wang. Nays: None. Abstain: None. Absent: Mourra, McKaughan).

2. Alameda County Food Recovery Network & Edible Food Recovery Reporting Updates (Hugo Grégoire & Cassie Bartholomew)

This item is for information only.

Timothy Burroughs introduced the item and Hugo Grégoire provided an overview of the Alameda County Food Recovery Network, a diverse group of organizations committed to recovering and donating surplus edible food. Mr. Grégoire shared the results from the 2023 Edible Food Recovery Report, and highlighted how the network supports efforts to address food insecurity and reduce wasted food in Alameda County. A link to the staff report and PowerPoint presentation is available here: [ACFRN-Edible-Food-Recovery-Update.pdf](#). Additional time was provided to the Board for discussion and for clarifying questions. An audio link to the discussion is available here: [ACFRN-Edible-Food-Recovery-Update-Discussion](#)

There were no public comments for this item. Vice President Wang thanked Mr. Grégoire for his presentation.

3. Reuse and Repair Circular Economy Overview (Meri Soll)

This item is for information only.

Timothy Burroughs introduced the item and Meri Soll provided an overview of the reuse and repair landscape and an update on new laws to support the effort and shared stories from our reuse and repair partner network. A link to the staff report and PowerPoint presentation is available here: [Reuse-Repair-Network-Overview.pdf](#). Additional time was provided to the Board for discussion and for clarifying questions. An audio link to the discussion is available here: [Reuse-Repair-Network-Overview-Discussion](#). There were no public comments for this item. Vice President Wang thanked Ms. Soll for her presentation.

VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR

Board member Hoover completed her second 2-year term, and this was her final meeting. Vice President Wang presented her with a certificate of appreciation in recognition of her service on the Recycling Board. Board member Hoover expressed her appreciation for serving on the Recycling Board.

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

The meeting was adjourned at 6:50 p.m.