

DRAFT

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

Thursday, December 12, 2024

6:00 P.M.

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

I. CALL TO ORDER

President Wang called the meeting to order at 6:00 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

Virginia Harrington, Solid Waste Industry Representative
Tracy Jensen, ACWMA
Ellen McClure, Environmental Educator
Laura McKaughan, Recycling Materials Processing Industry
David Mourra, ACWMA
Elaine Owyang, Environmental Organization
Shelia Young, ACWMA (interim)
Jeff Wang, (President)
Vacant, Recycling Programs

Absent:

Grace Liao, Source Reduction Specialist

Staff Present:

Timothy Burroughs, Executive Director
Alma Freeman, Communications Manager
Michelle Fay, Program Manager
Justin Lehrer, Operations Manager
Arliss Dunn, Clerk of the Board

III. ANNOUNCEMENTS BY THE PRESIDENT

There were none.

IV. OPEN PUBLIC COMMENT

There were none.

V. CONSENT CALENDAR

- 1. Approval of the Draft Joint WMA, EC, and PC & RB Minutes of November 20, 2024**
- 2. Board Attendance Record**
- 3. Written Report of Ex Parte Communications**

There were no public comments for the Consent Calendar. Board member McKaughan moved for approval of the Consent Calendar. Board member Harrington seconded, and the motion carried 8-0. The Clerk called the roll:

(Ayes: Harrington, Jensen, McClure, McKaughan, Mourra, Owyang, Wang, Young. Nays: None. Abstain: None. Absent: Liao).

VI. REGULAR CALENDAR

1. SB 54 Update (Michelle Fay & Timothy Burroughs)

This item is for information only.

Timothy Burroughs introduced the item, and Michelle Fay provided an overview of the law and updates from the current draft of the regulations and discussed implications for local governments and next steps in the regulatory and implementation processes.

A link to the staff report and PowerPoint presentation is available here: [SB-54-Update.pdf](#).

Additional time was provided to the Board for discussion and for clarifying questions. An audio link to the discussion is available here: [SB-54-Update-Discussion](#).

There were no public comments on this item. President Wang thanked Ms. Fay for a very informative presentation.

2. Election of Officers for 2025 (Timothy Burroughs)

That the Recycling Board elect Officers for calendar year 2025.

Timothy Burroughs introduced the item, and thanked President Wang for his service as outgoing President. Mr. Burroughs informed the Board that First Vice President Liao, in her absence, agreed to serve as President for 2025, Board member Jensen agreed to serve as First Vice President, and Board member Harrington agreed to serve as Second Vice President. There were no further nominations. There were no public comments on this item.

Board member McKaughan moved for approval of the slate of officers for 2025, and Board member Wang seconded. The motion carried 8-0. The Clerk called the roll:

(Ayes: Harrington, Jensen, McClure, McKaughan, Mourra, Owyang, Wang, Young. Nays: None. Abstain: None. Absent: Liao).

3. 2025 Meeting Schedule (Timothy Burroughs)

That the Planning Committee and Recycling Board adopt the 2025 Meeting Schedule.

Timothy Burroughs introduced the item and asked that the Board approve the 2025 meeting schedule with the following correction: Meeting date for October should be October 9. There were no public comments on this item. Board member Harrington moved for approval of the 2025 meeting schedule, and Board member McKaughan seconded. The motion carried 8-0. The Clerk called the roll:

(Ayes: Harrington, Jensen, McClure, McKaughan, Mourra, Owyang, Wang, Young. Nays: None. Abstain: None. Absent: Liao).

VII. MEMBER COMMENTS AND COMMUNICATIONS FROM THE EXECUTIVE DIRECTOR

Mr. Burroughs extended happy holidays and stated that he is looking forward to working together next year.

VIII. ADJOURNMENT – TO PC&RB MEETING - JANUARY 9, 2025 AT 4:00 P.M.

The meeting adjourned at 7:05 p.m.