

DRAFT

MARIN COUNTY HAZARDOUS & SOLID WASTE
MANAGEMENT JOINT POWERS AUTHORITY

Board of Directors Meeting
Thursday May 26, 2016
Central Marin Police Authority
250 Doherty Drive, Larkspur
9:00 – 9:30 AM

MINUTES

MEMBERS PRESENT

Jim Schutz, San Rafael
Jim McCann, Mill Valley
Garret Toy, Fairfax
Joe Chin, Ross
Mary Neilan, Belvedere
Dan Schwarz, Larkspur
Cathy Capriola, Novato
David Bracken, Corte Madera

MEMBERS ABSENT

Matthew Hymel, County of Marin
Greg Chanis, Tiburon
Debra Stutsman, San Anselmo
Adam Politzer, Sausalito

STAFF PRESENT

Pat Echols, JPA Staff
Steve Devine, JPA Staff
Judith Silver, JPA Staff
Kiel Gillis, JPA Staff

OTHERS PRESENT

Dan Eilerman, County of Marin CAO Office
Courtney Scott, San Rafael Fire Dept.
John Maher, Maher Accountancy
Renee Goddard, JPA LTF
Jim Iavarone, Mill Valley Refuse

Call to Order: The JPA Board meeting came to order at 09:05 AM.

Minutes

1. JPA Board Meeting Minutes from February 25, 2016.

M/s Chin, Capriola to approve the minutes for the February 25, 2016 JPA Board meeting. The motion passed unanimously.

2. JPA Executive Committee Minutes from April 28, 2016

M/s Chin, Capriola to approve the minutes for the April 28, 2016 JPA Executive Committee meeting. The motion passed unanimously.

Consent Agenda

3. Audit and Financial Statement for Year Ending June 30, 2015

4. Authorization for CalRecycle Grants and Payment Programs Resolutions

5. File "Statement of Facts" with CA Secretary of State and Marin County Clerk

Mr. Maher provided a brief summary of the Audit findings, as well as noting recommendations. No public comments were received. M/s Neilan, Bracken to approve the full Consent Calendar as presented. The motion passed unanimously.

Regular Agenda

6. Staff Report on Recent and Ongoing Activities

Staff introduced new JPA Staff person Ms. Silver to the Board. Staff provided a summary of recent activities, which included outreach education efforts at the Bay Area Discovery Museum "STEAM-up", and Marin Half Marathon, as well as outreach via street banners and Pandora radio. No action was necessary.

7. FY 16/17 JPA Budget and Assessment Schedule

Staff provided a summary of the Executive Committee's recommended Budget and Assessment Schedule to the Board. Staff outlined the function each of the three cost centers: Administration, Household Hazardous Waste, and Zero Waste. Also outlined was the breakdown of 6.1 and optional 6.2 programs, of which Novato does not participate. Staff reported the JPA 2012 interim Zero Waste goal of 80% was not reached, and recommended changes to meet that goal. This included additional funding for the Zero Waste Marin Schools Program, Zero Waste Grant Program, and to address the California State mandated AB 1826 Commercial Organics Recycle implementation. Staff fielded questions from Members. Member Schutz requested clarification on the proposed Zero Waste Schools Program funding. Staff summarized the increased funding would take the experiences and success of the pilot program, and implement a more expansive program which would reach approximately 10 schools initially, and supply resources such as waste receptacles and contractor support, if approved. Chair Toy requested clarification on Zero Waste Grant Cycle 6 funding allocation for Fairfax. No public comments were submitted. M/s Schutz/ Bracken to accept the Fee Resolution and Budget as proposed. The motion passed unanimously.

8. Sixth Cycle Zero Waste Grant Forms

Staff provided a brief summary of activities under Zero Waste Grant Cycle 5 and provided a summary of the proposed Zero Waste Grant Cycle 6 forms. Staff fielded questions from Board members, the public and clarified that Staff will work with each municipality during Cycle 6 to ensure programs are executed. Ms. Goddard recommended that Board Members reach out to their respective Local Task Force Members for suggestions on utilizing the grant funds. M/s Bracken. Chanis to accept the forms and authorize the JPA Executive Director to make discretionary program modification as necessary. The motion passed unanimously.

9. Signature Authority for Zero Waste Schools Program

Staff reported that based on the success of the Zero Waste Schools Pilot Program, and with budget approval for the Program itself, a contractor will be necessary to assist Staff in implementation of the Zero Waste Schools Program. Staff indicated a contract of up to \$60,000 would be necessary, and noted existing Executive Director Signature Authority was limited to \$50,000. Staff fielded questions from Board Members, and explained that while not every school contacted was interested in participating, a number of schools were extremely excited and eager to participate. Ms. Goddard reported that those schools involved in the pilot program were extremely grateful for the support, and fiscal savings. M/s McCann. Schutz to authorize signature authority up to \$60,000 for the program contract. The motion passed unanimously.