

MARIN COUNTY HAZARDOUS & SOLID WASTE MANAGEMENT  
JOINT POWERS AUTHORITY

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Board of Directors Meeting  
January 24, 2019  
Corte Madera Town Center, Community Room  
770 Tamalpais Drive, Suite 201  
2:30 – 3:00 p.m.

*Note New  
Location and  
Time!*

*Community Room = South end of the  
shopping center – across from Philz*



**AGENDA**

- Call to Order
1. Open Time for Public Comment

**Minutes**

2. JPA Board Meeting Minutes from May 24, 2018 (Action)
3. JPA Executive Committee Meeting Minutes from August 23, 2018 (Action)

**Consent Agenda**

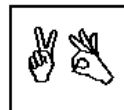
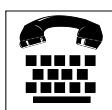
4. Reallocate up to \$6,000 Already Budgeted for the Zero Waste Schools Program to Zero Waste Schools Certification (Action)
5. Re-appropriation of Unspent Funds from a Purchase Order (Action)

**Regular Agenda**

6. Updates from your Board's Local Task Force (LTF) (Information)
7. Appointment to the Vacant "Environmental" Local Task Force Seat (Action)
8. Update from Staff on Recent and Ongoing Activities (Information)
9. Appoint Two Budget Subcommittee Members and Approve a FY 18-19 Budget Development Process and Schedule (Action)
10. Establish Board Policy for Each Member Agency to Provide a Primary Point of Contact in Addition to the City/Town Manager (Action)
11. Adjourn

- Agendas & staff reports also available at: <http://zerowastemarin.org/Agenda>

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1/18/2019 10:05 AM



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Contact the County's Waste Management Division, at (415) 473-6647 for more information

# MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere

Date: January 24, 2019

Corte Madera

To: JPA Board Members

County of Marin

From: Steve Devine, Program Manager

Fairfax

Re: Open Time for Public Comment

Larkspur

The public is welcome to address the Board of Directors at this time on matters not on the agenda that are within its jurisdiction. Please be advised that pursuant to Government Code Section 54954.2, the Board is not permitted to discuss or take action on any matter not on the agenda unless it determines that an emergency exists, or that there is a need to take immediate action which arose following posting of the agenda.

Mill Valley

Novato

## **Recommendation**

Ross

Receive public comment. Information Only.

San Anselmo

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San Rafael

Sausalito

Tiburon

**2**  
**DRAFT**

**MARIN COUNTY HAZARDOUS & SOLID WASTE  
MANAGEMENT JOINT POWERS AUTHORITY**

Board Meeting  
Thursday, May 24, 2018  
Central Marin Police Authority  
250 Doherty Drive, Larkspur  
9:00 – 10:00 AM

**MINUTES**

**MEMBERS PRESENT**

Christie Alilovich, City of San Rafael  
Regan Candelario, City of Novato  
Greg Chanis, Town of Tiburon  
Todd Cusimano, Town of Corte Madera  
David Donery, Town of San Anselmo  
Dan Eilerman, County of Marin  
Jim McCann, City of Mill Valley  
Adam Politzer, City of Sausalito  
Dan Schwarz, City of Larkspur  
Garrett Toy, Town of Fairfax

**MEMBERS ABSENT**

Joe Chinn, Town of Ross  
Craig Middleton, City of Belvedere  
Jim Schutz, City of San Rafael

**STAFF PRESENT**

Steve Devine  
Ernest Klock  
Casey Poldino  
Judith Silver

**OTHERS PRESENT**

Cory Bytof, City of San Rafael  
David Catalinotto, San Rafael Fire  
Greg Christie, (LTF) Bay Cities Refuse  
Alice Cochran, (LTF) City of San Rafael  
Dave Della Zoppa, Mill Valley Refuse  
Sam Ferrero, CalRecycle  
Renee Goddard, (LTF) Ross Valley Cities  
Jim Iavarone, Mill Valley Refuse  
Dee Johnson, (LTF) Novato Sanitary Dist.  
Garen Kazanjian, Recology  
Rose Radford, R3 Consulting  
Garth Schultz, R3 Consulting

**Minutes**

1. Open Time for Public Comment  
No Public comments were tendered.

2. Approve the January 25, 2018 JPA Board Meeting Minutes

3. Approve the April 26, 2018 JPA Executive Committee Meeting Minutes

Motion: by Mr. Eilerman to approve the January 25, 2018 minutes and the April 26, 2018 minutes. Second: by Mr. Donery. Vote: Unanimous.

**Consent Agenda**

4. Appointment to the Southern Marin Cities and Towns Seat on the Local Task Force

5. Appointment to the Southern Marin Cities and Towns Seat of the Executive Committee

6. Receive and File Marin Household Haz Waste Program Fiscal Year 2016/17 Report  
No Public comment was tendered. Motion: by Mr. Chanis to approve the Consent Calendar. Second: by Mr. Eilerman. Vote: Unanimous.

### **Regular Agenda**

7. Presentation by R3 Consulting on Material Flow and Capacity Analysis Project

Mr. Devine provided a brief summary of the Board approved project and introduced Garth Schultz from R3 Consulting, who presented the final report on the project. Mr. Toy requested that JPA staff follow up with a discussion at a future meeting on a coordinated approach to address landfill capacity issues. Mr. Devine discussed the possibility of having staff from Redwood Landfill and/or County Environmental Health Services attend the meeting to discuss the future of the landfill facility. Information item only, no action taken.

8. Report on Activities from the JPA Local Task Force

Mr. Devine introduced members of the JPA Local Task Force (LTF): Dee Johnson from the Novato Sanitary District, Renee Goddard representing the Ross Valley Cities, and Alice Cochran from the City of San Rafael. He also stated that the JPA LTF had recently elected Ms. Johnson as Chair and Ms. Goddard as Vice Chair. Mr. Devine made note of issues the LTF has been working on such as their newly drafted attendance policy and an Organics Subcommittee. Ms. Johnson expressed interest in having the LTF have more inclusion in the decision-making process regarding Board items and suggested perhaps having one member have a role in that process. Information item only, no action taken.

9. Update LTF Procedures to Reflect New Attendance Policy and Length of Terms

Mr. Devine gave a brief summary of the JPA LTF's newly drafted Section 6 of the draft policy regarding attendance. Habitual lack of attendance by certain members has caused an issue with a lack of quorum. And, currently, the policy has no restriction on term length. The proposal language includes a three-year term limit. Additionally, the updated documents require that LTF members unable to participate in less than 50% of the most recent ten meetings. After discussion by the Board about modifying the proposed language to make it effective entirely prospectively, the following action was taken:

Motion: Mr. Eilerman moved to approve the update to LTF procedures to reflect the new attendance policy and length of terms. Second: by Mr. Politzer. Vote: Unanimous. No Public comment was tendered.

10. Fiscal Year 18/19 Budget

Mr. Devine presented the two Fiscal Year 18/19 Budget options to the Board, Option A and Option B. Board discussion focused on a budget option that would preserve the Zero Waste Grant program – and not suspend it for a year in exchange for funding other potential programs. Additionally, the Board discussed removing from Option B funding, that would only be available with extra Board approval, for contingency labor should it be necessary to maintain operations. After extensive discussion by the Board, the following action was taken:

Motion: Mr. Schwarz made a motion to approve Option B of the Fiscal Year 18/19 Budget, with the removal of \$88,000 for a contingency labor to backfill potential staff vacancies. Second: by Mr. Chanis. Vote: Unanimous. No public comment was tendered

11. Delegate Signature Authority to the Executive Director for Contracts Exceeding \$50,000 After discussion by the Board, the following action was taken:

Motion to approve to delegate signature authority to the Executive Director for contracts exceeding \$50,000 with the exception of items 5 and 6. Second: Dan Eilerman. Vote: Unanimous. No public comment was tendered.

12. Elect FY 18-19 Board Chair and Vice Chair

Dan Eilerman nominated Ms. Alilovich for Chair and Mr. Chanis for Vice Chair. After discussion by the Board, the following action was taken:

Motion: by Mr. Schwarz to elect Ms. Alilovich for Chair and Mr. Chanis for Vice Chair. Second: by Mr. Politzer. Vote: Unanimous.

13. Appoint Two Member Subcommittee to Assist with the Disaster Debris Plan

No action taken.

14. Appoint Two Member Subcommittee to Assist with the Zero Waste Plan Project

No action taken.

15. Adjourn

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**Recommendation**

Adopt a Motion adopting the minutes.

Board Chair: Please confirm the vote on this item by reading the following items out loud after the vote.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_

\_\_\_\_\_

Noes: \_\_\_\_\_

\_\_\_\_\_

Abstentions: \_\_\_\_\_

**3**  
**DRAFT**

**MARIN COUNTY HAZARDOUS & SOLID WASTE  
MANAGEMENT JOINT POWERS AUTHORITY**

Executive Committee  
Thursday, August 23, 2018  
Central Marin Police Authority  
250 Doherty Drive, Larkspur  
9:00 – 9:30 AM

**MINUTES**

**MEMBERS PRESENT**

Cristine Alilovich, San Rafael  
Regan Candelario, City of Novato  
Greg Chanis, Town of Tiburon  
Dan Eilerman, County of Marin  
Garrett Toy, Town of Fairfax

**STAFF PRESENT**

Steve Devine  
Ernest Klock  
Judith Silver  
Casey Poldino  
Melody Mitchell

**OTHERS PRESENT**

Kim Scheibly, Marin Sanitary Service  
Garen Kazanjian, Recology

1. Open Time for Public Comment

No public comment was tendered. No action taken.

2. Approval of the JPA Executive Committee Meeting Minutes from April 24, 2018

Motion: by Mr. Eilerman to approve the April 24, 2018 Minutes. Second: by Mr. Candelario. Vote: Unanimous.

**Consent Agenda**

3. Correction to Signature Authority Amount for Zero Waste Schools Program Support

Motion: by Mr. Candelario to approve the correction to the signature authority amount for the Zero Waste Schools Program Support. Second: by Mr. Eilerman. Vote: Unanimous.

**Regular Agenda**

4. Update on Disaster Debris Management Plan

The JPA Executive Committee received the report from staff. Mr. Devine summarized staff's effort to understand the nuances of developing a Disaster Debris Management Plan and identified the Office of Emergency Services (OES) as the most logical and qualified entity to take on this project. Mr. Devine recommended that the JPA communicate regularly with the Marin Office of Emergency Services (OES) regarding

potential fiscal support to OES for completion of a plan as part of FY 19/20 budget. Information item only.

5. Approval of FY 18-19 Zero Waste Grant Program

Mr. Devine gave an overview of the Zero Waste Grant Program, which included the diligent efforts of staff and success of the Program during the last fiscal year. After a brief discussion, the following action was taken:

Motion: by Mr. Eilerman to approve the FY 18-19 Zero Waste Grant Program. Second: by Mr. Toy. Vote: Unanimous.

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Board Chair: Please confirm the vote on this item by reading the following items out loud after the vote.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes \_\_\_\_\_

\_\_\_\_\_

Noes: \_\_\_\_\_

\_\_\_\_\_

Abstentions: \_\_\_\_\_

# MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere Date: January 24, 2019

Corte Madera To: JPA Board Members

County of Marin From: Casey Poldino, Waste Prevention Specialist

Fairfax Re: Reallocate up to \$6,000 Already Budgeted for the Zero Waste Schools Program to Zero Waste Schools Certification

Larkspur The FY 18/19 budget includes a line item in the Zero Waste Fund of \$230,000 for the Zero Waste Schools Program. Of this, \$125,000 goes to the non-profit Strategic Energy Innovation (SEI) who is contracted to help run the program and \$105,000 is used for the internal running of the program (such as bins, waste stations, receptacles, water filling stations, etc.). The JPA has some funds available that could be redirected to an alternate use – as one of the enrolled schools was unable to fulfill its obligations this year and will not be receiving waste stations for their campus. We are requesting the Board approve reallocating these funds to the newly designed Certification & Recognition Program which incentivizes schools to participate and continue with this program.

Mill Valley

Novato

Ross

San Anselmo Neighboring schools in the Bay Area have been using this system for years with great continued success. For example, Central Contra Costa Solid Waste Authority schools can earn up to \$1,500 if they meet their specific criteria for the program. Castro Valley Sanitary District schools can earn a base of \$1,500 and up to an additional \$800 based on their tiered certification system. [SF Environment does not offer an awards program because they have an extensive and expensive Field Trip Program.]

San Rafael

Sausalito

Tiburon **Recommendation**  
Adopt a Motion reallocating up to \$6,000 to support the Zero Waste Schools Certification Program.

Board Chair: Please confirm the vote on this item by reading the following items out loud after the vote.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_

Noes: \_\_\_\_\_

Abstentions: \_\_\_\_\_

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# MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere

Date: January 24, 2019

Corte Madera

To: JPA Board Members

County of Marin

From: Steve Devine, Program Manager

Fairfax

Re: Re-appropriation of Unspent Funds from a Purchase Order

Larkspur

A Purchase Order from the Household Hazardous Waste (HHW) Fund 80228601 was issued for \$5,000 in FY 16/17 for bilge pads and servicing of those pads from county marinas. Staff determined that the services from this vendor would not be needed again in that fiscal year and closed the Purchase Order, leaving a remainder of \$3,850. Due to the timing of the fiscal year closure, the county Department of Finance returned these funds to fund balance, not back to appropriated HHW fund. To utilize these funds, it is required to obtain Board authorization.

Mill Valley

Novato

Ross

This is not an increase in the HHW fund as presented with the submitted budget, but just a necessary administrative correction.

San Anselmo

## **Recommendation**

San Rafael

Adopt a motion granting the Executive Director signature authority to re-appropriate \$3,850 from the Household Hazardous Waste Fund (80228601) fund balance.

Sausalito

Board Chair: Please confirm the vote on this item by reading the following items out loud after the vote.

Tiburon

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_

Noes: \_\_\_\_\_

Abstentions: \_\_\_\_\_

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1/18/2019 10:07 AM*

# MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere

Date: January 24, 2019

Corte Madera

To: JPA Board Members

County of Marin

From: Steve Devine, Program Manager

Fairfax

Re: Update from your Board's Local Task Force (LTF)

Larkspur

Your Local Task Force (LTF) advisory body has met on 2/6/18, 4/4/18, 5/2/18, 8/1/18 and 11/7/18. Per the LTF Procedures, this item on the Agenda provides the opportunity for the advisory body to give updates to the Board. For reference, following is the LTF roster:

Mill Valley

Novato

## **Haulers/Facility Operators**

Marin Sanitary Service	Patty Garbarino
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Mill Valley Refuse	Jim Iavarone
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Ross

Redwood Landfill	Ramin Khany
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Bay Cities Refuse (Alternate)	Greg Christie
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San Anselmo

## **Special Districts Franchising Solid Waste**

Special District Vacancy	Recruiting
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San Rafael

Novato Sanitary District	Dee Johnson, Chair
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Las Gallinas Sanitary District (Alt)	Judy Schriebman
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Sausalito

## **Environmental Organizations**

Environmental Seat	Recruiting
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Tiburon

Sustainable Novato	Delyn Kies
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NatureBridge	Jennie Pardi
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## **Public Members**

County of Marin	Sam Jones
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San Rafael	Alice Cochran
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Ross Valley	Renee Goddard
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Novato	Matt McCarron
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Southern Marin	Molly de Vries
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## **RECCOMENDATION**

Receive update from Local Task Force.

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1/18/2019 10:08 AM

# MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere

Date: January 24, 2019

Corte Madera

To: JPA Board Members

County of Marin

From: Steve Devine, Program Manager

Fairfax

Re: Appointment to the Vacant "Environmental" Local Task Force Seat

Larkspur

Please recall that the Solid Waste JPA Board is advised by an AB 939 Local Task Force comprised of numerous stakeholders – including resource haulers, landfill, special districts franchising solid waste, environmental organizations and citizen representatives from the Ross Valley Cities, Southern Marin Cities, San Rafael, Novato and the County.

Mill Valley

Novato

A vacancy in one of the three environmental seats has been widely posted, shared with the Board, LTF Members, the JPA Interested Parties list, ZeroWasteMarin.org website and other means.

Ross

San Anselmo

The JPA has received three applications from well qualified candidates and would like to thank all of them for their interest. To maintain a reasonably manageable Task Force size and to be consistent with the JPA Agreement – the Board should select one of the three applicants to join the LTF – whose next LTF Meeting is on February 6, 2019.

San Rafael

Sausalito

Tiburon

Applicant	Current Affiliation
Garen Kazanjian	Recology Sonoma Marin
Morgan Patton	Marin Environmental Action Committee
Terri Thomas	Conservation Corps North Bay

The Board Chair (Alilovich) and Vice-Chair, (Chanis) are scheduled to have interviewed the three candidates immediately prior to this meeting and can share their thoughts/recommendation on the candidates.

## **Recommendation**

Adopt a Motion appointing one representative to the Environmental Seat to the JPA Board's Local Task Force.

Board Chair: Please confirm the vote on this item by reading the following items out loud after the vote.

# MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_

\_\_\_\_\_

Noes: \_\_\_\_\_

\_\_\_\_\_

Abstentions: \_\_\_\_\_

## Attachments:

1. Garen Kazanjian Application.
2. Morgan Patton Application.
3. Terri Thomas Application.

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1/18/2019 10:09 AM

Marin County Hazardous & Solid Waste Management JPA

Attn: Steve Devine

PO Box 4186

San Rafael, Ca 94913-4186

Dear Mr, Devine and Members of the JPA,

I am writing to submit my name as a candidate for the Environmental Organization seat on the Local Task Force on behalf of Recology Sonoma Marin. My work as a Waste Zero Specialist conducting outreach and compliance for recycling and composting makes me ideally qualified to fill this position. I have also attended LTF meetings and am familiar with their members, work, and public process.

Recology works tirelessly to educate the public not only on the benefits of recycling and composting, but also other diversion opportunities, or reduction of waste altogether. We maintain a presence as an environmental leader in each of our communities through our direct work diverting materials from the landfill, as well as public education and outreach. Being a member of the LTF would give us an opportunity to lend our expertise to this body and improve waste management and recycling in Marin County.

I have attached my resume, and can be reached via phone or email to provide references or further information.

Thank you for your consideration,

Garen Kazanjian

Waste Zero Specialist

Recology Sonoma-Marin

707-312-3182

[GKazanjian@Recology.com](mailto:GKazanjian@Recology.com)

Garen Kazanjian  
San Rafael, Ca – 707.312.3182 – [Gkazanjian@Recology.com](mailto:Gkazanjian@Recology.com)

### Work History

#### **Waste Zero Specialist, Recology Sonoma-Marin**

December 2017 – Present

- Conduct commercial customer outreach in Novato and West Marin. Educated customers on proper disposal practices and provided signage and outreach materials to improve diversion.
- Ensure compliance with state laws, including AB 1826 and AB 341. Start customers on compost or recycling and ensure participation. Identify and educate customers on contamination.
- Attend public meetings, including Solid Waste JPA, Local Task Force, Organics Subcommittee, and numerous other workshops and environmental forums.

#### **Legislative Aide, State of California, Office of Assemblymember Marc Levine**

February 2017 – December 2018

- Staffed state legislation related to labor, the environment, and other subjects with the goal of that legislation becoming state law.
- Frequently contacted and maintained relationships with local government, businesses and organizations in Marin and Sonoma Counties.
- Tracked and analyzed state budget programs related to beverage container recycling.
- Prepared analyses of legislation prior to committee hearings or floor votes, compiling information on existing law, support and opposition, and provided a recommendation to the assemblymember.

### Education

**Bachelor of Arts, Political Science**  
**California State University, Chico**



**Board of Directors**

**Bridger Mitchell, Ph.D.**  
President

**Ken Drexler, Esq.**  
Vice-President

**Terence Carroll**  
Treasurer

**David Weinsoff, Esq.**  
Secretary

**David Wimpfheimer**  
Director

**Jerry Meral, Ph.D.**  
Director

**Cynthia Lloyd, Ph.D.**  
Director

**Staff and Consultants**

**Morgan Patton**  
Executive Director

**Ashley Eagle-Gibbs, Esq.**  
Conservation Director

**Jessica Reynolds Taylor**  
Development Director

**Catherine Caufield**  
Tomaes Dunes Consultant

December 14, 2018

Marin Hazardous & Solid Waste Management

Attn: Steve Devine

PO Box 4186

San Rafael, CA 94913

*Submitted via email to: [sdevine@marincounty.org](mailto:sdevine@marincounty.org)*

Re: Zero Waste Marin, Local Task Force Application

Dear Mr. Devine,

The Environmental Action Committee of West Marin (EAC) was founded in 1971 to protect and sustain the unique lands, waters, and biodiversity of West Marin. We accomplish our mission through environmental advocacy, education and engagement opportunities. Throughout EAC's 47-year organizational history, we have engaged in the important issues concerning waste reduction, composting, recycling, and disposal. Part of that work has included public education, outreach, and engagement centering on trash and debris related issues.

EAC is interested in applying for the open seat on the Local Task Force for Zero Waste Marin in order to provide guidance and information on solid waste issues in West Marin and assist with the JPAs Integrated Waste Management Plan, as outlined in the purposes of the Local Task Force to meet the 2025 Zero Waste goals.

EAC attended the November 7<sup>th</sup> meeting of the Local Task Force and was impressed by the information being shared with the group and the participation of local stakeholders, waste haulers and facility operators, special districts, and Marin County.

We understand the Task Force's role is to share information, provide guidance, and help meet the 2025 goals for Zero Waste Marin. We believe EAC would be a good partner to meet the Task Force's needs as we are currently engaged in our community on trash and solid waste issues. In addition, we work closely with other trash and waste West Marin stakeholders in including Madeline Hope, Richard James, and Supervisor Rodoni's office, so we would be able to cross share information, goals, and objectives, in order to advance Zero Waste Marin in West Marin county.

In addition to our current community partnerships, EAC has works collaboratively with Marin County's Clean Marin group that is focused on waste reduction and clean up strategies throughout Marin County. Prior to EAC engaging with Clean Marin, we have managed roadside and coastal clean-ups annually to remove debris from the West Marin roadsides and waterways prior to the winter rains. We accomplish this work by partnering with our local community members, most recently our 2017 and 2018 clean-ups partnered with Point Reyes National Seashore, California State Parks, Recology, Hog Island Oyster Co., and other community stakeholders. Our efforts the last two years have removed more than 7,000 pounds of trash and marine debris from our roadsides and the waters of Tomales Bay.

EAC's representative for the Local Task Force would be Morgan Patton, Executive Director, who would attend the Wednesday meetings and be the primary contact.

***Morgan Patton, credentials and qualifications:***

Under Morgan's leadership, EAC has established new partnerships in the community, created pathways for innovative environmental education, conducted strategic planning, upgraded the organizations administrative and technical systems, launched youth and community education programming, established a community science program focused on Marine Protected Areas, and has focused the next three years of environmental programming. In addition to her responsibilities at EAC, Morgan currently serves as a co-chair of the Golden Gate Marine Protected Area Collaborative, a board member of the Marin State Parks Association, and a conservation representative on the Cordell Bank National Marine Sanctuary Advisory Council. Morgan is a fifth-generation Marin County resident and environmental advocate raised in Sonoma Valley and West Marin. She is a graduate of Dominican University with a B.A. in Humanities with a concentration in Environment, Culture, and Sustainability and is finishing her Graduate degree in Public Administration at University of San Francisco.



Thank you for consideration of EAC for the environmental organization representative for the Local Task Force. If you have any questions or need additional information concerning EAC's qualifications, please contact us at (415) 912-8188.

Sincerely,

A handwritten signature in black ink, appearing to read 'MP', with a long horizontal flourish extending to the right.

Morgan Patton  
Executive Director  
morgan@eacmarin.org  
415-912-8188



Steve Devine  
Marin Hazardous and Solid Waste JPA  
PO Box 4186, San Rafael, CA, 94183-4186

January 11, 2019

Dear Zero Waste Marin Task Force,

I am writing you to express Conservation Corps North Bay's (CCNB) interest in your open seat for an environmental organization. The goals of Marin Hazardous and Solid Waste Joint Powers Authority (JPA) are well aligned with CCNB. Our mission is to conserve natural resources and develop youth through education and hands on work experience. As part of that mission we run a recycling program with Cal Recycle funds that collects cans, bottles, tires, oil and e-waste. We are also looking into collecting food waste and mattresses. Your mission of helping residents and businesses meet the county's 2025 Zero Waste goal by reducing and recycling solid waste and safely disposing of hazardous materials is one we would like to help you pursue. A collaborative effort would be beneficial. A good first step is to put our hat in the ring to join your Zero Waste Marin Task Force.

I have been with CCNB for almost two years and oversee the community recycling, natural resources and climate resiliency programs (resume attached). This includes such projects as: recycle routes to pick up cans and bottles through-out Marin and Sonoma Counties; e-waste events where residents and business can drop off their e-waste; picking up tires from public lands; oil filter crushing and recycling; fire fuels reduction; flood protection; trail building; habitat restoration and ecological monitoring. Recently we also received funding for a sea-level rise project in Sausalito and a contract with MCE Clean Energy.

Prior to working with CCNB, I retired from a 36-year career in national parks including 32 years in Natural Resources Management at Crater Lake, GGNRA and the Presidio of San Francisco, 2 years of environmental education work with Nature Bridge in Yosemite NP, and two years of interpretation at Crater Lake NP and Everglades NP.

We appreciate your consideration of CCNB while filling the environmental group seat on your task force.

Sincerely,

*Terri Thomas*

Director of Natural Resources and Climate Resiliency  
[tthomas@ccnorthbay.org](mailto:tthomas@ccnorthbay.org) (415) 720-0807

## **Terri Thomas**

Director of Natural Resources and Climate Resiliency  
Conservation Corps North Bay  
27 Larkspur Street, San Rafael, CA 94901-4820  
e-mail: [tthomas@ccnorthbay.org](mailto:tthomas@ccnorthbay.org) cell phone: (415) 720-0807

## **EDUCATION**

**M.S., Ecology**, 1982      University of Washington

- Cooperative Park Studies Unit
- Thesis on forest restoration using prescribed fire at Crater Lake National Park

**B.S., Forestry**, 1976      University of California at Berkeley

**Graduate**      1972   Mills High School, Millbrae, CA

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## **WORK EXPERIENCE**

### **Director of Natural Resources and Climate Resiliency**

Conservation Corps North Bay

April 2017 – present, San Rafael

- Oversee the field-based programs and is a member of executive management team.
- Oversee all aspects of the natural resources programs including: ecological restoration, fire fuels reduction, trail building, flood control and monitoring natural resources
- Oversee all aspects of the Community Recycling program and manage the \$1 million grant from Cal Recycle including recycling cans, bottles, oil, E-waste and tires.
- Oversee Climate Resiliency projects such as a nature-based adaptation grant for sea level rise and an MCE Clean Energy contract for installing energy and water efficient products in homes.
- Create community partnerships including: assessing community needs; working with Marin County staff, the city staff in all Marin County cities, and all land management agencies to plan new field programs; develop funding mechanisms.
- Create a positive atmosphere to encourage learning and high quality project completion.

### **Director of Natural Resources Programs, Projects and Research**

Presidio Trust

November 2000 – September 2016 (15 years 10 months) San Francisco Bay Area

- Managed a complex park management program that encompasses 13 disciplines including vegetation including native forest management and restoration, hydrology, wildlife management, environmental education, volunteer management and ecological restoration specialties.
- Responsible for understanding the theories, principles, techniques, laws, policies and practices of each discipline to apply toward associated issues, interpretation, planning and compliance.
- Managed projects and contracts for inventory, monitoring, and management and restoration projects.
- Partnered with other governmental agencies, NGOs, scientific and higher education institutions, and contractors, to manage, restore, inventory, monitor research and protect them for native ecosystems.
- Supervised 10 employees, additional interns, initiated conservation corps and volunteer programs and oversaw a \$2 million budget.

### **Director on Board of Directors**

**Sausalito Community Boating Center -6 hours/week (Volunteer)**

April 2014 – April 2016

- Completed a Strategic Plan for this center that will offer public boating opportunities and education in human history and natural resources of Richardson Bay.
- Planned events such as the Sausalito Herring Festival
- Completed grant applications

### **Director on a publically elected Board of Directors**

**Fallen Leaf Lake Community Services District (Volunteer)**

November 2007 – September 2010 (2 years 11 months) Fallen Leaf Lake California

- Directed the policies and operations of a recreation area that included a public marina, beach, store, cafe, fire department and recreational facility.
- Conducted monthly public meetings for input, questions and conducting business in front of the public.

### **Chief of Natural Resources Management and Science**

**Golden Gate National Recreation Area**

October 1988 – December 2000 (12 years 3 months) San Francisco

- Developed and led a successful program fully consistent with NPS natural resources guidelines, policies and environmental laws.
- Oversaw projects and programs in: wildlife, vegetation, water quality, hydrology, forestry, geology, rare and endangered species management, restoration and Geographic Information Systems.
- Initiated volunteer programs and conservation corps projects.
- Coastal forest management and fire management including Muir Woods redwood forest.

## **Plant Ecologist**

National Park Service

January 1984 – October 1988 (4 years 10 months) Golden Gate National Recreation Area

- Led the prescribed fire, native forest management, rare plant, range, erosion, exotic plant control, and air quality and nursery programs for the park.
- Wrote the Fire Management Plan for the park.

## **Biological Technician/Research Assistant**

National Park Service

June 1979 – September 1982 (3 years 4 months) Crater Lake, Everglades, and Yosemite National Parks

- Researched the ability for prescribed fire to restore a selectively logged sugar pine forest,
- member of fire crews,
- worked in backcountry management.
- Pacific Northwest and Sierra forest and fire management work.

## **Interpreter**

National Park Service

June 1978 – May 1979 (1 year) Crater Lake and Everglades National Parks

- Led public walks and talks,
- Worked the visitor centers at the parks,
- Gave formal evening programs to groups of up to 300.

## **Environmental Education Instructor**

NatureBridge (Formerly Yosemite Institute and Headlands Institute)

September 1976 – June 1978 (1 year 10 months) Yosemite and Marin Headlands campuses

- Taught daily field classes for junior and senior high school groups of 12-24 students.
- Gave formal natural and cultural history talks weekly to groups of up to 150 students.

## **Additional Experience**

- Twenty-six publications including: personal research, NPS Resource Management Plans, and various environmental documents.

- Contributing author for Trust and NPS General Management Plan and NPS regional guidelines (list available upon request)
- Thirty-two formal presentations to local audiences and professional audiences regarding specific work accomplished or resources issues (List available upon request).
  - 31 achievement awards (available upon request) including the National Natural Resources Manager award for the National Park Service in 1994.
  - Elected Board Member of Fallen Leaf Lake Community Services District. For 3 years managing a public marina, beach, store, cafe, fire department and recreational facility within a mixed conifer forest in the Sierra.

References upon request

**MARIN COUNTY HAZARDOUS AND SOLID WASTE  
MANAGEMENT JOINT POWERS AUTHORITY**

**Belvedere**

Date: January 24, 2019

**Corte Madera**

To: JPA Board Members

**County of Marin**

From: Steve Devine, Program Manager

**Fairfax**

Re: Update from Staff on Recent and Ongoing Activities

Staff will provide an update on recent and ongoing activities.

**Larkspur**

**Recommendation**

Receive oral report. Information Only.

**Mill Valley**

**Novato**

**Ross**

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**San Anselmo**

**San Rafael**

**Sausalito**

**Tiburon**

# MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere

Date: January 24, 2019

Corte Madera

To: JPA Board Members

County of Marin

From: Steve Devine, Program Manager

Fairfax

Re: Appoint Two Budget Subcommittee Members and Approve a FY 19-20 Budget Development Process and Schedule

Larkspur

To help develop the proposed FY 19-20 JPA Budget, the Board should appoint a two-member Budget Subcommittee from the Executive Committee:

Mill Valley

Novato

Ross

San Anselmo

San Rafael

Sausalito

Tiburon

Executive Committee	
Ross Valley Cities	Toy
San Rafael	Schutz (Alt. Alilovich)
Southern Marin Cities	Chanis
Novato	Candelario
County	Hymel (Alt. Eilerman)

Past practice has been to appoint the Chair or Vice-Chair and the representative from the County.

The Subcommittee would meet with staff to help review a proposed FY 19/20 budget that would then be reviewed by the Executive Committee in April – before appearing before the full Board for consideration of adoption in May. The recommended schedule is as follows:

1. February 28, 2019 San Rafael Fire Department submits the HHW Facility Budget request to the JPA.
2. Week of March 25, 2019, JPA staff submits a draft budget request and associated fee resolution to Budget Subcommittee.
3. Week of April 1, 2019 Budget Subcommittee meets with staff for review of draft budget and fee resolution. (Follow up if necessary).
4. April 25, 2019, Executive Committee adopts a budget and assessment resolution recommendation.
5. May 23, 2019, budget and fee resolution adopted by full JPA Board.

## **Recommendation**

Adopt a Motion appointing two Budget Subcommittee Members and approve a FY 19-20 budget development process and schedule.

cc: Robert Sinnott, San Rafael Fire Department



# MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Board Chair: Please confirm the vote on this item by reading the following items out loud after the vote.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_  
\_\_\_\_\_

Noes: \_\_\_\_\_  
\_\_\_\_\_

Abstentions: \_\_\_\_\_

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# MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere	Date: January 24, 2019
Corte Madera	To: JPA Board Members
County of Marin	From: Judith Silver, Senior Planner
Fairfax	Re: Establish Board Policy for Each Member Agency to Provide a Primary Point of Contact in Addition to the City/Town Manager
Larkspur	For the JPA to more effectively communicate and support the Member Agencies, it is requested that it be Board policy for each Member Agency to designate a primary Zero Waste Marin point of contact. Ideally this individual would be familiar with the Member Agency's programs and policies related to zero waste and have a grasp of local and state zero waste legislation. This individual would be the liaison for information sharing, the Electronic Annual Report preparation, legislative updates, etc. If desired, staff can furnish the Board with the current Member Agency contact used for the Zero Waste Marin grant.
Mill Valley	
Novato	
Ross	
San Anselmo	
San Rafael	<b><u>Recommendation</u></b> Adopt a Motion establishing a Board policy that each Member Agency shall designate a primary Zero Waste Marin point of contact to coordinate with this JPA.
Sausalito	Board Chair: Please confirm the vote on this item by reading the following items out loud after the vote.
Tiburon	Motion: _____ Second: _____
	Ayes: _____
	_____
	Noes: _____
	_____
	Abstentions: _____

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