

MARIN COUNTY HAZARDOUS & SOLID WASTE
MANAGEMENT JOINT POWERS AUTHORITY

AB 939 LOCAL TASK FORCE

Wednesday, April 5, 2017
1600 Los Gatos, Suite 211
San Rafael, CA 94903
8:30 – 10:00 AM

AGENDA

Call to Order.

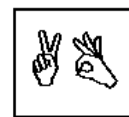
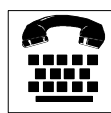
- 1) Open Time for Public Comment (Information) (Time estimate: 2 minutes)
- 2) Approval of the February 1, 2017 JPA LTF Action Minutes (Action) (2 minutes)
- 3) Home Composting Workshop by LTF Member Joan Irwin (Information) (30 minutes)
- 4) Reports from LTF Members (Information) (30 minutes)
 - i) Haulers & Facilities:
(1) Garbarino, Iavarone, Khany
 - ii) Special Districts Franchising Solid Waste:
(1) Greenfield, Johnson
 - iii) Environmental Organizations:
(1) Haskell, Pardi, Kies
 - iv) Public Members:
(1) Bartshire, Goddard, Green, Irwin, McCarron
- 5) Monthly Update Report from CalRecycle. (Information) (2 minutes)
- 6) Update from Staff on Recent and Ongoing Activities (Information) (5 minutes)
- 7) LTF Member Attendance Log (Information) (5 minutes)
- 8) LTF 2017 Subcommittees Report and Election of Chairs (Action) (10 minutes)

Reference: LTF Policies and Procedures.

The full agenda including staff reports can be viewed at:

<http://zerowastemarin.org/Agenda>

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All public meetings and events sponsored or conducted by the County of Marin are held in accessible sites. Requests for accommodations may be requested by calling (415) 473-4381 (voice) (415) 473-3232 (TTY) at least **four work days** in advance of the event. Copies of documents are available in alternative formats, upon written request.

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

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DRAFT

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

AB 939 Local Task Force Meeting
Wednesday February 1, 2017
1600 Los Gamos Dr, Suite 211
San Rafael, CA 94903

Action Minutes

MEMBERS PRESENT

Dee Johnson, Novato Sanitary District
Delyn Kies, Sustainable Novato
Joan Irwin, Southern Marin Cities
Jim Iavarone, Mill Valley Refuse Service
Ramin Khany, Redwood Landfill
Renee Goddard, Ross Valley Cities
Jennie Pardi, Nature Bridge Golden Gate
Russ Greenfield, LGVSD
Adrian Bartshire, San Rafael

STAFF PRESENT

Steve Devine
Casey Poldino
Judith Silver

OTHERS PRESENT

Kim Scheibly, Marin Sanitary Service
Laura Vernon, Conservation Corps NB

MEMBERS ABSENT

David Haskell, Sierra Club
Patty Garbarino, Marin Sanitary Service
Matt McCarron, City of Novato
David Green, Unincorporated Marin County

Call to Order. The Local Task Force (LTF) Meeting came to order at 8:35 a.m.

1. Open Time for Public Comment

No Public comments were submitted.

2. Minutes:

M/s Kies/Irwin to approve the January 4, 2017 JPA Local Task Force Minutes

3. Update from Staff on Recent and Ongoing Activities

Information item, no action taken.

4. LTF Member Attendance Log

Information item, no action taken.

5. LTF Subcommittees

M/s Kies/Khany to form three LTF Subcommittees: 1). Schools, 2). Organics and 3). Extended Producer Responsibility.

Further discussion identified interest in the Subcommittees from the following LTF Members:

Schools: LTF Members: Goddard, Khany, Bartshire, Iavarone, Pardi. Others: Kim Scheibly suggested Izzy Parnell from MSS as a participant.

Organics: LTF Members: Kies, Irwin, Iavarone, Khany. Others: Scheibly.

Extended Producer Responsibility: LTF Members; Johnson. Others: Kim Scheibly suggested Kathy Wall from MSS.

6. LTF 2017 Meeting Schedule

M/s Irwin, Goddard to adopt a bi-monthly meeting schedule for the remainder of 2017: April 5, June 7, August 2, October 4, December 6.

7. January Updates from CalRecycle

Information item, no action taken.

8. Reports from LTF Members

Information item, no action taken.

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

Belvedere: Date: April 5, 2017

Corte Madera: To: Local Task Force Members

County of Marin: From: Steve Devine, Program Manager

Fairfax:

Larkspur: Re: Home Composting Workshop by LTF Member Joan Irwin

Mill Valley: Local Task Force member Joan Irwin has been a Marin Master Gardener since 2003 and has degrees from the University of Michigan and UC-Berkeley.

Novato:

Ross: Joan will provide a “mini-workshop” on home composting at the Local Task Force Meeting.

San Anselmo:

San Rafael: **Recommendation**

Sausalito: Receive presentation. Information Only.

Tiburon:

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

Belvedere: Date: April 5, 2017

Corte Madera: To: Local Task Force Members

County of Marin: From: Steve Devine, Program Manager

Fairfax:

Larkspur: Re: Reports from LTF Members

Mill Valley: LTF membership is comprised of four categories:

Novato:

Ross:

San Anselmo:

San Rafael:

Sausalito:

Tiburon:

1. Hauler/Facilities
2. Special Districts that Franchise Solid Waste
3. Environmental Organizations
4. Public Members
 - County
 - San Rafael
 - Novato
 - Ross Valley Cities
 - Southern Marin Cities

To better identify information to communicate and support the JPA Board, LTF Members are encouraged to share information in particular that is relevant to area of expertise or representation.

Recommendation

Receive oral reports from LTF Members. Information Only.

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

LTF Roster

<i>Haulers/Facility Operators</i>	
Marin Sanitary Service	Patty Garbarino
Bay Cities Refuse (Alternate)	Greg Christie
Mill Valley Refuse	Jim Iavarone
Redwood Landfill	Ramin Khany
<i>Special Districts that Franchise Solid Waste</i>	
Vacant	Vacant
Novato Sanitary District	Dee Johnson
Las Gallinas Sanitary District	Russ Greenfield
LGVSD (Alternate)	Judy Schriebman
<i>Environmental Organizations</i>	
Sierra Club, Green Coalition	David Haskell
Sustainable Novato	Delyn Kies, LTF Vice-Chair
NatureBridge	Jennie Pardi, LTF Chair
<i>Public Members</i>	
County of Marin	David Green
San Rafael	Adrian Bartshire
Ross Valley	Renee Goddard
Novato	Matt McCarron
Southern Marin	Joan Irwin

Recommendation

Receive reports from Members. Information Only.

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

Belvedere: Date: April 5, 2017

Corte Madera: To: Local Task Force Members

County of Marin: From: Steve Devine, Program Manager

Fairfax:

Larkspur: Re: Monthly Update Report from CalRecycle

Mill Valley: Attached is an update from the California Department of Resources
Recycling and Recovery (CalRecycle) provided by Sam Ferrero of the
Local Assistance Market Development branch of CalRecycle.

Novato:

Ross: **Recommendation**

San Anselmo: Receive and File. Information Only.

San Rafael:

Sausalito:

Tiburon:

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**ESJPA
CalRecycle Update
March 16, 2017**

1) GENERAL PROGRAM UPDATES (NEW)

RMDZ

RMDZ Zone Designation/Re-Designation

The Department of Resources Recycling and Recovery (CalRecycle) is seeking to add new zones to its Recycling Market Development Zone program to expand local recycling markets and create new jobs. Recycling Market Development Zones, or RMDZs, are designated areas in which local jurisdictions and CalRecycle work together to support and promote recycling-based manufacturers. There are currently 38 RMDZs in California. The program provides low-interest loans, technical assistance, and product marketing to zone-based businesses that use recycled materials to manufacture their products. The local jurisdiction benefits from increased revenues brought by new and expanding businesses and the jobs they create, and from decreased costs of sending materials to landfills.

The application process will run from January 2 to May 2, 2017. Applicants will need to comply with the requirements of the California Environmental Quality Act. Interested jurisdictions can call Frank Severson at (916) 341-6259 or email Frank.Severson@CalRecycle.ca.gov for a complete list of scoring criteria and an application.

For more information about the RMDZ program, visit www.calrecycle.ca.gov/rmdz and CalRecycle's business assistance page at www.calrecycle.ca.gov/Business/Assistance.htm. RMDZ CEQA toolkit, <http://www.calrecycle.ca.gov/rmdz/CEQATool/default.htm>. Existing Zones with designations that expire during 2017 will also have the opportunity to re-designate during this time. Please contact your LAMD representative if you are in an existing Zone and need to determine your proposed re-designation schedule.

The next Zone Works training workshop is scheduled for June 21-22, 2017 in Sacramento.

Jurisdiction Review

Local Assistance and Market Development staff are preparing for the upcoming public presentations of formal recommendations re: Jurisdiction Reviews. This will include all reporting jurisdictions not currently on a compliance order – both those in 4-year cycle (2012-2015) and those that were considered a good faith effort (GFE) in previous review cycle, and those that are now on a 2-year cycle (2014-2015).

The March CalRecycle Public Meeting agenda includes 2012-2015 Jurisdiction Review Cycle Referrals for Compliance Investigation. See agenda item F for list of jurisdictions.

<http://www.calrecycle.ca.gov/Actions/Documents%5c85%5c20172017%5c1846%5cMarch%20Agenda.pdf>

Department Staff Contact: Jennifer.Caldwell@Calrecycle.ca.gov

There will be another group of jurisdictions being referred specifically to Mandatory Commercial Recycling (MCR) implementation. This RFA will be presented as part of the March 21, 2017 meeting as well. LAMD staff will be giving their jurisdictions notice for under which RFA they fall. Jurisdictions do not need to attend the meetings, but are welcome to listen in.

The 4-year and 2-year Jurisdiction Review Request for Approvals (RFAs) are scheduled for the April Public Meeting on April 18, 2017.

Conference Call and Site Visits

CalRecycle's Local Assistance and Market Development (LAMD) Branch staff are now beginning to schedule and conduct conference calls and site visits for 2017 with all cities and counties. Expect your LAMD representative to contact you shortly. LAMD staff has been working towards having all conference calls and site visits done in the first half of the year.

Paint Stewardship Program (Updated)

On November 2, 2016, CalRecycle received PaintCare's Annual Report for the 4th year of implementing the CA paint stewardship program. CalRecycle notified PaintCare the report was found to be incomplete via a letter sent on November 22, 2016. PaintCare resubmitted on December 1, 2016 with additional information.

Update: CalRecycle reviewed the report and program performance for compliance with the requirements of statute and regulation for the CalRecycle Director's consideration at the January 2017 Public Meeting:

http://www.calrecycle.ca.gov/Actions/Documents%5c124%5c20172017%5c1825%5cRFA_Year%20%20Annual%20Report%20compliance_Final.pdf

[CalRecycle determined the report was compliant on January 24, 2017.](#)

More information on the annual report review process, including a copy of PaintCare's Year 4 Annual Report and CalRecycle's Completeness Letter, can be found on CalRecycle's Paint Stewardship Program Annual Reporting webpage at www.calrecycle.ca.gov/Paint/AnnualReport/.

CalRecycle's Architectural Paint Stewardship Program Annual Administrative Fees of \$403,490.06 for the period of July 1, 2015 – June 30, 2016, were approved by CalRecycle's Director at the September 20, 2016 Public Meeting, as directed by the Architectural Paint Stewardship Law (Public Resources Code §§ 48700 - 48706 and § 18958 of Title 14 of the California Code of Regulations).

SB 1383 (Chapter 355, Statutes of 2015) Short-Lived Climate Pollutants (SLCP): Organic Waste Methane Emissions Reductions-Stakeholder Workshops occurred in Northern CA on February 14, 2017 in Sacramento; and in Southern CA on February 16, 2017 in Diamond Bar, CA.

These are the first in a series of workshops intended to provide an opportunity for informal stakeholder feedback on the creation of regulations related to SB 1383. CalRecycle staff provided an overview of the law, topics for which regulations are needed, and preliminary questions for consideration and comment. The recorded webcasts and transcripts from the February 14 workshop in Sacramento and the February 16 workshop in Diamond Bar are now posted on the [SLCP Organic Waste Methane Emissions Reductions](#) webpage and the [SLCP Proposed Regulations](#) webpage:

<http://www.calrecycle.ca.gov/Climate/SLCP/default.htm>

As a reminder, workshop comments received by Friday, March 17 via the [online comment form](#) will be prioritized.

Please email SLCP@calrecycle.ca.gov with any questions.

For more information go to [Short-Lived Climate Pollutants](#). To unsubscribe from the Short-Lived Climate Pollutants listserv, please go to

<http://www.calrecycle.ca.gov/Listservs/Unsubscribe.aspx?ListID=152>.

2) GRANT, PAYMENT, AND LOANS

“Grant Updates” and “Open Applications” are announced at the top of the Grant, Payment, and Loan Programs webpage, www.calrecycle.ca.gov/Funding.

Also check the Cool California Funding Wizard for opportunities, www.coolcalifornia.org/funding-wizard-home, or directly at <https://fundwiz.ice.ucdavis.edu/>.

a) GRANT/LOANS AWARDS

December Meeting

- 1) Criteria and Evaluation Process for the Tire Incentive Program (Tire Recycling Management Fund, FY 2016–17)
Public Notice:
<http://www.calrecycle.ca.gov/Actions/PublicNoticeDetail.aspx?id=1858&aiid=1684>
- 2) Awards for the Tire-Derived Product Grant Program (Tire Recycling Management Fund, Fiscal Year 2016–17)
Public Notice:
<http://www.calrecycle.ca.gov/Actions/PublicNoticeDetail.aspx?id=1963&aiid=1790>
- 3) Recycling Market Development Zone Loan for Tri-C Manufacturing, Inc. (Recycling Market Development Revolving Loan Subaccount, FY 2016–17)
Public notice:
<http://www.calrecycle.ca.gov/Actions/PublicNoticeDetail.aspx?id=1960&aiid=1787>

January Meeting

- 1) CalRecycle approved the eligibility, scoring criteria, and evaluation process for the Household Hazardous Waste Grant Program (Integrated Waste Management Account FY 2017–18). Public Notice:
<http://www.calrecycle.ca.gov/Actions/PublicNoticeDetail.aspx?id=1997&aiid=1821>
- 2) CalRecycle approved the eligibility, scoring criteria, and evaluation process for the Local Government Waste Tire Amnesty Grant Program (Tire Recycling Management Fund, Fiscal Year 2017–18) Public Notice:
<http://www.calrecycle.ca.gov/Actions/PublicNoticeDetail.aspx?id=1999&aiid=1822>
- 3) Beverage Container Recycling Grant Program Awards (California Beverage container Recycling Fund, FY 2016–17 & FY 2017–18)
Public Notice:
<http://www.calrecycle.ca.gov/Actions/PublicNoticeDetail.aspx?id=1957&aiid=1786>
- 4) Rubberized Pavement Grant Program Awards (Tire Recycling Management Fund, Fiscal Year 2016–17)
Public Notice:
<http://www.calrecycle.ca.gov/Actions/PublicNoticeDetail.aspx?id=1955&aiid=1785>

February Meeting

- 1) CalRecycle approved the eligibility, scoring criteria, and evaluation process for the Tire-Derived Product Grant Program (Tire Recycling Management Fund, Fiscal Years 2017-18 and 2019-20)
Public Notice:
<http://www.calrecycle.ca.gov/Actions/PublicNoticeDetail.aspx?id=2008&aiid=1833>

b) OPEN GRANT/PAYMENT/LOAN CYCLES

2016-17 Organics Grant Program **Revised application due date: March 16, 2017**

The Department of Resources Recycling and Recovery (CalRecycle) administers the Organics Grant Program pursuant to Public Resources Code section 42999. The purpose of this competitive grant program is to lower overall greenhouse gas emissions by expanding existing capacity or establishing new facilities in California to reduce the amount of California-generated green materials, food materials, or alternative daily cover being sent to landfills.

[Application Guidelines and Instructions Revised](#)

CalRecycle Website:

<http://www.calrecycle.ca.gov/Climate/GrantsLoans/Organics/FY201617/default.htm>

2017–18 Local Enforcement Agency Grant Program **Due: March 16, 2017**

The Department of Resources Recycling and Recovery (CalRecycle) administers a program to provide opportunities for the local enforcement agencies (LEA) in carrying out their solid waste facilities permit and inspection programs. Pursuant to [Public Resources Code, Section 43230](#), these grant awards are to be used solely for support of the solid waste facilities permit and inspection programs.

Eligible Applicants

Applicants are limited to LEAs and Regional LEAs that are certified by CalRecycle pursuant to [Public Resources Code, Section 43200](#) and [Title 14, California Code of Regulations, Chapter 5, Article 2.1, LEA Certification Requirements](#)

CalRecycle Website: <http://www.calrecycle.ca.gov/LEA/GrantsLoans/LEA/>

2017–18 Household Hazardous Waste Grant Program – Small Projects Due: March 21, 2017

The Household Hazardous Waste (HHW) grants are primarily competitive grants made available by the California Department of Resources Recycling and Recovery (CalRecycle) per Public Resources Code, Division 30, Part 7, Article 3.5, Section 47200 to help local governments establish or expand HHW collection programs. California cities, counties, and local agencies, including Indian reservations and Rancherias, with direct responsibility for HHW management are eligible to apply.

Eligible Applicants

On January 1, 2015, [California Labor Code section 1782](#) will prohibit charter cities from receiving state funds or financial assistance for construction projects if those cities do not comply with sections 1770-1782 of the Labor Code. If a charter city will be included in an application (either as the sole applicant, as a participant in a regional application, or as a member of an applicant Joint Powers Authority), more information can be found in CalRecycle's California Labor Code, section 1782.

Only one application per qualifying entity will be accepted. Eligible applicants may submit an individual or regional application. One entity must be identified as the lead applicant to act on behalf of itself and its participating jurisdictions. The grants are available to:

- Local governments (cities, counties, and city and counties) as defined in Public Resources Code section 30109 that have direct responsibility for HHW management.
- Regional or local sanitation agencies and waste agencies, having direct responsibility for HHW management.
- Joint Powers Authorities (JPA) if the JPA agreement includes solid and/or hazardous waste management responsibilities.
- Qualifying Indian Tribes with direct responsibility for HHW management. A “Qualifying Indian Tribe” is defined as an Indian tribe, band, nation or other organized group or community, residing within the borders of California, which:
 - (1) Is recognized for special programs and services provided by the United States to Indians because of the status of its members as Indians; or
 - (2) Can establish that it is a government entity and meets the criteria of the grant program.

CalRecycle Website: <http://www.calrecycle.ca.gov/HomeHazWaste/Grants/>

2017–18 Tire-Derived Product Grant Program Due: April 12, 2017

The Department of Resources Recycling and Recovery (CalRecycle) administers a program to provide opportunities for the diversion of tires from landfill disposal, prevent illegal tire dumping, and promote markets for recycled-content products. The Tire-Derived Product Grant (TDP) Program is a reimbursement grant designed to use TDPs for repurposing projects such as pathways, landscaping, mats, playground surfacing, curb stops, and ramps.

Eligible Applicants

- Public entities which include: California cities, counties, public school districts, public colleges and universities, special districts, park or recreational districts, and state agencies (including offices, departments, bureaus, and boards).
- Qualifying Indian Tribes. A “Qualifying Indian Tribe” is defined as an Indian tribe, band, nation or other organized group or community, residing within the borders of California, which:

(1) Is recognized for special programs and services provided by the United States to Indians because of the status of its members as Indians; or

(2) Can establish that it is a government entity and which meets the criteria of the grant program.

CalRecycle Website: <http://www.calrecycle.ca.gov/Tires/Grants/Product/default.htm>

2016–17 Tire Incentive Program Due: April 20, 2017

The Department of Resources Recycling and Recovery (CalRecycle) administers tire grant programs to provide opportunities to divert waste tires from landfill disposal, prevent illegal tire dumping, and promote markets for recycled-content tire products. The Tire Incentive Program (TIP) provides a reimbursement (as an incentive payment program) to eligible businesses that use (recycled) crumb rubber in eligible products or substitute crumb rubber for virgin rubber, plastic, or other raw materials in products. The program’s goal is to increase demand for crumb rubber and promote higher value products. Join the [TIP Listserv](#) to be notified when FY 2016-17 cycle application materials are available.

Eligible Applicants

- Manufacturers that produce (or will produce) an eligible product.
- Waste tire processors that also manufacture an eligible product.
- Rubber compounders.
- Manufacturers of calendared rubber sheeting products.
- Manufacturers that produce products on a contract basis for other companies provided they have that other company’s written permission to produce an eligible product and receive the incentive.

CalRecycle Website: <http://www.calrecycle.ca.gov/Tires/Grants/TIP/default.htm>

2016–17 Beverage Container Recycling City/County Payment Program Due: May 2, 2017

The Department of Resources Recycling and Recovery (CalRecycle) administers a payment program to provide opportunities for beverage container recycling and litter cleanup activities. Pursuant to Public Resources Code Section 14581(a)(3)(A) of the California Beverage Container Recycling and Litter Reduction Act, CalRecycle is distributing \$10,500,000 in fiscal year 2016-17 to eligible cities and counties specifically for beverage container recycling and litter cleanup activities.

Eligible Applicants

Eligible applicants include cities, counties, or cities and counties in California, as identified by the California Department of Finance, unless otherwise determined by CalRecycle.

CalRecycle Website: <http://www.calrecycle.ca.gov/BevContainer/Grants/CityCounty/default.htm>

Greenhouse Gas (GHG) Reduction Loan Program

The purpose of this non-competitive loan program is to lower overall greenhouse gas emissions by providing loans to expand existing capacity or establish new facilities to process California-generated waste materials into new value-added products.

The Notice of Funds Available for FY 2015-16 (Cycle 2A) GHG Loans is posted at, <http://www.calrecycle.ca.gov/Climate/GrantsLoans/GHGLoans/FY201516/default.htm>

Cycle 2A applications are being accepted on a continuous basis, subject to fund availability or until FY 2016-17 funds become available. See the [GHG Loan Program web page](#) for the most current cycle information.

Eligible Projects

- Construction, renovation, or expansion of facilities to increase in-state infrastructure for:
 1. The digestion or composting of organics into compost, soil amendments, biofuels, or bioenergy; or
 2. The manufacturing of value-added finished products using California derived recycled content fiber, plastic, or glass.
- Construction, renovation, or expansion of facilities to increase in-state infrastructure for:
 1. The preprocessing of organics when providing preprocessed materials to an in-state digestion or composting facility that is using the waste to make compost, soil amendments, biofuels, or bioenergy; or
 2. The preprocessing of fiber, plastic or glass waste when providing preprocessed materials to an in-state manufacturing facility that is using the waste to make finished products.
- Expansion of projects that have previously received Greenhouse Gas Reduction grants or loans from CalRecycle are eligible provided the project meets the loan criteria and the previously funded project is progressing in a manner satisfactory to CalRecycle.
- Food waste prevention projects result in measurable reduction in food waste normally destined for a landfill. These projects can prevent food waste through source reduction and/or edible food rescue. Food rescue must result in rescued food being distributed to people in a disadvantaged community with any food waste residuals from the project being sent to a compost, digestion, or fermentation facility when one is available within the food waste prevention project's service area.
- New and expanded facilities requiring best available control technology (BACT) to limit emissions and ensure compliance with air quality standards.

Available Funds: \$6,953,000 as of September 14, 2016

Interest Rate: 4.0%

Loan Application Due Date: Continuous

Recycling Market Development Zone Loan Program

Provides direct loans to businesses that use postconsumer or secondary waste materials to manufacture new products, or that undertake projects to reduce the waste resulting from the manufacture of a product. Information about this loan program as well as the application documents and forms can be found at <http://www.calrecycle.ca.gov/RMDZ/Loans/>

Loan Application Due Date: Continuous

c) UPCOMING GRANT/PAYMENT/LOAN CYCLES

2017–18 Local Conservation Corps Grant Program

California Public Resources Code (PRC) section 14581.1 authorizes funding from the California Beverage Container Recycling Fund, the Electronic Waste Recovery and Recycling Account, the California Tire Recycling Management Fund, and the California Used Oil Recycling Fund for grants to the Local Conservation Corps (LCC). CalRecycle's grant program will help LCCs implement: beverage container recycling and litter abatement programs; programs relating to the collection and recovery of used oil and electronic waste; and the clean-up and abatement of waste tires.

CalRecycle Website: <http://www.calrecycle.ca.gov/Funding/LocalCC/default.htm>

2016-17 Recycled Fiber, Plastic, and Glass Grant Program

The Department of Resources Recycling and Recovery (CalRecycle) administers the Recycled Fiber, Plastic, and Glass Grant Program (program) pursuant to section 42999 of the Public Resources Code. This competitive program is designed to further the purposes of the California Global Warming Solutions Act (AB 32) by lowering overall greenhouse gas emissions through the expansion of existing capacity or establishment of new facilities in California that use California-generated postconsumer recycled fiber (paper, textiles, carpet or wood), plastic, or glass to manufacture products.

The Greenhouse Gas Reduction Fund established for California's Cap-and-Trade Program auction proceeds provides opportunities for the state to invest in projects to help California achieve its climate goals while providing benefits to disadvantaged communities. These investments are collectively referred to as California Climate Investments. Funding for the Recycled Fiber, Plastic, and Glass Grant Program is provided by this fund.

<http://www.calrecycle.ca.gov/Climate/GrantsLoans/FPG/default.htm>

2016–17 Food Waste Prevention and Rescue Grant Program

Eligibility, Scoring Criteria, and Evaluation Process will be heard at the March 2017 Public Meeting.

Public Notice: <http://www.calrecycle.ca.gov/Actions/PublicNoticeDetail.aspx?id=2029&aiid=1851>

3) EVENTS

Please also see the CalRecycle Events Calendar, www.calrecycle.ca.gov/Calendar

CalRecycle Packaging Reform Workshop

The purpose of this workshop is to generate discussion and gather stakeholder ideas to contribute to the development of a packaging policy model as directed by Director Smithline at CalRecycle's

September 2016 public meeting. The workshop will be comprised of facilitated panel discussions on existing policy models and California considerations, followed by a facilitated large group discussion.

Date: March 22, 2017 9:30AM
Location: Sierra Hearing Room, 2nd floor, 1001 I Street, Sacramento, CA 95814
Contact: Cynthia.Dunn@CalRecycle.Ca.Gov
<http://www.calrecycle.ca.gov/Actions/PublicNoticeDetail.aspx?id=2016&aiid=1840>

Green Waste Pest Prevention University

Focus attendees: County Agricultural Commissioners

Background:

The Emergency Quarantine Response and Interior programs, in conjunction with CalRecycle, will be hosting a Green Waste Pest Prevention University in March 2017. The trainings will be one day, all-day sessions and held at five different locations as listed below:

Dates	County	Location	Address
March 14	Alameda	Alameda County Public Works	4825 Gleason Dr. Dublin, CA 94568
March 16	Tulare	Tulare County Agricultural Commissioner's Office	4437 S. Laspina St. Tulare, CA 93274
March 21	Ventura	Ventura County Environmental Health	800 S. Victoria St. Ventura, CA 93009
March 22	Riverside	Inland Empire Utilities Agency	6075 Kimball Ave. Chino, CA 91708
March 23	Orange	Orange County Environmental Health	1241 E. Dyer Rd Santa Ana, CA 92705

Description:

The upcoming trainings will cover topics related to movement of green waste from state interior quarantine areas. The sessions will also provide an opportunity for county agricultural commissioner staff to hear from and interact with CalRecycle's local enforcement agents. A daily agenda will be released at a later date.

Sessions will be filled on a first-come, first-served basis until full. Please respond with a list of attendees and which location they will be attending. An accurate headcount is crucial to ensuring enough space, seating, and materials for all participants.

If you have any questions or would like to RSVP for a training, please contact Keith Okasaki at keith.okasaki@cdfa.ca.gov, or by phone at (916) 654-0312.

Next Monthly Public Meeting

March 21, 2017

April 18, 2017

www.calrecycle.ca.gov/PublicMeeting/

Green California Summit: April 26, 2017; Pre-Summit Sessions, April 25
Sacramento Convention Center, Sacramento, CA
<http://www.green-technology.org/about.htm>

END current update – rest of document historic program notes for reference

**Program Notes/Placeholders (Updates will be highlighted at beginning of this document..
Otherwise historic program updates provided for reference)**

2015 Annual Report

August 1, 2016 was the due date for submitting the 2015 Electronic Annual Report (EAR). Jurisdictions will receive a letter with the results of the review within 120 days of the due date (by November 29, 2016). Please contact your LAMD representative if you need additional information, or if there is information still needed to complete the report, such as disposal modification documentation or Mandatory Commercial Recycling (MCR) education, outreach, and monitoring activities for 2015:

- a. Identify number of businesses subject to AB 341: _____
 - i. Of those businesses, how many are NOT recycling: _____
- b. Identify number of multifamily dwellings subject to AB 341: _____
 - i. Of those multifamily dwellings, how many are NOT recycling: _____
- c. For those not recycling what follow-up was done to inform them of the law and how to recycle.

AB 1826/Mandatory Organics Recycling

Note: This does not apply for a jurisdiction that has a rural exemption from AB 1826.

Information has been relayed previously related to guidance, tools, and resources posted on the AB 1826 Mandatory Commercial Organics recycling

<http://www.calrecycle.ca.gov/recycle/commercial/organics/>.

As LAMD staff begin their conference calls and site visits in 2017, they will be asking for status of implementation of the jurisdiction's commercial organics recycling program, identification of regulated generators, education, outreach and monitoring for 2016 activities.

Additional tools continue to be developed for the Local Government toolkit

<http://www.calrecycle.ca.gov/Recycle/Commercial/Organics/PRToolkit/Default.htm>, including signage and a brochure for small generators, such as schools, to explain visually what the new law allows for.

Starting with the 2016 Annual Report (due August 2017), each jurisdiction needs to identify existing organic waste recycling facilities within a reasonable vicinity and the capacities available for materials to be accepted at each facility. To assist in this process, CalRecycle has developed a GIS-based capacity tool that can be used in conjunction with the existing [FacIT](#) database and the [Where to Recycle](#) mapping resource. Please refer to the mapping guide tool

<http://www.calrecycle.ca.gov/recycle/commercial/organics/MapGuide.pdf> to identify organic waste recycling facilities within a reasonable vicinity and get an idea of related capacity ranges. Future updates to this tool will allow users to map concentric circles around the jurisdiction to determine organic waste recycling facilities within a given radius and, through the overlay of permit information, have the ability to determine capacity information.

For more information about Mandatory Organics Recycling (MORE), please subscribe to the listserv at: <http://www.calrecycle.ca.gov/Listservs/Subscribe.aspx?ListID=138>

For a list of jurisdictions with rural exemptions to MORE, a list is provided on our website here:
<http://www.calrecycle.ca.gov/recycle/commercial/organics/Exempt.htm>

AB 876 (Organics Infrastructure Planning)

Guidance for counties and regional agencies regarding AB 876 (Organics Infrastructure Planning) has been published on the website,

<http://www.calrecycle.ca.gov/LGCentral/AnnualReport/OrganicInfra.htm>. This guidance has been developed well in advance of the first annual reporting information that is due August 1, 2017.

Guidance provides an overview of the types of data that will be required, and the tools that have been developed. AB 876 applies to all Regional Agencies and Counties, even those that have filed an exemption for AB 1826/MORE mandatory organic recycling requirements. The related calculator has been posted with 2014 and 2015 disposal data for preliminary use-

<http://www.calrecycle.ca.gov/LGCentral/Reports/OrganicInfraCalculator.aspx>

Note that the first year of reporting should be based on 2016 disposal data which will be uploaded after 2016 DRS tons are finalized in June 2017.

Should you have any questions, please contact your LAMD liaison.

<http://www.calrecycle.ca.gov/LGCentral/Reports/Contacts.aspx>

Organics Management Infrastructure & Environmental Justice

On March 14, 2017 CalRecycle hosted a session on developing statewide organics management infrastructure & environmental justice.

El 14 de marzo de 2017 Se llevará a cabo una Sesión para que el Público pueda Escuchar Información sobre el Desarrollo de una Infraestructura a Nivel Estatal para la Composta (el proceso de la descomposición de los desperdicios orgánicos, en el cuál la materia vegetal y animal se transforma en abono) y sobre la Justicia Ambiental.

AB 901

AB 901 requires recyclers, composters, brokers, transporters and exporters of recycling material or organics to report the tons of materials they sell or transfer, as well as changing the reporting requirements for disposal facilities, transfer stations and MRFs.

Draft Regulations are posted on the AB 901 website:

<http://www.calrecycle.ca.gov/Laws/Rulemaking/Reporting/default.htm>

2014 Waste Characterization Study Reports

<http://www.calrecycle.ca.gov/Publications/Detail.aspx?PublicationID=1546>

There are two reports posted online associated with the 2014 Waste Characterization Study, a facility-based report and a generator-based report:

<https://www2.calrecycle.ca.gov/WasteCharacterization/Study>.

Both present comprehensive information on materials disposed in California's landfills, including waste quantity and composition estimates for the commercial, residential, and self-hauled waste streams.

Contact 75percent@calrecycle.ca.gov for more detailed information.

State of Disposal in California 2016 Update Posted

This report discusses the disposal of solid waste in California, including the amounts and types of materials that are disposed, the infrastructure that supports the handling of solid waste, the types of facilities in the infrastructure, the flow of materials into, out of, and within California, and how disposal is tracked.

Publication Location: <http://www.calrecycle.ca.gov/Publications/Detail.aspx?PublicationID=1556>

75 Percent Goal

California's goal to recycle 75 percent of its solid waste is the focus of a new report that provides a catalog of tools and potential pathways that can be taken by the department, Administration or Legislature to help get us there. Preparation of the report was directed by the Legislature with the passage of AB 341 (Chesbro, Chapter 476, Statutes of 2011).

Direct report link: <http://www.calrecycle.ca.gov/Publications/Detail.aspx?PublicationID=1538>

In addition, two workshops were scheduled in December to address focus on the state investment and partnerships needed to achieve California's 75 percent recycling goal while sustaining CalRecycle's ability to manage the handling of solid waste in California. Staff will present and seek feedback on potential funding mechanisms that support achieving the 75 percent recycling goal and provide sustainable funding as disposal fee revenue decreases. The Workshop presentation is available online at <http://www.calrecycle.ca.gov/Actions/PublicNoticeDetail.aspx?id=1647&aiid=1493>.

Comments or Questions? You can reach the CalRecycle 75% team by email at 75Percent@calrecycle.ca.gov.

Compost Regulations

The Director approved the Negative Declaration and the final draft of the proposed Compostable Materials, Transfer/Processing regulations at the August 18, 2015 public meeting:

[http://www.calrecycle.ca.gov/Actions/Documents%5c85%5c20152015%5c1422%5cAugust Agenda.pdf](http://www.calrecycle.ca.gov/Actions/Documents%5c85%5c20152015%5c1422%5cAugust%20Agenda.pdf)

Staff submitted the final rulemaking file to the Office of Administrative Law (OAL) on September 29, 2015. OAL approved on Nov. 10, 2015. **With this approval, regulations became operative on Jan. 1, 2016, with a delayed effective date of Jan. 1, 2018 for the requirements related to percent physical contamination.**

For more information, please visit our Compostable Materials, Transfer/Processing Website:

<http://www.calrecycle.ca.gov/Laws/Rulemaking/Compost/default.htm>

To subscribe to or unsubscribe from the Compostable Materials, Transfer/Processing Rulemaking listserv, please go to: Compostable Materials, Transfer/Processing Rulemaking Listserv:

<http://www.calrecycle.ca.gov/Listservs/Subscribe.aspx?ListID=122>

State Water Board and CalRecycle Stakeholder Meetings, Land Application of Compostable Materials and Develop of Performance Measures related to the implementation of the General Waste Discharge Requirements for Composting Operations (Compost General Order)

The State Water Resources Control Board (State Water Board) and the Department of Resources Recycling and Recovery (CalRecycle) will jointly host an education and outreach meetings regarding land application of compostable materials. The meetings were held June 14 and June 23. All attendees are required to sign in and register through CalRecycle at [2016 Land Application Meeting](#). A quorum of State Water Board members may be present at the meetings, however, no action will be

taken by the Board. The agendas and other information will be posted at http://www.waterboards.ca.gov/water_issues/programs/compost/.

The purpose of this meeting is to provide an overview of regulatory requirements and education and outreach regarding land application of compostable materials in California. This meeting is open to all and is intended for the regulated community and broader stakeholder groups.

The State Water Resources Control Board (State Water Board) will also host informal stakeholder meetings to develop performance measures related to the implementation of the General Waste Discharge Requirements for Composting Operations (Compost General Order). The purpose of the meetings is to conduct a brainstorming event with stakeholders. The discussions will focus on obtaining stakeholder input on performance measures. The meetings were held June 14, June 23, and August 15. The agendas and other information are posted at: http://www.waterboards.ca.gov/water_issues/programs/compost/. The SWRCB is reviewing the comments received at these meetings.

Resolution No. 2015-0054 directs State Water Board staff to work with representatives of the Regional Water Quality Control Boards (Regional Water Boards), CalRecycle, the Air Resources Board, the California Department of Food and Agriculture, the compost industry, and other interested stakeholders to develop performance measures related to the implementation of the Compost General Order, including both environmental outcomes and process-related measures.

Covered Electronic Waste Recycling Program

Designated Approved Collectors

CalRecycle heard and approved a Request for Approval (RFA) at its December public monthly meeting relating to designated approved collectors within the covered electronic waste (CEW) program. This RFA seeks approval to file emergency rules with the Office of Administrative Law that will revise and reform certain aspects of the designation provision in the CEW program. Specifically, the proposed rules will strengthen the ties between the local government designating authority and the designated approved collector, clarify that a designation is a local government program subject to Form 303 HHW reporting requirements, establish regular reporting requirements between designated collectors, local governments, and CalRecycle, and delineate mechanisms and conditions under which designations may be invalidated or terminated.

The approved rules will now be filed with the Office of Administrative Law (OAL), with an effective date anticipated in late March. Local governments seeking to maintain an existing designation must issue new designations with compliant content within 150 days of the effective date of the new rules.

More information can be found at the CalRecycle Public Notice website:

<http://www.calrecycle.ca.gov/Actions/PublicNoticeDetail.aspx?id=1951&aiid=1782>

Finalizing Existing Emergency Rules

CalRecycle presented an agenda item at the January 24th Monthly Public Meeting and obtained approval to initiate the formal rulemaking process to finalize two current emergency rule packages as well as modify and clarify other rules within the CEW recovery and recycling program. Public Notice: <http://www.calrecycle.ca.gov/Actions/PublicNoticeDetail.aspx?id=1994&aiid=1818>

Draft content of proposed rules was previously presented at a December 20, 2016 stakeholder workshop. The Public Notice for that workshop, along with an agenda, presentation documents, draft proposed rules and guidance material, is posted at:

<http://www.calrecycle.ca.gov/Actions/PublicNoticeDetail.aspx?id=1935&aiid=1770>

The proposed rules affect areas within Chapter 8.2 of Division 7 of Title 14 of the California Code of Regulations, primarily serving to finalize two existing emergency regulation packages adopted in 2015. Those rules address: 1) the assessing of civil liabilities pursuant to the authority granted under Public Resources Code (PRC) section 42474, and 2) the management of treatment residuals derived from the dismantling of CEW. In addition to other general edits, the proposed rules also clarify aspects of definitions, applicability and limitations, documents and records, net cost reports, applications, prohibited activities, appeals, requirements for collectors and recyclers, claims, cancellation, and manufacturer payments.

Future of Electronic Waste Management in California Project

CalRecycle will hold its second public workshop of this project March 15 to continue to consider what adjustments will be necessary in the future of electronic waste management in California. The workshop will include a brief CalRecycle staff overview of the project status, followed by an in-depth discussion of the background documents prepared for the day's conversation. Please note that the documents are NOT CalRecycle policy proposals to adjust the existing CEW system. Instead, they are responsive to input at the previous workshop and are intended for discussion purposes, using a specific product category (printers) to illustrate the issues that would need to be considered before moving forward with any specific proposal. For more information, see the Public Notice:

<http://www.calrecycle.ca.gov/Actions/PublicNoticeDetail.aspx?id=1953&aiid=1783>

Mattress Stewardship

The Mattress Recycling Council (MRC) submitted the Used Mattress Recovery and Recycling Plan and Budget to CalRecycle on July 1, 2015. As directed by the Used Mattress Recovery and Recycling Act [Chapter 388, Statutes of 2013, Public Resources Code sections 42985-42994, CalRecycle approved the Budget and granted conditional approval of the Plan on October 1, 2015. Final approval was pending submittal of a revised Plan that adequately addresses the issues outlined in the September 15, 2015, Request for Approval. The MRC submitted a revised Plan to CalRecycle on November 30, 2015. At the January 26, 2016 Public Meeting, staff recommended approval of the revised Used Mattress Recovery and Recycling Plan.

The Mattress Recycling Council (MRC) submitted the 2017 Used Mattress Recovery and Recycling Plan Budget (2017 Budget) to CalRecycle on June 21, 2016. As directed by the Used Mattress Recovery and Recycling Act [Chapter 388, Statutes of 2013 (Hancock, Senate Bill 254)], Public Resources Code (PRC) sections 42985-42994, CalRecycle must approve or disapprove the Budget on or by October 1, 2016. An item was presented at the September 20, 2016 Public Meeting recommending approval of the proposed budget.

CalRecycle's Used Mattress Program Home Page (www.calrecycle.ca.gov/mattresses/) contains information regarding the Used Mattress Recovery and Recycling Act and CalRecycle's responsibilities under the law. To receive periodic messages regarding CalRecycle's used mattress management activities, please sign up for the Mattress Product Stewardship Listserv at www.calrecycle.ca.gov/Listservs.

Additional information on the Mattress Recycling Council's efforts can be found on their website: www.mattressrecyclingcouncil.org/california.

The plan is posted on CalRecycle's website at: <http://www.calrecycle.ca.gov/Mattresses/Plans/default.htm>.

The Mattress Recycling Council has also posted the proposed plan on their website at: <http://www.mattressrecyclingcouncil.org/2015/07/mrc-submits-its-california-recycling-plan-for-review/>

Carpet Stewardship Program

In September 2015, the Director found the 2014 Annual Report submitted by Carpet America Recovery Effort (CARE) to be non-compliant because it did not demonstrate the Program is making continuous and meaningful improvements toward achievement of its goals. The Director concluded additional improvements must be made for the Program to meet statutory requirements. CARE was directed to submit a Plan Amendment(s) and revised budget by November 30, 2015, to address CalRecycle's key findings.

CARE submitted Addendum #2 on October 9, 2015 to establish grant and loan options for the Program. CalRecycle approved an initial grant solicitation ("Cycle 1"), for up to \$3 million dollars, as a 1-year pilot with certain conditions. These conditions include (among others):

- a requirement that at least 50% of funding is for testing performed in California, or infrastructure to be installed in California;
- use of funds cannot negatively impact existing collection or processing infrastructure;
- funds are used for capital expenses and/or product testing, and not for disposal costs; and
- grantees must process California postconsumer carpet during and for at least five years after the award.

CARE submitted Addendum #3 on November 30, 2015 to address remaining issues outlined by CalRecycle in its review of the 2014 Annual Report.

At the January 26, 2016 Public Meeting, the CalRecycle Director approved Addendum #3 as submitted. This did not change the non-compliance status of CARE's 2014 Annual Report.

2015 Annual Report Carpet America Recovery Effort (CARE) submitted the California Carpet Stewardship Program Annual Report (Annual Report), covering the 2015 calendar year, on June 30, 2016.

The Annual Report may be downloaded from CalRecycle's website:

<http://www.calrecycle.ca.gov/Carpet/Results/default.htm>

With respect to compliance, CalRecycle refers primarily to the documents that govern the California Carpet Stewardship Program, those are [Statutes of 2010 \(AB 2398\)](#), [Regulations \(Title 14, Div 7, Chapter 11, Article 1.0. Product Stewardship for Carpets\)](#) and the [approved Carpet Stewardship Plan](#).

At the September 20, 2016 Public Meeting, an item was presented related to the 2015 Annual Report. Based on the Statewide Technical and Analytical Resources (STAR) staff findings that several key components of the *2015 Annual Report*, as well as previous *Annual Reports*, are noncompliant, the Director found CARE to be noncompliant and directed the Waste Evaluation and Enforcement Branch (WEEB) to verify findings and other potential violations of the statute and regulations and, if warranted, consider action(s) including but not limited to imposition of civil penalties, a compliance schedule, or other options to achieve compliance. WEEB's made the following recommendation at the December 20, 2016, monthly public meeting:

After looking at the facts, WEEB evaluated potential enforcement options (imposition of civil penalties, compliance schedule, or other options to achieve compliance) and believe that pursuing civil penalties (in coordination with the legal office) through an accusation for penalties on CARE is the most appropriate course of action at this time.

Carpet America Recovery Effort (CARE) submitted to CalRecycle a new Carpet Stewardship Plan (Plan) titled "[California Carpet Stewardship Plan 2017-2021](#)" on October 15, 2016. The following is a direct link to the proposed 2017-2021 Plan: <http://www.calrecycle.ca.gov/Carpet/Plans/2017Plan.pdf>.

The Plan was considered at the December 20, 2016 public meeting. CalRecycle's Director disapproved CARE's Plan on December 22, 2016 for reasons explained in CalRecycle's [Request for Approval \(RFA\)](#), dated December 20, 2016, and directed CARE to submit a revised 2017 Plan, within 60 days, that addressed the Findings contained in the RFA. CARE is allowed to continue to operate under the existing [Carpet Stewardship Plan](#) until a new Plan is approved, but no more than 120 days. If a revised Plan is not approved within 120 days, staff is directed to take enforcement action as appropriate against manufacturers of carpet sold in California that is not subject to an approved plan.

To subscribe to or unsubscribe from the Carpet Product Stewardship Listserv, please go to <http://www.calrecycle.ca.gov/Listservs/>.

CARE Announces \$2.4 Million in Grant Awards for Carpet Recycling

The Carpet America Recovery Effort (CARE) has awarded approximately \$2.4 million in grant funding for eight capital improvements and three product testing projects that utilize post-consumer carpet. Grant applicants selected for awards are: American Fiber Cushion, Carpet Solutions, GHD, Inc, Landfill Clear, Rethink Green, SafePath Products, Sierra Rubber Company, South Bend Modern Molding, West Coast Rubber Recycling, and XT Green. For more information about awards visit <https://carpetrecovery.org/care-announces-2-4-million-in-grant-awards-for-carpet-recycling/>

For more information on the Carpet Stewardship Program and carpet materials management in general, visit CalRecycle's Carpet Materials Management web page at www.calrecycle.ca.gov/carpet.

Beverage Containers

A large recycler, RePlanet, closed almost 200 certified recycling centers throughout the state effective January 31. These centers primarily purchased only California Redemption Value (CRV) beverage containers. This represents a mere 10% of all certified recycling centers; however, the majority of these closures were located in Northern California.

We wanted to make you aware that your jurisdiction may receive calls from concerned residents about reduced recycling opportunities. Please direct these callers to 1-800-RECYCLE.

We will offer these callers following options:

- To find other recycling opportunities, a list of operational programs is available on our website. Users can input a local zip code, and the nearest recycling center, or other program, will be displayed. <http://www.calrecycle.ca.gov/BevContainer/Recyclers/Directory/Default.aspx?lang=en-US>.
- In some areas, new recycling center operators may fill the vacancy left by rePlanet. Consumers with small amounts of material may be able to hold onto the material until that happens.
- In other areas, after a few months of no service from a certified recycling center, some retailers who sell CRV beverage containers may be required to redeem in store, and consumers can return the containers there for a return of the CRV they paid.
- Consumers who do not wish to receive their CRV back can either donate material to certified drop-off or collection programs, nonprofit community service programs, or place materials in their curbside recycling bin, if they have access to such a program.

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

Belvedere: Date: April 5, 2017

Corte Madera: To: Local Task Force Members

County of Marin: From: Steve Devine, Program Manager

Fairfax:

Larkspur: Re: Update from Staff on Recent and Ongoing Activities

Mill Valley: Staff will provide an update on recent and ongoing activities.

Novato: **Recommendation**

Ross: Receive oral report. Information Only.

San Anselmo:

San Rafael:

Sausalito:

Tiburon:

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MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere: Date: April 5, 2017

Corte Madera: To: Local Task Force Members

County of Marin: From: Steve Devine, Program Manager

Fairfax:

Larkspur: Re: LTF Member Attendance Log

Mill Valley: Per direction from the LTF, the following attendance log is maintained and published in each LTF agenda.

Novato:

Ross: Currently there is no JPA policy on length of terms or removing members for lack of attendance.

San Anselmo:

San Rafael: **Recommendation**
Receive and File. Information Only.

Sausalito:

Tiburon:

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Representative	Feb 2017	Jan 2017	Oct 2016	Aug 2016	Mar 2016	Jan 2016	Oct 2015	Apr 2015	Feb 2015
Quorum?	Yes	Yes	No	No	Yes	Yes	No	Yes	Yes
<i>Haulers/Facilities</i>									
Garbarino (MSS)	No	No	No	No	Yes	No	No	Yes	Yes
Iavarone (MVRS)	Yes	No	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Khany (Redwood L.)	Yes	Yes	Yes	No	No	Yes	Yes	Yes	Yes
Christie (BCRS) Alt	No	No	No	No	No	No	No	No	No
<i>Special Districts</i>									
Greenfield (LGVSD)	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes
Johnson (Nov. San.)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Schriebman (LGVSD) Alt	No	No	No	No	No	No	No	No	No
Vacant	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
<i>Environmental Orgs</i>									
Haskell (Sierra)	No	No	No	No	No	No	No	No	No
Kies (Sustainable Novato)	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes
Pardi (NatureBridge)	No	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes
<i>Public Members</i>									
Bartshire (SR)	Yes	No	No	No	No	No	No	Yes	n/a
Goddard (Ross Valley)	Yes	Yes	No	Yes	Yes	No	No	Yes	Yes
Green (County)	No	Yes	Yes	No	Yes	No	No	Yes	No
Irwin (Southern Marin)	Yes	No	No	Yes	Yes	Yes	Yes	No	Yes
McCarron (Novato City)	No	No	No	Yes	No	Yes	No	Yes	No

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MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere: Date: April 5, 2017

Corte Madera: To: Local Task Force Members

County of Marin: From: Steve Devine, Program Manager

Fairfax: Re: LTF 2017 Subcommittees Report and Election of Chairs

Larkspur:

Mill Valley: At your last meeting, the LTF established three Subcommittees for 2017:

Novato: 1). Schools,

Ross: 2). Organics and

3). Extended Producer Responsibility.

San Anselmo: Additionally, at the meeting, the LTF identified interest in the Subcommittees from the following LTF Members:

San Rafael:

Sausalito: Schools: LTF Members: Goddard, Khany, Bartshire, Iavarone, and Pardi. Others: Kim Scheibly suggested Izzy Parnell from MSS.

Tiburon: Organics: LTF Members: Kies, Irwin, Iavarone, Khany. Others: Scheibly.

Extended Producer Responsibility: LTF Members; Johnson. Others: Kim Scheibly suggested Kathy Wall from MSS.

The Organics Subcommittee met since the last LTF Meeting and can report out from that meeting. That Subcommittee elected Kim Scheibly the Chair. Staff recommends the LTF appoint a Chair for the Schools and EPR Subcommittee to facilitate better conduct of the meetings. For reference a guide to operating more efficient committees is attached along with the agenda item on this subject from the last LTF meeting.

Recommendation

Adopt a Motion appointing Chairs for the Schools and EPR Subcommittees. To comply with the Brown Act and noticing requirements, attendance in any one LTF Subcommittee should not exceed a quorum of the full LTF membership.

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MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT
JOINT POWERS AUTHORITY - AB939 LOCAL TASK FORCE
PROCEDURES

SECTION 1 – SUMMARY OF PURPOSES AND RESPONSIBILITIES

- Identify solid waste management issues of county-wide or regional concern
- Make recommendations to the JPA Board regarding updates and maintenance of the County Integrated Waste Management Plan including the five-year review(s) as set forth in Public Resources Code Sections 41770 and 41822
- Monitor and review proposed legislation related to integrated waste management. If determined appropriate, propose recommendations to the Joint Powers Authority Board regarding advocating for legislation that will assist the County in meeting its goals pursuant to the California Integrated Waste Management Act
- Consider recommendations to the Joint Powers Authority Board regarding ordinances and/or minimum standards for possible adoption by local jurisdictions to assist in meeting the goals according to the California Integrated Waste Management Act and related legislation

SECTION 2 – MEMBERSHIP

The Marin County Hazardous and Solid Waste Management Joint Powers Authority Board has determined that the Local Task Force membership shall include at least two representatives of waste haulers, with two alternate members for those positions, three representatives of environmental organizations, two representatives of special districts involved in the regulation and disposal of waste, and five public representatives appointed by the member agencies serving on the Joint Powers Authority Executive Committee.

Local Task Force members shall be appointed by the Joint Powers Authority Board of Directors, with the exception of the five public representatives which will be appointed by the respective member agency serving on the Joint Powers Authority Executive Committee.

SECTION 3 – MEETINGS

Local Task Force regular meetings will be held monthly on the first Wednesday of each month in the offices of the Marin County Department of Public Works or other available locations. All regular meetings shall comply with the noticing, agenda, and comment requirements of the Brown Act (Government Code §54950 et seq.). Special meetings may be called by the Chair or by a majority of the members, and held in accordance with the requirements of the Brown Act.

SECTION 4 – QUORUM, VOTING, AND RULES OF ORDER

A quorum for the transaction of business shall exist when a majority of the appointed members are present. When a quorum is present, action may be taken by the Local Task Force upon the affirmative vote of a majority of the members present, unless a greater voting requirement is prescribed by statute. Meetings of the Local Task Force shall be governed by Robert's Rules of Order.

SECTION 5 – ELECTION OF OFFICERS, TERM, AND DUTIES

The officers of the Local Task Force shall be the Chair and Vice-Chair. Elections will be held at the first meeting of the calendar year and the Chair and Vice-Chair will assume responsibilities immediately. The term of the Chair and Vice-Chair shall be one year.

If at any time the Chair vacates this position, the Vice-Chair shall assume the role of Chair for the remainder of the elected term and is authorized to appoint a new Vice-Chair to serve the remainder of that elected term.

CHAIR'S DUTIES

1. Conduct meetings
2. Make reports to the Joint Powers Authority Executive Committee and Board of Directors.
3. Other duties as requested by Local Task Force membership

VICE-CHAIR'S DUTIES

1. Acting Chair in the absence of Chair
2. Other duties as requested by Local Task Force membership

Effective Committees: The Basics

Why Committees Don't Work

Typically committees don't work well for many of the same reasons boards don't function effectively: the lack of long-term agendas, reliance on poor or incomplete information, and the failure to distinguish between board level and operational issues. Therefore committees can benefit from many of the same approaches that make board meetings more effective: an overview by the committee chair at the beginning of each meeting, a strategic focus for discussions, prioritized agendas, annual calendar of committee meetings and major decisions, consent agendas, and evaluation of committee meetings.¹

Elements Of Committee Effectiveness

There are at least six elements of committee effectiveness:

- **Written Committee Description.** First, there should be a written description of what is expected of each committee to guide the chair and members. The description should summarize the purpose of the committee, its composition and selection procedure, and the specific duties of the committee. There are several sample committee descriptions in the Tool Section of this chapter.
- **An effective committee chair.** The next element is an effective chairperson. In general, the committee chair should be a board director. This helps to assure that the leadership of the committee is "in sync" with that of the board as a whole. In seeking an effective chair, we're looking for two things: content knowledge and experience relevant to the work of the committee as well as proven leadership and people skills that will be essential if the committee is to work effectively. Of the two, the most important is leadership and people skills. Additional content knowledge is more easily acquired by a committee chair than the ability to lead others.

You want a good leader of people and process, someone who feels confident in guiding committee members to accomplish the task in a timely manner. The role of committee chair requires extra work, time for communication with staff, a willingness to resolve conflicts among members, and a commitment to keep the board chair informed at all times².

There are also some personal characteristics of the effective committee chair that also need to be considered:

¹ Chait, Richard, Holland, Thomas, and Taylor, Barbara, Improving the Performance of Governing Boards, Oryx Press, 1996.

² Andringa, Robert C., and Engstrom, Ted W., Nonprofit Board Answer Book, National Center for Nonprofit Boards, 1997.

- Has confidence in other committee members;
- Wants to release the potential energy of the group;
- Is willing to relinquish some of the chair's formal authority if the job requires it; and
- Is more interested in the committee's success than in his or her own feeling of personal importance.

The good chair is one who can work with people, who can stimulate them rather than brow beat them and can help the group use all the abilities and experiences its members possess and new skills that they develop as they work together.³

The committee chair will be responsible for preparing agendas for the meetings, assigning responsibilities to committee members and doing some of the follow-up to make sure assigned work is being done by members.

- **Members thoughtfully appointed.** The next element of committee effectiveness is members who have been thoughtfully appointed. Each standing committee is generally composed of a core of five to eight members. They should be recruited with the following question in mind: What tasks are the committee responsible for and who among our members possess the skills and experience needed to complete those tasks? As is the case with other forms of volunteer recruitment, every effort should be made to match the needs and requirements of the committee and the skills, knowledge and interests of prospective committee members.
- **Accountability to the board.** The next element of committee effectiveness is clear accountability to the board of directors. This begins with the written committee function that describes what the board expects from the committee. There should also be an effort to link the committee description with relevant strategic plan language. Using a fundraising committee as an example, the committee description would reflect a major goal and supporting strategies that address the issue of association funding. Under the umbrella of the funding goal and strategies, committee leadership would develop an annual fund-raising strategy and supporting work plan in line with the funding strategic goal. This work plan would contain objectives incorporating measurable outcomes, and these measurable outcomes would be the basis for regular reporting of the committee to the board as a whole.
- **Well-run meetings.** The last element of committee effectiveness is well run meetings. In a sense, if a committee reflects the first five indicators of effectiveness -- a clear description of its work, a chair that knows how to lead, a solid match between the interests, skills and experience of individual members on the one hand, and the needs and requirements of the committee on the other, a good mix of members, and direct accountability to the board --we will have the

³ O'Connell, Brian, Operating Effective Committees, Independent Sector, 1988.

makings of excellent committee meetings. It will still be important to provide for meeting space that matches the needs of the group, a written meeting agenda and any necessary information mailed out to members in advance of the meeting.

Additional Practices to Enhance Committee Effectiveness

Evaluating Committee Meetings

At the end of each committee meeting, the chair can ask for written or oral comments about the session. In some organizations, this is a feature of every meeting and is referred to as the "check out." A relatively small investment of time can produce continuous improvements in the work of the committees. Immediate feedback from members can be solicited on how well the meeting achieved its purposes, if members stayed on task, and if there is anything that can be done to improve effectiveness of future committee meetings.

Annual Committee Calendar Of Major Decisions And Meetings

An annual committee calendar of major decisions and meetings is suggested. The committee calendar should also be tied into the overall annual board calendar so that efforts are unified and coordinated for maximum impact. Scheduling regular meetings of the committee in advance will also help busy people plan far enough in advance to assure good attendance.

Additional Suggestions

Committee effectiveness can also be enhanced through the following practices:

- Provide an orientation for new committee members.
- Make sure that committee members receive an agenda in advance of meetings and have all of the information they will need to complete their work.
- Provide regular and appropriate recognition to active committee members. The chair should also seek out unproductive committee members to find out what is getting in a way of performance and then devising strategies to overcome those barriers.
- Involve committee members in developing an annual committee plan of work and make sure that the committee plans are in alignment with the overall strategic plan of the association.

Sample Committee Meeting Feedback Form

Date: _____

Complete this form before leaving today.

	Excellent	Good	Fair	Poor
Were the issues discussed substantive?	4	3	2	1
Were the materials provided helpful in understanding/resolving the issues?	4	3	2	1
Was the discussion future oriented?	4	3	2	1

How can our next meeting be more productive?

Based on today's discussion, what should we discuss in the future?

What was the most valuable contribution the committee made TODAY to the long-term welfare of the association, its members and the profession?

Please write additional comments below:

Sample Format: Committee Meeting Agenda

I. Call to Order

The chairperson announces the beginning of the meeting.

II.

Roll Call

Check attendance, which may be done by (1) reading a list of members aloud; (2) having assigned seats; (3) passing around an attendance sheet; or (4) having someone sign people in and out at the door.

III.

Approval of the Minutes of the Last Meeting

The appointed secretary or note-taker reads a summary of the last meeting. If there are any corrections or additions to the minutes. If there are none, the minutes stand approved, or they stand approved as corrected if changes are made.

IV.

Members' Reports

Each committee member reports to the group the progress of any activities in which he/she is involved. During reports, the members may solicit help from other members or give instructions to individuals.

V. Old Business

Old Business includes a question that was pending at the last session when it adjourned; any unfinished business that did not come up at the last session; or anything from the last session that was not completed.

VI.

New Business

New items of business are in order at this time.

VII.

Announcements

Announcements must be made before the meeting is adjourned.

VIII.

Adjournment

Adjournment ends not only the meeting but also the session. The next time the committee convenes, it must start from the beginning of the agenda.