

**MARIN COUNTY HAZARDOUS & SOLID WASTE
MANAGEMENT JOINT POWERS AUTHORITY**
(aka ZERO WASTE MARIN)

Board of Directors Meeting
Thursday, February 16, 2023
9:00 A.M.

In Person: 922 Machin Avenue, Womack Conference Room, 2nd Floor Novato
Online: via Zoom Hybrid Format

MEMBERS PRESENT

Adam McGill, Novato
Adam Wolff, Corte Madera
Christa Johnson, Ross
Dan Eilerman, County of Marin (Alt.)
David Donery, (Chair) San Anselmo
Greg Chanis, Tiburon
Heather Abrams, Fairfax

MEMBERS ABSENT

Chris Zapata, Sausalito
Christine Alilovich, San Rafael (Alt.)
Dan Schwarz, Larkspur
Jim Schutz, San Rafael
Matthew Hymel, County of Marin
Robert Zadnik, Belvedere
Todd Cusimano, Mill Valley

STAFF PRESENT

Andrew Shelton
Amy Kolnes
Berenice Davidson
Casey Fritz
Casey Poldino
Kimberly Scheibly

OTHER MEMBERS PRESENT

Cory Bytof (in-person)
Justin Wilcock (in-person)
Dee Johnson (online)
Greg and Kim Christie (online)
Kathryn Coke (online)
Kathy Wall (online)
Rae Carranza (online)
Ramin Khany (online)
Will Dittmar (online)

1. Open Time for Public Comment

No public comments were tendered.

Consent Calendar

2. Approval of the JPA Board Meeting Minutes from November 17, 2022

Motion: by roll call vote to approve the JPA Board Meeting Minutes from November 17, 2022.

3. Resolution No. 2022-01 Making Findings and Determinations Under AB 361 Regarding Virtual Meetings (Action)

Greg Chanis, the Chair, called for public comments and asked if any present would like to pull an item off the Consent Calendar for discussion. No comments or questions from the public or those present were tendered.

Chanis called for a motion to approve the Consent Calendar.
Motion by Dan Eilerman, Second by Heather Abrams. Vote: Unanimous.

The Chair noted on item number three that this was the last meeting that could be held virtually. Subject to state law, the next meeting would be held in person.

Regular Agenda

4. Introduction of the new Executive Director

Berenice Davidson stated it was her pleasure to introduce County of Marin Department of Public Works Planning Manager Kimberly Scheibly as the new Executive Director of Zero Waste Marin. Davidson noted Scheibly's extensive experience in the industry, her passion for this work and that the subcommittee unanimously recommended her as the top candidate for this position.

Scheibly shared her excitement and how she envisioned her experience serving the community in this position.

Donary opened it up to the board for questions.

Abrams, Eilerman, and all others on the board welcomed Ms. Scheibly to the Board and shared their eagerness to have her expertise and assistance in helping the board achieve its mission.

Donary asked for public comments. None were tendered.

5. Updates from Interim Director

Davidson said she had five items. The first item was introducing two Senior Planner's from the County of Marin, Department of Public Works Waste Management Division. Senior Planner, Amy Kolnes, is helping the County with SB 1383 compliance, procurement, and recycling-related software. Senior Planner Casey Fritz assists Zero Waste Marin with marketing and outreach to educational institutions.

Kolnes and Fritz expressed their excitement and individually listed their education and previous employment experience.

Davidson's second item was that the Board's SB 1383 Compliance Consultant, R3, hoped to brief the JPA/ZWM Subcommittee, the new Director, and the new Executive Director on its study session and will possibly bring recommendations before the next Board meeting on the 16th of March.

Casey Poldino interjected that the subcommittee meeting on the SB 1383 MOU is on Monday, February 27th at 10:00 AM.

Third, Davidson reported that the contract with PlaceWorks is finalized. Davidson noted that the contract calls for a multi-jurisdictional, regional approach to SB 1383 compost and procurement compliance. The kickoff meeting is scheduled for February 2.

Forth, Davidson advised the Board of the SB 939 Local Task Force. Davidson noted that this body had not met in person for over two years due to the State of Emergency Order due to COVID-19. Davidson said this twelve-member body is currently recruiting for four openings. Davidson committed to a more comprehensive update to come for the March meeting.

Lastly, Davidson reminded the Board of the Annual Zero Waste Marin Reimbursement Program. All municipalities and special districts are eligible for SB 1383 compliance work reimbursements. All related monies need to be spent by May 2. Requests forms for funds are due by May 20. Guidelines can be found at zerowastemarin.org, and Board members can reach out to or connect their staff to Poldino for further questions.

Donary opened the floor for questions or comments.

Eilerman thanked Davidson for serving as Interim Executive Director. Eilerman recalled that San Rafael had withdrawn from the HHW program and wanted to ensure everything was still on track and asked if that would still be part of the budget discussions for the July 1 takeover.

Davidson answered that the County is transitioning to take over that program as of July 1. Davidson reminded the Board that they approved hiring a new staff member to manage the program and that they are in the process of opening that recruitment.

Poldino added that Andrew Shelton and Kathy Wall have been working on the transition regarding insurance, EPA ID numbers, and all the work needed to get the program up and running and regulated. Poldino said they would bring Scheibly up to speed and start working with legal.

Chanis stated he remembered seeing an advertisement or an email regarding the four openings on the Local Task Force. He asked Davidson if they could resend him these communications to share with others. Poldino and Davidson confirmed they would resend it.

Donary asked for public comments. None were tendered.

6. Update from Marin Biomass Group Liaison

Davidson stated that The Marin Biomass Project is one of five pilot projects selected in 2021 by the Governor's Office of Planning and Research (OPR) and awarded a \$500,000 grant to identify solutions that overcome barriers to biomass feedstock utilization. The Board voted to have a staff member act as a liaison to keep the board updated.

The liaison, Shelton, presented a report summarized as follows:

The Marin Biomass Project was developed to explore sustainable uses of biomass feedstocks being generated in Marin County.

The Project addresses increasing flows of biomass materials generated by wildfire prevention activities and by landfill diversion efforts.

These materials include woody biomass generated by woodland thinning and landscape trimmings to source-separated and mixed organic streams generated by the collection of metropolitan wood debris, food scraps, yard materials, and agricultural biomass. Strategic coordination and capital investment are needed to turn these materials into ecologically sound, value-added products that could lead to economic opportunities in the County.

The Project will ensure that biomass utilization pathways support wildfire prevention and landfill diversion while also reducing greenhouse gas (GHG) emissions.

The Project has been developed to be collaborative and to foster cooperation among stakeholders in biomass utilization, particularly the public authorities who oversee and the private organizations that manage biomass management infrastructure and processes. Development of a forum, called the "Marin Biomass Collaborative" is already underway and is intended to support rapid implementation of recommendations developed during the Study.

Chanis asked the board for questions.

Eilerman asked if the community demand is sufficient to reuse this additional biomass required by SB 1383 or if we might have to go outside of the community.

Davidson replied that we are currently using PlaceWorks to study this and we will have this conversation when the study is complete.

Adam McGill asked what types of infrastructure they are looking at to increase biomass diversion.

Shelton answered that this part of the Marin Biomass study would answer these questions.

Davidson added that this undertaking was to bring recommendations to the Board and that this study would bring to the Board data to make those decisions that will answer those questions.

Donary asked for public comments. None were tendered.

7. Elect Board Chair and Vice Chair

Chanis stated it was a great pleasure to motion to approve the nomination of Abrams as the next Chair. Second: McGill.

Chanis asked for public comments. None were tendered.
Vote: Unanimous.

Chanis called for a motion to nominate a Vice Chair.

Christa Johnson nominated Todd Cusimano.

Donary asked for public comments. None were tendered.

Second by Adam Wolf. Vote: Unanimous.

8. Elect Southern Marin Cities & Ross Valley Cities Reps to the Executive Committee

A discussion of the roles and responsibilities for the Executive Committee to place.

Chanis motioned to nominate Cusimano as Southern Marin Cities Rep. and Abrams as Ross Valley Cities Rep. Second: Johnson.

Donary asked for discussion or public comments. None were tendered.

Vote: Unanimous.

9. Appoint Budget Subcommittee Members and Approve a FY 23-24 Budget Development Process and Schedule

A discussion of the roles and responsibilities for the Budget Subcommittee took place.

Chanis stated following past practice he would motion to nominate Abrams, Cusimano, and Eilerman as Budget Subcommittee Members. Second: Chanis.

Donary asked for discussion or public comments. None were tendered. Vote: Unanimous.

10. Adjournment

The next JPA Board Meeting is scheduled for March 16, 2023 at 9:00 AM

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

Motion: _____ Second: _____

Ayes _____

Noes: None _____

Abstentions: None _____