

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Board of Directors Meeting - Minutes

Thursday, October 19, 2023

8:45 A.M – 9:45 A.M

Hybrid: 922 Machin Avenue, Womack Conference Room, 2nd Floor, Novato

MEMBERS PRESENT

Adam Wolff, Corte Madera
Cory Bytof, City of San Rafael (Alt.)
Catie Thow Garcia, Sausalito (Alt.)
Heather Abrams, Fairfax
Jessica Deakyne, Novato (Alt.)
Dan Eilerman, County of Marin (Alt.)
Greg Chanis, Tiburon
John Stefanski, San Rafael (Alt.)
Todd Cusimano, Mill Valley
Shannon O’Hare, City of Larkspur
Dan Schwarz, Larkspur
Gretchen Schubeck, Novato (Alt.)

MEMBERS ABSENT

Christa Johnson, Ross
Adam McGill, Novato
Anthony Boyd, Belvedere (Alt.)
Chris Zapata, Sausalito
Christine Alilovich, San Rafael
David Donery, San Anselmo
David Woltering, Ross (Alt.)
Matthew Hymel, County of Marin
Robert Zadnik, Belvedere

STAFF PRESENT

Andrew Shelton
Casey Fritz
Casey Poldino
Kimberly Scheibly
Melody Mitchell
Justin Newsome

OTHERS PRESENT

Meilin Tsao, Recology
Justin Wilcock, Marin Sanitary
Service
Dave Biggio, Mill Valley Refuse
Service
Greg Christie, Bay Cities Refuse
Holly Lawrence, City of San Rafael
Matt McCarron, City of Novato

Public

Cole Yoxall – Recology Sonoma-
Marin
Phoebe Goulden – Town of Corte
Madera
Sean Youra – Towns of San
Anselmo & Fairfax
Grace Ledwith – City of Mill Valley

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Call to Order

1. Remote Public Participation Instructions

Information only.

2. Open Time for Public Comment

No public comments were tendered.

Consent Calendar

3. JPA Board Meeting Minutes from September 21, 2023

Motion to approve the JPA Board Meeting Minutes from September 21, 2023.

Motion: Dan Eilerman. Second: Todd Cusimano. Abstain: Heather Abrams. Vote: Unanimous.

Regular Agenda

4. Executive Director Report

Kimberly Scheibly reported Zero Waste Marin's new Staff hiring for the Senior Planner for the HHW programs, and new Waste Management Specialist starting October 30th. For the two Senior Program positions, ZWM interviewed six candidates on (October) 16th and four of them have passed on to round two interviews, scheduled for next Monday.

A reminder was given to the cities, towns, and county, ZWM Staff are receiving phone calls from various staffers from jurisdictions confused with their roles in regard to SB 1383.

Vendor contracts for this fiscal year are now in place and work has begun.

Gigantic Idea Studio has been hired for ZWM's advertising and marketing. A new marketing plan for the fiscal year is in place. All social media efforts are in house for cost savings to a revamp of the website.

Casey Poldino has contracted with Agromin to procure 3,588 tons of compost that will be distributed to farmers in Central California. This does fulfill the 30% compliance target for 2023. Poldino is working with West Marin Compost and the Marin Resource Conservation District for a compost giveaway.

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A brief question and answer session was held.

Eilerman had concerns and wanted clarity with SB 1383 on exactly what is covered and what is falling over to Staff. Suggested regional talks to help bring clarity for all Board members regarding SB 1383.

Heather Abrams suggested organizing a meeting with town and city staff regarding Eilerman's concerns.

Scheibly agreed with Eilerman's concerns and took Abrams's suggestion for organizing a meeting and will follow up with the Board.

There were no further comments from attendees.

5. ZW Programmatic Subcommittee Update

Scheibly gave an update confirming the Subcommittee met on October 6th and discussed the CalRecycle assistance grant and the implication of this grant if awarded to the JPA on the Zero Waste Reimbursement program. Member agencies historically have expressed difficulties spending the grant and reimbursement money, while others are concerned if the reimbursement funds were no longer in existence on-going programs would not have necessary funding, specifically Climate Corp Fellows. If ZWM applies on behalf of JPA, member agencies that opt out would not benefit from any of the suggested uses for the money.

Staff proposed spending the local assistance grant of almost 1.1 million supporting new obligations outlined in SB 1383 Letters of Agreement. ZWM Staff would manage all aspects of the grant. The subcommittee recommended applying collectively as a JPA but with no formal decision made for a new reimbursement plan for each member agency to use at their discretion. Scheibly will bring the topic back up to the sub and executive committees for a decision.

Grant funding of this size could pose challenges to the budgeting process and may lead to a decrease in assessments for 2024 and 2025. The JPA budget will be discussed with the Executive Committee and with the Budget Subcommittee.

The Budget Subcommittee will meet before the next JPA Board meeting to discuss this topic. Scheibly proposed a recommendation that the Board adopt a motion to have ZWM apply for the CalRecycle local assistance grant on behalf of all member agencies.

A brief question and answer session was held.

Eilerman asked if an agency opts out would they still be able to apply.

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Scheibly answered that agencies that opted out would not be provided educational outreach, inspection and enforcement, and procurement. However, if an agency that opted out had an assignment outside of that they would be able to apply.

Cory Bytof questioned the tradeoff between agencies applying individually which would not impact the assessments and if applied for collectively then it would impact the assessments. Bytof also asked for clarification of the trade-off.

Scheibly did not have the budget impact regarding Bytof's concern at the time but confirmed it would not impact the current budget as the money would be available in April or May 2024.

Public Comments were made.

Motion to authorize Zero Waste Marin to apply for the CalRecycle Local Assistance Grant on behalf of all member agencies.

Motion: Chanis. Second: Bytof. Vote: Unanimous.

6. CalRecycle Grant Resolutions

Poldino addressed the Board. CalRecycle has changed its resolution requirements for some of their grant programs. To submit an application for CalRecycle Household Hazardous Waste Grant and Local Assistance Grant the Board needs to approve two revised resolutions to allow the JPA to apply. ZWM applied for the HHW Grant submitted the grant on August 15th and was informed that a new resolution was needed. Once the resolution is signed, it will be submitted to CalRecycle. The new resolutions have followed passed resolutions that the Board approved which allowed JPA to apply to all applicable grants.

Recommended grants:

1. The Board adopt a motion approving and directing the Chair to sign attached resolutions.
2. Motion to approve and sign a letter of authorization for the Local Assistance Grant.

Sample letter in packet is needed to be put on letterhead and signed by Board member and sent to ZWM Staff to submit the packet November 15th. Also, copies are needed for the amended JPA agreement with Board signatures.

Motion approving and directing the chair to sign the attached resolutions.

Motion: Chanis. Second: Cusimano. Vote: Unanimous

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Motion to sign the Letter of Authorization for the local assistance grant.

Motion: Chanis. Second: Cusimano. Vote: Unanimous

7. Annual Report Presentation

Casey Fritz, Senior Planner, presented ZWM's measurable impact of program accomplishments for the fiscal year 2022-23. Staffing improvements include the hire of the new Executive Director. Since 2015 the School's Program is now supporting 35 schools and during the previous fiscal year the first platinum certified school site was achieved (Strawberry Point of Mill Valley). The Household Hazardous Waste facility is now under the supervision of ZWM for this fiscal year. The Edible Food Recovery Program is underway and is being built out by the designated contractor.

Some goals for the upcoming fiscal year 2023-24 include Staff hirings that have been approved for the budget, expanding the Take Back Program and developing strategies for education for community events in member agency jurisdictions. Staff will also update and refine ZWM's workplan and continue to focus metrics and measurable impact programs.

A brief offering of congratulatory Board member comments were made.

8. Zero Waste Marin Mission Statement

Poldino read the mission statement. Board member and Staff provided feedback, and the resulting mission statement was approved as:

"Our mission is to protect natural resources by promoting source reduction of waste through reuse, repair, and more mindful purchasing. To make recycling and composting easy, we offer a variety of programs including: HHW, schools outreach education. These programs align with countywide goals to act on climate change to promote healthy, safe, and sustainable communities."

Motion approving the mission statement as read.

Motion: Cusimano. Second: Cory Bytof. Vote: Unanimous

9. Suggested Agenda Items for November Meeting

Legislative update
Introducing new Staff

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Set 2024 agenda schedule
Updates on SB1383

- 10. Adjournment
Next meeting TBD

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

Motion: _____ Second: _____

Ayes: _____

Noes: _____

Abstentions: _____