

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

AB 939 Local Task Force Meeting  
Tuesday, August 29, 2023  
1600 Los Gatos Drive, Suite 211  
San Rafael, CA 94903

**MEMBERS PRESENT**

Greg Christie, Bay Cities Refuse  
Alice Cochran, City of San Rafael  
Renee Goddard, Ross Valley Cities  
Dee Johnson, Novato Sanitary District  
Vicki Nichols, Marin Conservation League  
Adam Ratner, Marine Mammal Center

**MEMBERS ABSENT**

Ramin Khany, Redwood Landfill  
Matt McCarron, City of Novato

**STAFF PRESENT**

Casey Fritz  
Melody Mitchell  
Kim Scheibly

**OTHERS PRESENT**

Ruben Hernandez, Marin Sanitary  
Service  
Meilin Tsao, Recology  
Dale McDonald, Las Gallinas Valley SD

1. Open Time for Public Comment

Members, staff, and attendees went around the room and introduced themselves. No other public comment was tendered.

2. Approval of the March 24, 2023, JPA LTF Action Minutes

Motion: by Ms. Nichols to approve the March 24, 2023, JPA LTF minutes with the following corrections: 1) the inquiry regarding the Form 700 requirements, Ms. Fritz clarified that after finalizing questions regarding the Form 700, all Board memberships have been extended from July 1, 2023, to June 30, 2024, and she will be asking members for their Forms 700. 2) Mr. McDonald mentioned his name on the attendees list was incorrect. Second: by Mr. Ratner. Vote: Unanimous.

3. Presentation by Staff on LTF Vision and History

Ms. Goddard presented the item and Ms. Scheibly delivered a PowerPoint presentation on the LTF vision and history.

Ms. Scheibly stated that she and Ms. Fritz have been reviewing how other Counties have conducted their LTFs, especially Los Angeles County's model, in order to better clarify the roles of the Board members. They would like to focus on concrete, actionable recommendations to the JPA Board. She asked that the Board stay up to date with local, regional and State waste issues in order to keep up with the heavy load of State requirements at this time. This will help members build and maintain their expertise and stay focused on relevant issues. Members will need to truly commit to attending in order

to move forward with the work that needs to be done. She stated that they can monitor proposed State legislation, if appropriate, and perhaps add a State regulatory piece to their efforts. She recommended that Mr. Hernandez with Marin Sanitary may be able to assist with this. The Board can also keep track of efforts and ordinances in other areas around the Bay, as well as best practices, and implement them accordingly. She stated that they may want to explore partnerships and how they can partner with others in the community and bring more knowledge. Staff would like to relaunch LTF subcommittees – possible examples include HHW, marketing and technology, program development, once again focusing on the actionable items to recommend to the JPA Board. They are also looking into restructuring the meeting, with the possibility of adding a legislation and policy update including what staff is noticing out in the media or elsewhere. They would also wish to see the LTF subcommittees report out to the JPA on their findings and recommendations.

A question-and-answer session was held afterwards in which staff answered questions from members.

#### 4. Review the Approved Amendments to the LTF Procedures

Ms. Fritz reviewed the procedures adopted for the LTF, which were recently amended by staff and approved by the JPA Board and asked that members review it carefully. She stressed that regarding attendance, if a member is not able to attend more than 50% of the meetings, staff requests that the member kindly vacate their position to avoid difficulties of moving forward with business if there is not a quorum.

A question-and-answer session was held afterward, and the procedures and expectations of the Board were clarified by Ms. Fritz.

Ms. Goddard made a recommendation for staff to add a standing item to the agenda specifically for adding future agenda items.

Ms. Johnson asked a question regarding Section 5 of the procedures, Elections – since technically this is the first meeting of the fiscal year and this item was not on this agenda, when will the elections be held? Ms. Scheibly answered they will be held at the next meeting.

Ms. Johnson also asked a question regarding Section 6 of the procedures regarding attendance – ...LTF members unable to participate in less than 50% of the most recent 10 meetings effective June 1, 2018... and if this sentence still applies. Ms. Scheibly replied that this has been struck from the approved amended version of the procedures.

Ms. Fritz reiterated that these original procedures have not been eliminated, but merely improved upon, and they are effective as of now, and today the Board will be receiving and filing.

Ms. Johnson wanted confirmation that the attendance section in the procedures only becomes effective six months after its adoption. Ms. Scheibly confirmed yes and clarified that this item should be amended, the LTF is currently in a “learning phase” and

she does not want to deter the members from moving forward until they have new people on the Board.

Ms. Goddard wanted confirmation that items will need to be placed on the agenda as an action item before it can receive a 2/3 vote and then approved by the JPA Board, and Scheibly confirmed yes.

Item received and filed.

#### 5. Review and Make Recommendations on Current Outreach and Education Efforts

Ms. Fritz delivered the PowerPoint presentation, a Summary of Current Outreach Efforts. LTF members will then utilize this information to commence review of outreach materials and return to the next LTF meeting with comments and suggestions about possible improvements and next steps on JPA outreach material.

A recommendation and feedback session were held afterwards.

Ms. Nichols expressed concerns regarding multi-unit buildings and how they can reach out to residents about the upcoming SB 1383 recycling mandate. Ms. Scheibly shared that there is a section on the ZWM website where they can find out which hauler is in their area.

Ms. Fritz suggested what would be actionable step for the group is to compile case studies or best practice models that would be applicable across a few different types of areas, a task that could be assigned to a subcommittee, such as education for apartment managers or items of similar nature.

Ms. Scheibly shared that this law is at the generator level, which means infrastructure, such as the proper bins and signage, needs to be there. Therefore, if it is a business, they will need to add this to their budget. If it is a household, they will need to research how to do it. If it is a government, they will need to do the same. She stated that Marin Sanitary would be the best resource in guidance on how to get set up for SB 1383 compliance.

Mr. Hernandez commented that it is key for the group to help facilitate uniformity and consistency across the County with SB 1383 compliance through the JPA, as this will help make it less confusing for residents and businesses throughout the County.

Ms. Johnson shared about one of the items that she wishes to see get accomplished this year with the LTF is to conduct a "fix-it workshop," which is a type of workshop where people can fix and reuse certain items such as electronics. Sonoma County and the City of Berkeley have conducted similar workshops, and there are many ways that it can be done.

Ms. Fritz added that this is in relation to right-to-repair legislation such as SB 244, in which residents are able to repair their own items (hair dryers, toasters, etc.).

Ms. Goddard shared that this would be a great opportunity for the committees to focus on these items, such as the EPR (Extended Producer Responsibility) committee.

Ms. Cochran shared that it would be a good idea to have a representative of the reusable furniture non-profit organization, Make It Home, to come and share about the focus of their organization and potentially serve on the LTF, which helps people furnish their homes with free furniture.

Ms. Fritz stated that she is going to add an item to the next agenda that will focus on forming subcommittees.

Mr. Ratner added that utilizing social media to advertise “buy nothing” organizations would be helpful to get the word out to the public, as well as getting the scope of the audience assessment that Gigantic Ideas Studio conducted to identify beliefs around Zero Waste Marin. He asked if staff could share the completed report to the group and Ms. Fritz replied yes.

Reviewed and filed by staff, who will prepare the recommendations for the next meeting as an actionable item.

#### 6. Decision on Schedule of Future LTF Meeting

Ms. Fritz shared that staff recommends the LTF meet every other month and schedule two weeks before the JPA Board meeting.

Ms. Goddard suggested that the LTF receive the minutes of the previous JPA meeting prior to each LTF meeting.

Ms. Johnson stated that she would prefer that staff pick the day of the week to hold the LTF meetings.

Motion: by Ms. Johnson to approve staff’s recommendation on the LTF schedule, date and time to be determined via a Doodle poll. Second: by Mr. Ratner. Vote: Unanimous.

#### 7. Adjournment

*Next LTF Meeting TBD*

**Recommendation**

Adopt a Motion approving the subject minutes.

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

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

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

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

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