



MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere Corte Madera County of Marin Fairfax Larkspur
Mill Valley Novato Ross San Anselmo San Rafael

BOARD OF DIRECTORS MEETING MINUTES – ITEM 4

DATE November 20, 2025

TIME 10:45 A.M. – 11:45 A.M.

LOCATION San Rafael City Hall, 1400 Fifth Ave
3rd Floor Large Conference Room, San Rafael, CA

BOARD MEMBERS PRESENT

Town of Corte Madera: Phoebe Goulden (Alt)
Town of Fairfax: Heather Abrams
City of Mill Valley: Todd Cusimano (Chair)
City of Novato: Bill Rose
Town of Ross: Christa Johnson
City of San Rafael: Angela Robinson-Pinon

STAFF PRESENT

Kimberly Scheibly (Executive Director)
Casey Fritz (Staff)
Meilin Tsao (Staff)
Kathy Rico (Staff)
Ellie Vendegna (Staff)
Justin Newsome (Admin)

Call to Order Regular Meeting

Regular session was called to order at 10:46 a.m.

1. Remote Public Participation Instructions

2. Open Time for Public Comment (Items not on the agenda)

No comment.

3. Consent Calendar - JPA Board Meeting Minutes from September 18, 2025

No quorum and therefore stricken from agenda. Will be reintroduced on January 15, 2026 agenda.



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4. Executive Director Update

Executive Director Scheibly started by clarifying remote attendance inquiries. Remote attendance is allowed by Zoom for Board Members/Alternates unless there is a need to vote then in-person attendance is required. Ellie Vendegna was introduced as the Program Coordinator with Zero Waste Marin (ZWM).

ZWM has been informed that the HHW Facility Program Manager will be leaving on December 5, 2025, and in accordance with the agreement the position is currently being recruited. In accordance with the agreement, the position is designated as key personnel and ZWM can participate in the selection process.

ZWM meets monthly with the sustainability managers and coordinators in all of the jurisdictions for coordination of efforts and share updates. Recent meetings have focused on Countywide event greening to emphasize reduction of waste and improve recycling and composting. Highlighted efforts include:

- Development of new template language for event permits that clearly outlines waste management plan requirements for large events.
- New brochures with one-page guides by Zero Waste Marin
- Execution of a contract with Race to Zero Waste to provide on-site waste management services
- Expansion of event infrastructure support

The Local Task Force (LTF) meets every other month, during their November 6, 2025 meeting they received a presentation from Green Business Program and an update from the County Environmental Health Services (EHS) staff on the proposed Redwood Landfill expansion. During the January 2026 LTF meeting, Redwood Landfill will present an update on their proposed expansion and EHS staff will also attend to support the discussion.

ZWM recently held two SMART1383 training sessions emphasizing new features and updates. ZWM Staff Amy Kolnes will be available for those needing additional support.

Staff have created a one-page organics flyer to guide jurisdictions on SB1383-compliant purchases of compost and mulch. ZWM will continue to procure compost under the existing Letter of Agreement. The guide will be shared with Sustainability Managers, for questions about compost or mulch procurement, contact ZWM Staff Meilin Tsao. These purchases should be tracked in SMART1383, ZWM Staff Kolnes will be the contact for access and purchase recordings.

ZWM is reviewing Zero FoodPrint as the new Direct Service Provider for the procurement of compost and mulch for calendar year 2026 instead of Agromin. Zero FoodPrint offers a reduced baseline rate of \$14/ton and second option including Climate Action and Benefit reporting and other program support features for \$21/ton. Zero FoodPrint will work with ZWM to potentially procure compost from local producers.



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Agromin added a new program for calendar year 2025 which is bagged compost to the jurisdictions at no extra cost. ZWM will offer bags to community and school gardens and non-profit organizations in Marin and to jurisdiction Parks & Rec Departments. The giveaway event will be Thursday, December 4, 2025 at 9:00 AM–4:00 PM at McGinnis Park in San Rafael.

The MMA retreat is December 12, 2025 and the calendar year 2026 meeting calendar and location will be set. The next Executive Committee Meeting will be December 18, 2025 with the next tentative full Board meeting set for January 15, 2026 but may change depending on the MMA schedule.

Information Only

Board Comments

The Board held a brief Q&A follow-up regarding bagged compost and giveaway specifics

Public Comments

No public comments

- 5. Establishing a \$50,000 procurement authority for the executive director and 2) Delegating the performance of claims administration and resolution of claims**
No quorum and therefore stricken from agenda.

6. Zero Waste Marin Q1 FY 2025-2026 Workplan Report

Executive Director Scheibly introduced new quarterly reporting format, the Quarter 1 report will cover July – September 2025; summarizing key actions, performance metrics, and timelines and organizing them into Operations and Regulatory Compliance, Household Hazardous Waste Programs Zero Waste Programs. This structure also connects directly to the JPA's three fiscal funds, ensuring transparency, accountability for program outcomes, and alignment with state waste reduction mandates. FY 2025–26 Work Plan provides a coordinated framework for long-term planning. Staff recommends that the Board review and provide feedback on the Quarter 1 FY 2025–26 Work Plan Report and offer any direction to staff on revisions or priorities for implementation.

Review and Discussion Only

Board Comments

No comments

Public Comments

No public comments

7. Household Hazardous Waste Program Enhancement Project

ZWM Staff Kathy Rico presented an overview of the Board approved \$500,000 development and implementation updates. The funds were designated to support outreach and engagement initiatives. The highlighted programs were in the reusable battery containers, vape pen study (promoting proper disposal), HHW mailers and outreach materials, and Bilingual Program Promotion (social media, videos, ads, and radio). With continued collaboration with the contracted partners, the battery collection containers have been reviewed by several fire stations for design and safety, in December 2025 the final of the three container options will be decided upon. Additionally, the vape pen study will have the scope of work finalized to begin study implementation.

Review and Discussion Only**Board Comments**

The Board had a follow up question regarding the vape pen study.

Public Comments

No public comments

8. Waste Characterization Study Update

ZWM staff Meilin Tsao shared SCS recommendation for ZWM focus outreach, education, and programmatic changes on food scraps, food-soiled fibers, and other organics across all sectors. With around 3.3% of hauler collected waste and 14% of self-hauled waste studied at Marin Resource Recovery Center (MRRC) contained hazardous materials. It's imperative to expand public awareness and emphasize diversion and sorting, which is in line with SCS's suggestions. With 6.2% of textiles making of Marin's waste stream, SCS advised that ZWM promote and consider hosting a textile and reuse and recovery program.

Over 30% of self-hauled waste is made up of construction and demolition materials, roughly 50% of Marin's waste stream is self-haul according to current data and this highlights the growing need for diversion strategies.

A preliminary draft of an implementation plan has been produced; meetings have been made with the LTF and Programmatic Subcommittee to review and refine the draft recommendations. The key feedback has been to solidify diversion programs and accessibility with a focus on multi-family dwellings for all Marin residents. Additionally, a prioritization of organics diversion to increase efforts for a central strategy for SB1383 compliance.

Staff have made significant progress in accordance with the WCS recommendations, namely the implementation of the updated Household Hazardous Waste (HHW) Program Plan, joined an industry working group to participate in rulemaking and program implementation for SB707 while also expanding clothing swap events at the Reuse and Repair Fairs with conjunction with the Reuse Alliance. A Deconstruction Education Campaign has been launched in collaboration with the LTF.



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The next steps are to focus on public engagement in support of the LTF, program refinement of the pilot programs, and assess the recommendations for integration into the existing program budgets for inclusion into the FY27 ZWM budget development process.

Review and Discussion Only

Board Comments

No comments

Public Comments

No public comments

9. Outreach and Education

ZWM Staff Casey Fritz reported ZWM has entered the second year of working with the communication consultant, Most Likely To, focusing on a unified look and feel across all programs. "Give the Gift of Great Memories" holiday campaign will be getting a look refresh. Spring 2026, ZWM and Most Likely To will continue to build on the Call-to-Action campaign.

ZWM renewed the contract with Reuse Alliance for the second year to continue hosting the Repair Fairs, some of the highlights from year 1 included: 10 Repair Fairs were hosted across Marin County, over 1000 participants and 600 items successfully repaired.

Nine fairs are currently scheduled for this contract year with the dates to appear in the Marin IJ coming up.

ZWM has produced several new outreach materials with a focus on image driven signage. Holiday campaigns are ongoing, including the Holiday Zero Waste checklist and the upcoming Give a Gift of Great Memories campaign. Additionally, website updates have been made to ensure the information is more streamlined.

Review and Discussion Only

Board Comments

The Board shared their appreciation of the social media work of ZWM along with a question regarding metrics tracking on outreach. Additionally, an inquiry was made regarding the CalRecycle compliance audits.

Public Comments

No public comments



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10. Suggested Agenda Items

A suggestion was made to extend an invitation to CalRecycle reps.

Information Only

Board Comments

No comments

Public Comments

No public comments

11. Adjournment

Chair Cusimano adjourned the meeting at 11:31 a.m.



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

Motion: _____ Second: _____

Ayes: _____

Noes: _____

Abstentions: _____