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 Sausalito Tiburon

BOARD OF DIRECTORS MEETING MINUTES – ITEM 4

DATE Tuesday, September 22, 2026

TIME 10:00 A.M. – 11:00 A.M.

LOCATION 1600 Los Gamos Drive, Suite 211 San Rafael, CA 94903

BOARD MEMBERS PRESENT
Town of Corte Madera: Phoebe Goulden (Alt)
County of Marin: Talia Smith (Alt.)
City of Larkspur: Shannon O'Hare
City of Mill Valley: Todd Cusimano (Chair)
City of Mill Valley: Grace Ledwith (Alt)
City of Novato: Gretchen Schubeck (Alt.)
City of Novato: Bill Rose
Town of Ross: Christa Johnson
Town of San Anselmo: Bridget Wipfler (Alt)
City of San Rafael: Angela Robinson Pinon
City of Sausalito: Catie Thow Garcia (Alt.)

STAFF PRESENT
Kimberly Scheibly (Executive Director)
Amy Kolnes (Staff)
Casey Fritz (Staff)
Jenna Brady (ZWM Counsel)
Justin Newsome (Admin)

Call to Order Regular Meeting
Regular session was called to order at 10:00 a.m.

1. Roll Call

2. Remote Public Participation Instructions
Information Only

3. Open Time for Public Comment (Items not on the agenda)
No public comments.

4. Closed Session

Chair Cusimano reported Thursday, October 8, 2026 will be last day for Executive Director Kimberly Scheibly. Two subcommittees have been formed one with the County of Marin with City Manager representatives to make recommendations on recruitment. The second is the Sustainability Coordinators to develop a work plan for the next six months.

An interim plan has been developed, and the board will work with Zero Waste Marin (ZWM) staff for feasibility. The support for ZWM staff was reiterated for the transition moving forward.

The Board also expressed appreciation for the efforts of Executive Director Scheibly and ZWM staff during Scheibly's tenure.

No public comments

Consent Calendar (Items 5- 8)

Approved with one motion.

5. JPA Board Meeting Minutes from August 25, 2026

6. Accept Report on Delegated Contracts for FY 2026–2027 executed July and September

7. Accept Staff report recognizing physical address of Zero Waste Marin

8. Accept Zero Waste Marin Public Comments on Circular Action Alliance Draft Program Plan

Motion to approve consent items.
First Town of Ross, Christa Johnson
Second City of San Rafael, Angela Robinson Pinon

Vote Count

City of Belvedere: Absent
Town of Corte Madera: Aye
County of Marin: Aye
Town of Fairfax: Aye
City of Larkspur: Aye
City of Mill Valley: Aye
City of Novato: Aye
Town of Ross: Aye
Town of San Anselmo: Aye
City of San Rafael: Aye
City of Sausalito: Aye
Town of Tiburon: Aye

Ayes: 11 Noes: 0 Absent: 1 Abstain: 0

Motion passed.

Regular Agenda (Items 9-12)
9. Executive Director Update

Executive Director Kimberly Scheibly provided an update regarding her upcoming departure on October 8, 2026 from Zero Waste Marin (ZWM) and the transition of responsibilities to ZWM staff. Executive Director Scheibly shared that transition planning was underway to ensure continuity of administrative and program functions. Staff Amy Kolnes would assume responsibility for high-level administrative functions during the transition, and Staff Casey Fritz would serve as the primary point of contact for SB 54 matters.

Executive Director Scheibly reported that the Fiscal Year 2026 audit began with a kickoff meeting on September 11 with the contracted auditor and the Department of Public Works (DPW) Accounting team. The meeting addressed the audit goals, scope, key outcomes, and recurring findings from prior years. Roles and responsibilities for the audit were also established. Staff Kolnes would provide project management and coordinate internal communications for the audit. Board Member Talia Smith will participate on the audit team as the Board's fiscal representative and as a County employee.

Executive Director Scheibly reported that ZWM had formed a Technical Advisory Council (TAC). The TAC is a staff-level advisory group intended to coordinate regional efforts and provide technical expertise related to the implementation of solid waste, recycling, hazardous waste, sustainability, and regulatory programs. Membership consists of ZWM staff and staff from member agencies with responsibilities for these programs and/or solid waste franchise agreements.

Executive Director Scheibly also provided an update regarding SB 54 implementation. Circular Action Alliance (CAA) opened a public comment period on August 22, 2026, providing local jurisdictions an opportunity to comment on its program plan. Executive Director Scheibly was working with legal counsel to review and document concerns regarding agreements jurisdictions may enter into for reimbursement. A future TAC meeting was planned to review ZWM's analysis of CalRecycle's covered material category lists, followed by discussions with haulers and the Local Task Force (LTF).

ZWM was also working on a letter agreement with R3 related to SB 54. ZWM anticipated reviewing and updating its existing SB 1383 agreement in the future.

Lastly, Board members were reminded to submit their required Form 700 filings.

Information Only

Board Comments
No Board Comments.

Public Comments
No public comments

10. Approval of Extended JPA Board Meeting Times

Staff Amy Kolnes reported that ZWM staff recommended extending the length of select JPA meetings from one hour to 90 minutes. For the October 27th meeting, staff are recommending extending this meeting to 10:00 a.m. – 11:30 a.m. for leadership transitional needs. The Board calendar has not been scheduled past November 2026, however, it is anticipated that additional time will be needed during the April to June budget setting and work planning period.

Motion to approve extending the October 27 meeting to 90 minutes and direct staff to incorporate 90-minute meetings, as applicable, during the April–June 2027 budget-setting and work planning period.

First Town of Ross, Christa Johnson
Second City of San Rafael, Angela Robinson Pinon

Vote Count

City of Belvedere: Absent
Town of Corte Madera: Aye
County of Marin: Aye
Town of Fairfax: Aye
City of Larkspur: Aye
City of Mill Valley: Aye
City of Novato: Aye
Town of Ross: Aye
Town of San Anselmo: Aye
City of San Rafael: Aye
City of Sausalito: Aye
Town of Tiburon: Aye

Ayes: 11 Noes: 0 Absent: 1 Abstain: 0

Motion passed.

11. Suggested Agenda Items

No items suggested

12. Adjournment

Chair Cusimano adjourned the meeting at 11:09 a.m.

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

Motion: _____ Second: _____

Ayes: _____

_____

Noes: _____

_____

Abstentions: _____