

County of Santa Clara

Department of Agriculture and Environmental Management
Integrated Waste Management Division

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Implementation Subcommittee notes 9-30-09

Member Attendees: Tony Eulo, Chair; Cary Bloomquist, Mark Bowers, Stan Chau, Elizabeth Constantino, Skip Lacaze, Lori Topley

Additional Attendees: Clifton Chew, Rob D'Arcy, Zachary DeVine, Mike Foster, Andrew Idul, Bruce Olszewski, Rick Mauck, Lisa Rose, Sarah Smith, Leslie Stobbe

Tony Eulo called the meeting to order and introductions were made. There were no public presentations.

Elizabeth went over the differences between the data sent out for this meeting and the previous data. The differences:

- The carry over amount from \$489,890 to \$232,000 represented the subtraction of the Unincorporated portion of the carry over
- The tonnage represented an anticipated 5% decrease from the FY2008-2009 tonnage
- Green Business was cut by an additional \$13,747 and the CDR reduction was recalculated to reflect a full half-year of contract costs

Based on the revised understanding of the budget, subcommittee members affirmed their recommendation from the prior meeting to recommend a \$263.5K reduction in planned expenditures. After the current budget was explained, by request, each of the items affected was revisited. The original recommended budget cuts were examined line by line and modifications were proposed:

	<u>Original</u>	<u>Modification</u>	<u>Revised Cuts</u>
County Counsel*	\$36K		\$36K
Lobbyist	\$25K		\$25K
Grant Writer	\$25K		\$25K
Disaster Debris Plan	\$70K		\$70K
Audit maintenance	\$10K		\$10K
CDR (half year)	\$32.5K	-\$31,862	\$0
BayROC	\$5K		\$5K
Pub Ed	\$30K	+\$31,862	\$62.5K
Green Business	\$30K	+\$13,747	\$43,747
Total cut from current budget:	\$263.5K		\$277.2K

*Elizabeth Constantino asked that some monies be added as the costs are not under her control. IS members kept the cut as a message to County Counsel. Elizabeth assured the group that IWM staff works very diligently to avoid incurring unnecessary County Counsel charges. It was requested to add under the Program Manager's Report any fiscal obligations that were deemed extraordinary as they arose and to also report quarterly (as billed) on County Counsel charges that were billed to the countywide budget specifically. TAC has agreed not to hold Elizabeth personally responsible for County Counsel charges outside of her control, assuming that IWM

staff continue efforts to minimize County Counsel charges, and acknowledged that this level of reduction may not be attainable.

With a total reduction in the Pub Ed budget of over \$60K, discussion ensued about complementary reductions in the staffing allocated to this function. Elizabeth assured the group that the staff allocated to Pub Ed would be reduced and shifted to other appropriate functions. TAC members present encouraged her to strategically make these shifts to reduce other budget allocations to countywide programming.

A motion to adopt the revised cuts was made by Mark Bowers and seconded by Skip Lacaze. Rick Mauck asked to look specifically at HCEP as a potential source of additional reductions. It was noted that HCEP was slated for a presentation at the October TAC meeting. All present voted to approve.

The other item on the agenda was the Audit of the County's IWM Division.

Mark Bowers expressed his disappointment about the audit. He did not get the information he was seeking, such as a detail showing the flow of funds and in which accounts the funds were held. The audit request was of the transactions funds to ensure they went to the correct account and the assets were recorded correctly.

The discussion resulted in a motion by Mark Bowers and seconded by Skip Lacaze that the IS recommend to TAC to ask IWM staff to work with County Finance staff to establish discrete accounts between countywide and unincorporated fund balances. All present voted to approve the motion.

Staff was asked to set up the next couple of IS meetings for the first week in November and December to develop the following year's budget.

Additionally, staff was asked to provide a timeline for establishing new fees for next week's TAC meeting, if possible.