

# County of Santa Clara

Recycling and Waste Reduction Commission  
Integrated Waste Management Division

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www.ReduceWaste.org



## TECHNICAL ADVISORY COMMITTEE MEETING MINUTES

October 8, 2009

### VOTING MEMBERS IN ATTENDANCE

ACTERRA

CALIFORNIA RESOURCE RECOVERY ASSN.

CITY OF CUPERTINO

CITY OF GILROY

CITY OF MILPITAS

CITY OF MORGAN HILL

CITY OF MOUNTAIN VIEW

CITY OF SAN JOSE

CITY OF SANTA CLARA

CITY OF SUNNYVALE

CLARA MATEO

CLARA MATEO

CLARA MATEO

COUNTY ENVIRONMENTAL HEALTH

COUNTY UNINCORPORATED AREA

SAN JOSE STATE UNIVERSITY

Maija McDonald

Richard Gertman

Cheri Donnelly

Tony Eulo

Elizabeth Koo

Tony Eulo

Lori Topley

Jo Zientek

Rick Mauck

Mark Bowers

Gil Cheso

Michael Gross

Julie Muir

Stan Chau

Elizabeth Constantino

Bruce Olszewski

**Commissioners:** Jamie McLeod, Chair; Ronit Bryant, Kansen Chu, Peter Drekmeier, Patrick Kwok, Evan Low, Cat Tucker, Kris Wang, Curtis Wright, Ken Yeager

**VOTING MEMBERS NOT ATTENDING**

CITY OF CAMPBELL  
CITY OF LOS ALTOS  
CITY OF MONTE SERENO  
CITY OF PALO ALTO  
CITY OF SARATOGA  
LEAGUE OF WOMEN VOTERS  
SANTA CLARA VALLEY WATER DISTRICT  
SIERRA CLUB  
SILICON VALLEY LEADERSHIP GROUP  
TOWN OF LOS ALTOS HILLS  
TOWN OF LOS GATOS  
WEST VALLEY CITIES

OTHERS IN ATTENDANCE

Cary Bloomquist	City of Mountain View
Jill Boone	SCC
Clifton Chew	SCC IWM
Kevin Chiapello	Recology Silicon Valley
Wendy Fong	SCC HHW
Michael Foster	City of San Jose
Karen Gissibl	City of Sunnyvale
Andrew Idul	CDR
Russell Joyce	CDR/SJSU
Walter Lin	City of San Jose
Stacy Mesa	City of Morgan Hill
Donna Perala	City of San Jose
Terri Ramirez	San Jose State University
Lisa Rose	SCC IWM
Sarah Smith	SCC IWM
Dave Staub	City of Santa Clara

## **1. Call to Order**

Tony Eulo, Chair, called the meeting to order at 1:30 p.m. A quorum of 10 was present. Those present introduced themselves.

## **2. Approval of Minutes**

Mark Bowers recommended shortening the minutes by not listing each bill discussed separately but as a statement 'information provided in the handout'. Additionally Maija McDonald corrected the announcement that she made at the previous meeting. Lori Topley made a motion to approve the minutes of the September 10, 2009 TAC meeting as amended. The motion was seconded by Stan Chau. All present voted to approve the minutes. Those not present at the September 10, 2009 TAC meeting abstained.

## **3. Public Presentations**

There were no public presentations.

## **4. Home Composting Education Program**

Sarah Smith passed out two handouts. The first handout, addressed the possibility of charging for the Master Composter Training. The handout included information about comparable programs, material costs, graduation class data and volunteer data. The goal of charging for the Master Composter Training is to make sure that those who sign up are truly interested in investing the time and effort into attending the classes and more importantly, completing the subsequent mandatory volunteer work. The second handout provided a cost break-down for the weekend compost workshops. The idea of charging a "materials fee" was addressed. Discussion ensued about payment models such as the deposit system that would return a part of the fee or give some sort of incentive upon completion of the volunteer hours. Sarah said that they already get a Master Composter sweatshirt upon completion of the 50 hours of volunteer work.

The second part of the discussion revolved around transitioning from the weekend backyard composting workshops to Bay Friendly workshops. The lead instructor in a typical Bay Friendly workshop is an IWM "extra-help" employee. There is also a paid assistant (usually Sarah) and two volunteers who have completed the Bay Friendly instructor training. The volunteers may or may not be Master Composters, but are, in most cases, Master Composters who have also been through the additional Bay Friendly training for instructors. There were three workshops held in Santa Clara County paid for by City of San Jose at a cost of \$10,000. Attendance at these workshops was one of the pre-requisites to become an Instructor. The two days of Instructor training (\$6,000) were paid for by StopWaste. [The contract language from the Scope of Services from the City of San Jose contract with the Watershed Project: Task 1. Provide Three Bay-Friendly Workshops targeted at San Jose Stakeholders. Coordinate workshop with participating cities to assure scheduling, stakeholder participation and site preparation. Prepare curriculum materials, present workshops, and provide evaluation materials for participants to evaluate the workshops. The City paid the Consultant \$10,000 upon completion of Task 1.] There are four or five individuals that have completed all the Bay Friendly instructor courses. Additional instructor training may be needed in the future and will have to be budgeted. Sarah asked TAC to consider charging a registration fee for Bay Friendly workshops to encourage

attendance. This would mitigate the problem of workshop registrants not showing up. In 2010 HCEP would like to offer (four different) Bay Friendly workshops exclusively in place of the traditional backyard composting workshops. There are a total of 20 planned Bay Friendly workshops with 60 students per class (40 for the “Ground Up” class). There was some concern that the number and type of workshop would not be sufficient to replace the number of home composting workshops.

Tony Eulo raised the question as to whether HCEP should transition exclusively to Bay Friendly next year. He noted that it was the overwhelming desire of the TAC in December 2008 to transition completely to Bay Friendly. Everyone present voted in favor, except Mark Bowers and Lori Topley who both abstained.

Second, the question was asked whether HCEP should charge for the Master Composter Training and if so, what would be the appropriate amount. The consensus reached by TAC was to charge \$50 for the ten week training course with an evaluation after one year examining the effects of charging an enrollment fee (how many enrolled in the class, number of volunteer hours etc.).

Last, the question was asked whether HCEP should charge for the Bay Friendly weekend workshops and if so, what would be the appropriate amount. After a brief discussion it was decided that \$20 was an appropriate amount to charge considering that the value of the Bay Friendly book alone is \$10.

Sarah noted that the County will still sell earth machines, but the price is going up from \$50 to \$55 because HCEP’s cost has increased.

It was suggested that a scholarship process be developed for both the Master Composter Training and for the Bay Friendly workshops.

## **5. Earth Day 2010**

Jo Zientek spoke in Skip Lacaze’s absence. An Ad Hoc Subcommittee for Earth Day 2010 planning was suggested and Cheri Donnelly, Wendy Fong, Karen Gissibl, Sarah Smith, Skip Lacaze/Emy Mendoza volunteered to be on the subcommittee.

## **6. Ad Hoc School Recycling Subcommittee**

Michael Foster said San Jose has organized a Go Green School Program to provide recycling assistance, water and energy efficiency assistance to a number of schools in San Jose. The Counties of Alameda, San Francisco, and San Mateo have organized a regional planning group to take San Jose’s model Bay Area wide. The regional group has identified an EPA grant opportunity to provide certification for schools throughout the Bay Area that do a number of environmental things. The City of San Jose has some grant monies to assist individual schools. Michael Foster asked TAC if the City of San Jose’s representative could speak for the jurisdictions within Santa Clara County at the Bay Area organization level. Most school districts cross city boundaries. Criteria is being developed to measure what a green school will look like with a lot of similarities to the already existing Bay Area-wide Green Business Program’s Schools checklist. Tony asked if there was any dissensions and finding none, moved to the next agenda item.

## **7. Single Use Bag Regulation**

Tony Eulo said this item was agendized in order to bring TAC members up to speed about the bag world with an eye toward getting the RWRC back up to speed.

Lisa Rose mentioned that she spoke to Jamie McLeod, Chair of the RWRC and that the item will be on the October 26 agenda. Lisa will be sending out the bag matrix so that cities can update what they are doing with regards to bags.

In November 2009, there will be a “bag” presentation at the Santa Clara County Cities Association meeting.

Mark Bowers made a motion that TAC recommend to the RWRC that they accept and support the actions taken by the cities of San Jose and Palo Alto. The motion was seconded by Richard Gertman. All present voted to in favor of the motion.

## **8. Division Manager’s Report and Updates on Countywide Programs**

Elizabeth Constantino said that all pertinent reports were in the TAC packet.

A. Disposal Reporting System – in the TAC packet.

B. Green Business – Lisa Rose said the Green Business recognition event went exceedingly well. Sixty-five businesses attended to receive their proclamations. Lisa thanked Cary Bloomquist, from the City of Mountain View, for his attendance as well as Jessica Van Borck and Monica Renn, from the Town of Los Gatos and Mayor Wasserman from the Town of Los Gatos. There was a lot of positive feedback following the event. IWM is currently thinking about how to address the rapidly expanding program demands and growing number of businesses wanting to be certified. The California Green Business Network (CAGBN) is meeting in November and one of the items being discussed is whether or not to charge for the program. The (CAGBN) hopes to launch the Green Business online data base soon. The data base will have a measurement system showing the environmental and fiscal benefits resulting from becoming a green business and having made operational and facility changes. Additionally, it will streamline the process for applicants, staff, auditing agencies and compliance staff.

It was requested that next year’s budget come back with a fee component option. Another suggestion was to look at CDR to help with the certification process.

C. Home Composting Education Program – No Additional Report

D. Recycling Hotline – No Report.

## **9. Subcommittee Reports and Updates on Countywide Programs**

A. Household Hazardous Waste – Walter Lin said the group met October 7, 2009 and discussed the status of the San Jose – Las Plumas HHW site. The construction work is progressing well and it is anticipated the San Jose drop off portion will be completed by the spring of 2010. At the same time, they are working on designing the second phase, and hope to have the design documents completed within the next two weeks and start working on the construction documents. Construction should begin late summer 2010 with a grand opening in early 2012.

The HHW Subcommittee also talked about the participation rates and the costs per load of

drop offs for fiscal year ending June 30, 2009. They are still evaluating the information and will have a more detailed report at the November TAC.

The subcommittee wanted to emphasize to TAC members that the website ([www.HHW.org](http://www.HHW.org)) allows people to make HHW drop-off appointments in addition to just the phone number.

- B. Implementation Subcommittee (IS) – Tony Eulo said there was a separate email that went out with the notes of the IS meeting on September 30, 2009. Members of the subcommittee have requested some modification to the notes and the notes were modified to reflect the requested changes.

Rick Mauck made a motion to adopt the revised recommendations from the IS. The motion was seconded by Jo Zientek. All present voted to approve.

Tony Eulo also said the audit of the IWM division and the division's allocation of funds was discussed at the IS meeting. As a result, the County will research a way to restructure the countywide and unincorporated funds into two discrete accounts.

Additionally, IS meetings are being set up for early November and December for the FY 2009-10 budget. The budget timeline was also sent out so that TAC members are aware of the timeline parameters.

- C. Legislation – Mark Bowers said the TAC packet had the legislative priorities for the coming year with some minor changes shown in italics. A motion was made to approve the legislative priorities by Richard Gertman and seconded by Julie Muir. All present voted to approve.

Mark also provided a summary handout on several bills of interest.

- D. Operations – No Report.

- E. Public Education – Cary Bloomquist said in light of the IS budget recommendation, he would like TAC to confirm that their desire is to pursue the campaign being developed (bags) and drop the others. The campaign will straddle two fiscal years. It will start in May 2010 and end in August 2010. Tony Eulo asked if anyone had any objection to the recommendation. Finding none, he moved to the next topic.

- F. Source Reduction/Recycling – no meeting

- G. Ad Hoc AB939 – Elizabeth said the subcommittee met and notes were distributed. The consensus from the meeting was that TAC could double the AB939 Implementation Fee and no one would end up with an over abundance of funding. Spreadsheets were received back from all jurisdictions in the County with the amount of their AB939 revenue and what it was expended on. Additionally the subcommittee discussed the ideas of: 1) adding a CPI escalator and 2) requiring the reports be submitted from jurisdictions as a condition of them receiving their funding.

Mark Bowers suggested that in order to receive the funds each jurisdiction provide an annual self certification form signed by a responsible authority with appropriate wording stating that *the jurisdiction uses the funds to plan and implement diversion activities for solid waste and household hazardous waste* as a prerequisite to receiving their portion of the AB 939 Implementation Fee for the year.

Rob D'Arcy asked to be placed on the subcommittee since the HHW program is a

component of the AB939 Implementation Fee and the fee as a total would be considered.

It was decided to wait on voting upon any potential increase in the fee until the HHW portion has been evaluated as well so that it may be voted upon together.

- H. Ad Hoc Disaster Debris Planning – Michael Gross had nothing to report and hopes to have a meeting in the near future and will report back next month.
- I. Ad Hoc Organizational Study – Mark Bowers said Arroyo Associates was selected to conduct the organizational study. The firm is based in Southern California and has extensive experience with multi-jurisdictional authorities. Arroyo staffs one such organization for San Gabriel Valley in Los Angeles County. Elizabeth Constantino said she had just received the soft copy of the signed service agreement back and anticipates getting the signed hard copy in the next few days. TAC will be provided with a timeline and benchmarks for the study at the next meeting.
- J. Ad Hoc Zero Waste – Richard Gertman provided a handout, which will be provided electronically, asking TAC members to respond to Richard by Thursday, October 15, 2009.

## **10. Future Agenda Items / Guest Speakers**

Zero Waste

Elections

Possible Joint TAC

TAC Holiday Party location

## **11. Informational Updates and Announcements**

Jo Zientek had two items: 1) San Jose started registration for an anaerobic digester workshop in Oakland on November 17<sup>th</sup>, 2009; and 2) There will be a workshop with Save the Bay at Roosevelt Community Center on October 28 targeting bags and polystyrene.

Julie Muir announced that Stanford received an A- (the highest award to date) on the Sustainability Endowment Institute's sustainability test.

Lisa Rose said the RWRC wants to know what the TAC members consider to be emerging issues (so far zero waste, anaerobic digestion, bags and polystyrene). Lisa will be sending out a worksheet asking people to provide additional information.

Bruce Olszewski announced that six students received scholarships to attend the GRRN Conference.

Tony Eulo said Morgan Hill has adopted a sustainable building ordinance for private buildings. Other jurisdictions asked that he pass it along for them to use as a model.

## **12. Adjournment**

The meeting adjourned at 3:32 p.m.

NEXT SCHEDULED TAC MEETING: November 12, 2009 @ 1:30 P.M.