



**Recycling & Waste Reduction Commission
of Santa Clara County**

**Recycling and Waste Reduction Commission of Santa Clara County
Wednesday, February 22, 2017 Meeting Packet
5:30 p.m.
County of Santa Clara
Board Chambers
70 West Hedding Street
San Jose, CA 95112**

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County of Santa Clara

Recycling and Waste Reduction Commission of Santa Clara County
Recycling and Waste Reduction Division

1555 Berger Drive, Building 2, Suite 300
San Jose, CA 95112-2716
(408) 282-3180 FAX (408) 280-6479
www.ReduceWaste.org



RECYCLING AND WASTE REDUCTION COMMISSION MEETING AGENDA

(*Denotes item on which action may be taken)

DATE: Wednesday, February 22, 2017
TIME: 5:30 P.M.
LOCATION: BOARD CHAMBERS
70 West Hedding Street
San Jose, CA 95110

COMMUTE ALTERNATIVES: The Board of Supervisors encourages the use of commute alternatives including bicycles, carpooling and hybrid vehicles. Public transit access is available to and from the Board Chambers, San Jose, California by VTA bus line 66. For trip planning information, contact the VTA Customer Service Department at 408-321-2300 Monday through Friday between the hours of 6:00 a.m. to 7:00 p.m., and on Saturday from 7:30 a.m. to 4:00 p.m. Schedule information is also available on the web at www.vta.org. Bicycle racks are available in front of the building.

1. Call to Order and Roll Call

2. Special Orders of the Day

- Welcome new Commissioners Bernald, Diep, Landry and Showalter

3. Public Presentation (3-minute limit)

This portion of the meeting is reserved for persons desiring to address the Commission on any matter not on the agenda. Speakers are limited to three minutes. The law does not permit Commission action or extended discussion on any items not on the agenda except under special circumstances. Statements that require a response may be placed on the agenda for the next regular meeting of the Commission. Persons wishing to address the Commission on any item on the agenda are requested to complete a Request to Speak form and give it to the Staff Liaison so the Chairperson can call on you when the item comes up for discussion.

4. Approve Consent Calendar and changes to Commission's Agenda*

Notice to the public: there is now separate discussion of the Consent Calendar items, and the recommended actions are voted on in one motion. If an item is approved on the consent vote, the specific action recommended by staff is adopted. Members of the public who wish to address the Commission on any consent item should complete a request to speak form and place it in the tray near the dais. Items removed from the Consent Calendar will be considered at the end of the regular agenda for discussion.

5. Overview of Countywide Programs

Bill Grimes, TAC Administrator, will provide an overview of current Countywide Programs and Projects
Information Item Only

Commissioners: James R. Griffith – Chair, Linda J. LeZotte – Vice-Chair, Mary-Lynne Bernald, Lan Diep, Susan M. Landry, Teresa O'Neill, Pat Showalter, Rod Sinks, Cat Tucker, Mike Wasserman

6. Approval of FY 17-18 Budget*

Lori Topley, TAC and IC Chair will present the proposed FY 2017-18 budget
TAC/IC Recommendation: Approve proposed budget

7. Overview of Composting Education Program

Cole Smith, Composting Education Program Coordinator will provide an overview of the Composting Education Program.

Informational Item Only

8. Announcements/Future Agenda Items*

5 Minutes

9. Adjournment

Next Meeting: April 26, 2017

Consent Calendar – Items will be considered under Item No. 4. Items removed from the consent calendar will be considered at the end of the regular agenda.

10. Approval of Minutes from October 26, 2016 RWRC Meeting*

11. Approval of 2017 RWRC Meeting Schedule

12. Review approved October, November, December 2016 and January 2017 TAC Minutes

13. Review approved November 2016 Implementation Committee Minutes

Recycling and Waste Reduction Division				
Fund Balance Analysis FY 2016- FY 2019 Forecast				
	FY16	FY17	FY18	FY19
	Actual	Projection	Projection	Projection
Beginning Fund Balance	\$1,295,060	\$1,756,873	\$1,855,025	\$1,567,897
Revenues				
4107710 Solid Waste Planning Fee	1,298,920	1,225,000	1,092,000	1,092,000
4530900 Federal-Retiree Drug	1,971	2,000	2,000	2,000
4813050 SCVWD Grant - Green Business	58,666	113,333	66,667	66,667
4813200 Contributions and Donations	5,000	0	0	0
4813800 Misc. Income Other ³	2,076	3,000	0	0
Total Revenues	1,366,632	1,343,333	1,160,667	1,160,667
Expenditures				
Direct Salary and Benefit Costs (excluded support staff)	412,669	512,081	614,094	632,517
Services Supplies	397,891	663,100	759,201	665,520
AEM Admin OH, Accounting & Support Staff	<u>129,990</u>	<u>150,000</u>	<u>154,500</u>	<u>159,135</u>
Subtotal Expenditures	527,881	813,100	913,701	824,655
Transfer Out ¹	65,260	120,000	120,000	120,000
Transfer In ²	(100,991)	(200,000)	(200,000)	(200,000)
Total Expenditures	904,820	1,245,181	1,447,795	1,377,172
<i>Net Income (Surplus/Deficit)</i>	<i>461,812</i>	<i>98,152</i>	<i>(287,129)</i>	<i>(216,505)</i>
Ending Fund Balance Estimates	1,756,872.90	1,855,025.36	1,567,896.62	1,351,391.31

Note:

¹ This transfer out line is to reimburse Household Hazardous Waste for staff time spent in RWRD

² This transfer in line is to reimburse RWRD for staff time spent in unincorporated areas plus other expenses

³ 4813800 Misc. Income Other is used to capture the late fee, penalties fee from landfills

FY18 and FY19 SWPF was changed from a rolling average to a fixed calculation of a projection of 1.4M tons as directed by IC in meeting of 11-10-16

FY16 - FY19 Recycling and Waste Reduction Division Work Plan and Budget Projections

	Tasks	Employee	Title	FTE Work %	FY16 Actual	FY17	FY18 ¹	FY19 ¹
Administrator	Support RWRD, TAC, Adhoc Comm., TAC Subcommittees, NDFE, IC Reporting State Reporting TAC Reporting	William Grimes	Division Manager	35%	63,492	73,353	75,038	77,289
		Lisa Rose	Sr. Management Analyst	35%	51,644	57,025	59,215	60,991
		Clifton Chew	Management Analyst	35%	47,486	52,514	54,547	56,183
		Tammy Green	Associate Management Analyst	10%	6,759	11,033	11,861	12,217
		Gilbert Vasquez	Office Specialist III	15%	20,345	14,465	14,994	15,444
	Green Business Pub Ed Special Projects Disposal Reporting	Lisa Rose	Sr. Management Analyst	30%	40,706	48,879	50,756	52,278
		Nicole Nguyen	Associate Management Analyst	100%	106,732	124,163	133,763	137,776
		Tammy Green	Associate Management Analyst	5%	3,379	5,516	5,931	6,108
		Vacant	Contractor (TBD)	50%		0	77,924	80,262
		Clifton Chew	Management Analyst	50%	<u>71,229</u>	<u>75,021</u>	<u>77,924</u>	<u>80,262</u>
					411,772	461,969	561,951	578,810
Contracting Agent	Contract Management, Requests for Proposals, SCVWD, CDR, Eco-Gardener, HCEP, Auditing, On-line Reporting, Food Waste Prevention, Pub Ed Special Projects	William Grimes	Division Manager	5%	8,402	10,479	10,720	11,041
		Lisa Rose	Sr. Management Analyst	20%	14,084	32,586	33,837	34,852
		Tammy Green	Associate Management Analyst	10%	<u>6,759</u>	<u>11,033</u>	<u>11,861</u>	<u>12,217</u>
							29,244	54,098
Fiscal Agent	Accounting	William Grimes	Division Manager	5%	7,565	10,479	10,720	11,041
		Trisha Lam	Accounting Dept ²	30%	<u>23,538</u>	<u>38,266</u>	<u>65,997</u>	<u>67,977</u>
					31,104	48,745	76,717	79,018
Total Labor Cost					472,119	564,812	695,086	715,938
Accounting & Support Staff Cost					59,450	52,731	80,991	83,421
Total Labor Cost (excluded accounting & support staff)					412,669	512,081	614,094	632,517

Footnotes:

¹ Salary and Benefit including 3% of COLA

² Starting FY18 Fiscal support estimate to increase up to 50%

FY 2017/18 Workplan

Description of Activities	
Administrator	
Disposal Reporting	State reporting includes tracking tonnage, receiving money from haulers, disbursing payments back to cities.
Implementation Committee Support	Schedule and prepare agendas and packets, recording and transcribing minutes, book meeting location, following Brown Act protocols
Technical Advisory Committee Support	Schedule and prepare agendas and packets, recording and transcribing minutes, book meeting location, following Brown Act protocols. Administration includes coordinating TAC meetings, preparing agendas and packets, recording minutes, following Brown Act protocols, and administering contracts, etc.
Recycling and Waste Reduction Commission	Schedule and prepare agendas and packets, recording and transcribing minutes, book meeting location, following Brown Act protocols. Administration includes coordinating RWRC meetings, preparing agendas and packets, recording minutes, following Brown Act protocols, and administering contracts, etc.
Subcommittees	Schedule and prepare agendas and packets, recording and transcribing minutes, book meeting location, following Brown Act protocols
Adhoc Committees	Schedule and prepare agendas and packets, recording and transcribing minutes, book meeting location, following Brown Act protocols
Green Business Program (GBP)	GBP recruits and certifies businesses that operate in environmentally friendly manner. Certified businesses are in compliance with all environmental regulations and go beyond in areas of waste reduction/recycling, water and energy conservation, pollution prevention, stormwater protection. Certification lasts 3 years.
Pub Ed Project Support	County staff will support Pub Ed efforts authorized by TAC
Other reports and evaluations	Annual reporting to the TAC in compliance with the MOA and develop annual budget and work plan. Respond to biennial audit findings.
Contracting Agent	
Composting Education Program (CEP)	Manage contract with UC Cooperative Extension to teach residents how to compost at home and offers free workshops. Oversee Master Composter classes in accordance with the contract.
Santa Clara Valley Water District	Manage Green Business grant funding, reporting and progress
Center for the Development of Recycling	Manage CDR fulfilment of responsibilities described in the contract Scope of Services and special web enhancement project
Pub Ed Special Projects	Any combination of outreach projects. Past examples include Illegal Dumping Outreach, Litter and Butt Outreach, Food Waste Prevention Outreach, Eco Gardener Outreach, Pharma/Sharps Outreach, HHW/MFD and BayROC.
Pub Ed City of San Jose Collaboration	Sports Team or other Pub Ed Effort
Food Rescue Coordination	Implementation of strategies and projects
Eco-Gardener	Oversee agreement
Sustainable Materials Management	Support for SMM and waste reduction
Compost Capacity Planning	Compost capacity study
Fiscal Agent	
	Provide full accounting services with quarterly and annual reporting and self-evaluation

	FY17		FY18		% of Time
	Hrly Rate w/ Benefit	Yearly Rate w/ Benefits	Hrly Rate w/ Benefit	Yearly Rate w/ Benefits	
Accountant II	\$61.32	\$127,554.00	\$63.46	\$131,994.00	30%
Associate MA A	\$53.04	\$110,329.00	\$57.02	\$118,610.00	25%
Associate MA B	\$59.69	\$124,163.00	\$64.31	\$133,763.00	100%
MA	\$72.14	\$150,041.00	\$74.93	\$155,848.00	85%
OSIII	\$46.36	\$96,431.00	\$48.06	\$99,961.00	15%
Program Manager	\$100.76	\$209,580.00	\$103.07	\$214,393.00	45%
Sr. MA	\$78.33	\$162,929.00	\$81.34	\$169,185.00	85%

rev10/06/16

Projection basis estimates -

Composting Education Program Annual Report: 2016

Program Contact:

Cole Smith

Coordinator, UCCE

408-918-4641

cbrsmith@ucanr.edu

UC
CE



Summary:

This is a report of the activities of the entire 2016 program year. The beginning of the year was marked by the successful graduation of 25 new Master Composters. Compared to the previous year, we saw an increase in overall attendance at our Composting Workshops. This is possibly due to increased outreach with city partners and social media. We also saw a notable increase in the use of our program website. During this program year we continued developing two demonstration sites, one at Martial Cottle Park and the Berger Drive offices. We also continued our community service projects at Elmwood Correctional Institution and Valley Verde.

Report Overview:

Workshops

Number of Workshops: 36

Total Workshop Attendance: 662

Number of Preregistered: 1117

Events

Total Events Attended: 25

School Visits

Total Schools Attended: 18

Total Contacts: 1772

Special Lectures

Total Special Lectures: 10

Rotline Composting Phone Line

Calls received: 437

Website

Site Visits: 1039

Return Rate: 23.7%

Volunteer Hours: 1063.15

Total Bins Sold: 113

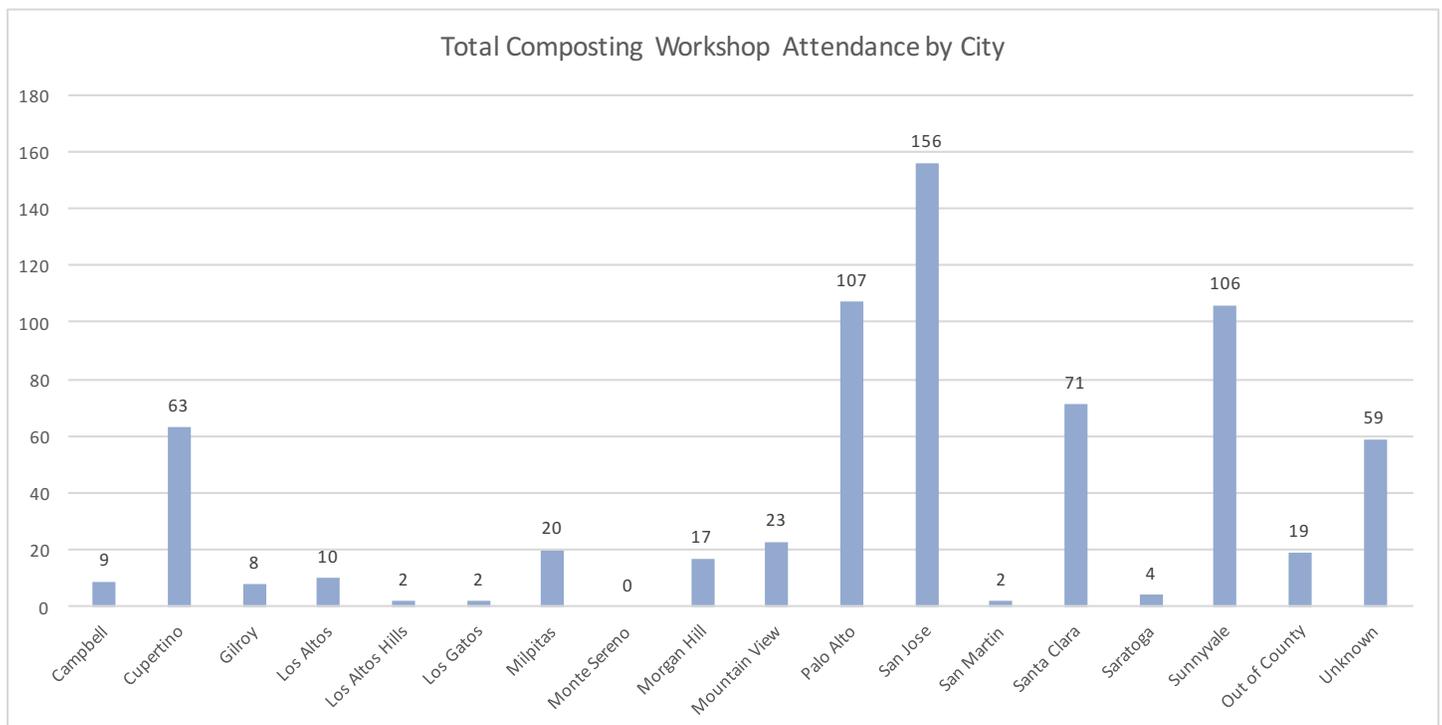


Volunteer Service

To date, 432 Master Composters have been trained, yet during the present reporting period 41 Master Composters are considered active and contributed a total of 1064 hours of service. Throughout the year volunteers participated in a variety of activities, such as teaching free workshops, tabling at community events and visiting area schools. Other activities included one-on-one visits to community members to provide technical assistance, Berger Drive composting demonstration site workdays and office administration help

Ongoing Service Projects

The program has maintained 2 continuing service projects, and 1 developing. The two projects that have carried over from the previous year include Composting at Elmwood Correctional Institution in Milpitas and Family Bi-lingual Compost Mentoring through Valley Verde. A developing service project included organics diversion consultation with Cherry Chase school in Sunnyvale.

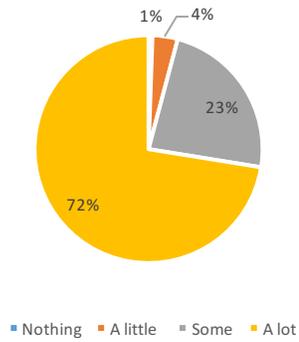


Composting Bin Type	#
Soil Saver	88
Wriggly Wranch	25
Total:	113

Date Class Topic Location	Campbell	Cupertino	Gilroy	Los Altos	Los Altos Hills	Los Gatos	Milpitas	Monte Sereno	Morgan Hill	Mountain View	Palo Alto	San Jose	San Martin	Santa Clara	Saratoga	Sunnyvale	Out of County	Unknown	Walk-Ins	Total Attendees
10.1.16 Composting Basics			6						10			5					2	1	14	24
10.8.16 Worm Workshop Sunnyvale	1											2				12	1		7	16
10.15.16 Worm Workshop Palo Alto										1	1	1								3
10.22.16 Compost Basics Santa Clara		1								1		4		20	1				4	27
11.5.16 Worm Workshop Cupertino		5					1					5			1	1	3		9	24
11.12.16 Compost Basics Sunnyvale		4								2		1		2		9			2	18
Total	1	10	6	0	0	0	1	0	10	4	1	18	0	22	2	22	6	1	36	112

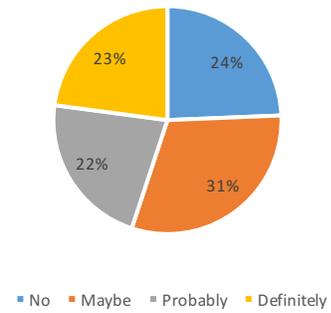
Amount Learned

The basics of the composting process

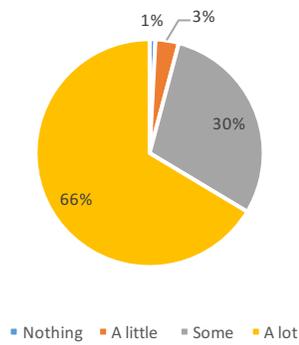


Likely to Do

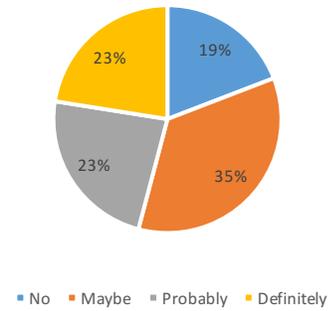
Build a worm composter



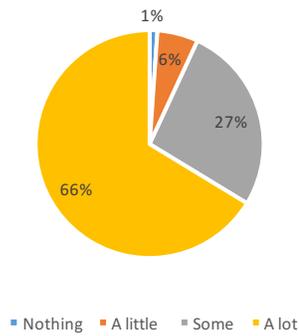
Home applications of composting



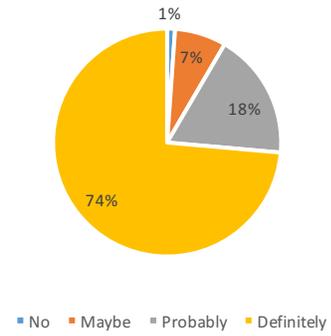
Buy a Prefab Composter



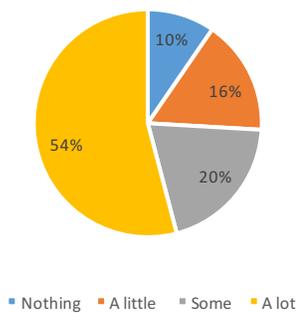
Household organic waste diversion



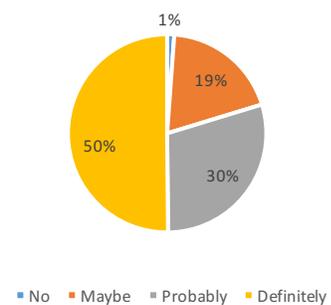
Compost Kitchen Scraps



Composting using worms



Teach a friend or family member about composting



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RECYCLING AND WASTE REDUCTION COMMISSION OF SANTA CLARA COUNTY

2017 MEETING SCHEDULE

Unless otherwise noted on the meeting agenda, the Recycling and Waste Reduction Commission of Santa Clara County will meet on the **4th WEDNESDAY** of every even numbered month at 5:30 p.m. except the December meeting (due to holidays). Meetings will be held in the **BOARD OF SUPERVISORS' CHAMBERS, County Government Center, 70 West Hedding Street, 1st Floor, San Jose, CA 95112** unless otherwise noted on the agenda. The Commission meeting dates for 2017 are as follows:

Wednesday, February 22, 2017 – Review/Approve FY 17-18 Countywide Programs Budget

Wednesday, April 26, 2017

Wednesday, June 28, 2017 – Updates on Countywide Programs

Wednesday, August 23, 2017 – Election of Officers

Wednesday, October 25, 2017 – Review 2018 Legislative Priorities

December 20, 2017 (off schedule due to holidays)

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Bicycle racks are available in front of County Government Center.

Commissioners: James R. Griffith – Chair, Linda J. LeZotte – Vice-Chair, Teresa O'Neill, Jan Pepper, Greg Scharff, Rod Sinks, Cat Tucker, Mike Wasserman

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TECHNICAL ADVISORY COMMITTEE MEETING MINUTES
October 13, 2016

VOTING MEMBERS IN ATTENDANCE

ACTERRA	Maija McDonald
CALIFORNIA PRODUCT STEWARDSHIP COUNCIL	Rob D'Arcy
CITY OF GILROY	Tony Eulo
CITY OF LOS ALTOS	Chris Lamm
CITY OF MILPITAS	Elizabeth Koo
CITY OF MORGAN HILL	Tony Eulo
CITY OF MOUNTAIN VIEW	Lori Topley
CITY OF PALO ALTO	Paula Borges
CITY OF SAN JOSE	Alana Rivadeneyra
CITY OF SANTA CLARA	Karin Hickey
CITY OF SUNNYVALE	Mark Bowers
CLARA MATEO	Michael Gross
COUNTY RECYCLING AND WASTE REDUCTION	Bill Grimes
COUNTY UNINCORPORATED AREA	Wendy Fong
SAN JOSE STATE UNIVERSITY	Bruce Olszewski
SIERRA CLUB	Heidi Melander
WEST VALLEY CITIES	Scott Holt

VOTING MEMBERS NOT IN ATTENDANCE

CITY OF CUPERTINO
CLEAN WATER FUND
COUNTY ENVIRONMENTAL HEALTH
SANTA CLARA VALLEY WATER DISTRICT
SILICON VALLEY LEADERSHIP GROUP
TOWN OF LOS ALTOS HILLS

OTHERS IN ATTENDANCE

Gil Cheso	Republic Services
Clifton Chew	SCC RWRD
Karen Gissibl	City of Sunnyvale
Tammy Green	SCC RWRD
Peggy Horning	City of San Jose
Elizabeth Panduro	GreenWaste
Ed Ramirez	City of San Jose
Alyssa Rice-Wilson	San Jose Conservation Corps
Lisa Rose	SCC RWRD
Dave Staub	City of Santa Clara
Ursula Syrova	City of Cupertino

1. Call to Order

Tony Eulo, Chair, called the meeting to order at 1:30 p.m. A quorum of 17 was present. Those present introduced themselves. The TAC meeting was temporarily adjourned to get quorum for the Implementation Committee Meeting. Mark Bowers made a motion to temporarily adjourn TAC. The motion was seconded and all present voted to approve the motion. TAC re-adjourned at 1:46 p.m.

2. Approval of Minutes

Mark Bowers made a motion to approve the September 8, 2016 minutes. The motion was seconded and all present voted to approve the minutes. Those not present at the September 8, 2016 TAC meeting abstained.

3. Public Presentations

There were no public presentations.

4. Biomass Update

Michael Gross said the legislature passed bills in support of the industry to have 150MW of energy come from biomass - but focused on forest waste and not urban wood waste from C&D. The bio-fuel suppliers met with the Governor's office and was told to develop a legislative strategy that goes along with the story that landfills will be overflowing with wood waste. One problem is there were thirty three biomass plants and now there are twenty two. Some of the remaining biomass plants are far away from urban areas. Industry will meet with the Governor's office again to put forward a proposal to do an emergency proclamation with regard to the material for 400MW of electricity from agriculture and urban sources. This is a Hail Mary and more likely will need to work with legislature to get a mandatory purchase agreement for the biomass industry to use certain percentages for producing clean energy.

5. Illegal Dumping

Alana Rivadeneyra said she wanted to mirror the AB1826 roundtable and discuss what others are doing with regard to illegal dumping. San Jose has been working to prevent illegal dumping and by managing the flow of what is getting dumped. She introduced Ed Ramirez who is spearheading their illegal dumping efforts. Their official start day was July 5 with a staff of four people with five vehicles - two garbage contractors and three flatbed trucks. They respond to illegal dump complaints called in from residents/business throughout the city. They are averaging 31 calls a day not including those to the department of transportation for road hazards or blocked sidewalks. They are also responding and collecting hazardous waste complaints to reduce the number of emergency calls to the fire department. Since the start of the program they have received 2,100 service requests which has resulted in collecting: 900 mattresses; 510 shopping carts; 225 tons of debris. Additionally, crews are averaging five self-discoveries daily which accounts for another 100 mattresses/month. Staff also provides preventive maintenance at 50 of the identified 140 hot spot locations and 40 alleyways. The City recruited haulers (Republic and GreenTeam) to assist in residential areas one day a week. GreenTeam collects about seven tons per week and Republic collects about two and half tons per week. They also use the Sheriff's Department Weekend Work Program which has an average of eight participants per day Monday through Friday. The program is funded using their AB939 funds and another source.

The bulky item program provides two free pick-ups per year (six items total at three each) for residential customers and unlimited pick-ups for commercial customers. City Council approved enforcement fines of \$2,500 for first violation; \$5K for second and \$10K for third or more. So far, 31 warning notices have been issued and two administrative citations issued and collected at \$2,500 each.

The program collects about 89 gallons of waste oil per month from backyard mechanics, multi-family dwellings and illegal mom and pop haulers. Not much other HHW is collected.

Michael Gross was at a meeting in Alviso where people were complaining about illegal dumping by homeless and at homeless encampments. Ed and his crew have been working with many partner agencies and groups to clean up these areas and are putting up barriers to prevent more dumping. Another source is RV waste which has no dumping stations in San Jose. Five-gallon buckets of bio-waste is commonly found and is costly to dispose.

Bruce Olszewski said SJSU did a study using Terra Flex app taking photos and mapping areas of illegal dumping.

6. Legislative Priorities

Mark Bowers assumed everyone reviewed last year's priorities and asked if there was anything that needed to be added or deleted. It was noted that banning of organics is already covered as is biomass. Lori Topley made a motion to forward a favorable recommendation and that the RWRC adopt the 2017 Legislative Priorities. The motion was seconded and all present voted to approve.

7. RWRD Update

Lisa Rose said she achieved quorum and noted the items on the agenda for the October 26 meeting. On the agenda is: The 16th Amendment to the NDFE; Five-Year Report added to consent; election of officers; Legislative Priorities; Mark Bowers will provide legislative recap; and, TAC minutes. Every other week garbage service will have to wait to see if it is adopted and running for a period of time before reporting.

Sunnyvale can make a presentation on the "State of the Cart" split cart food scrap collection as well as SAFE program for animal feed.

8. Division Manager's Report and Updates on Countywide Programs

A. Disposal Reporting System – report in packet. Bill Grimes said Newby was very late in reporting. The online system was tested with Zanker and received positive feedback. The developer will make changes and begin with training of facilities next week. Sacramento County attended and was interested in the program. Staff will present the online reporting system at a future TAC meeting.

B. Other –

- Staff is working with Cupertino, Palo Alto and San Jose in developing Scope of Services for Composting Capacity/Organics Diversion Study and assume they will help in review the proposals as they come in.
- Clifton Chew requested that jurisdictions update their voting designee by sending him on official letterhead the designees.
- TAC elections are in December and asking for nominations.
- The TAC Holiday Potluck Luncheon in December will need a location. Michael Gross offered Alviso Yacht Club but was suggested for another year rather than consecutive meeting locations. Mark Bowers suggested the Community Center in Sunnyvale.

9. Program Update

A. Green Business – Report in packet. September 28 was the Green Business Recognition Event at 70 West Hedding. Tony noted that cities are welcome to host their own recognitions and County staff would attend to support and celebrate the businesses.

B. Composting Education – No Report.

C. Recycling Hotline – No Report. Bruce Olszewski noted he is down a manager.

10. Subcommittee Reports and Updates on Countywide Programs

A. Eco-Gardens – Peggy Horning said they met September 16 and wrote a script for the "How to Use this Website" but when it was brought forward the contractor modified it significantly. The group decided to redo it using Jackie Davidson's voice and use the regional waste water facility contacts to assist with the video. The poster has been reviewed and approved with some changes

in fonts, Peggy will be requesting funding to purchase fonts for the poster. There is also has a new logo/seal that was developed for the poster. Instead of asking for funding for a How to Compost Video, the group decided to revisit the compost education program video series for both backyard composting and vermicomposting. They will use message similar to poster on seed packets for outreach at events.

It was noted that another potential member cannot attend Friday meetings and the subcommittee will consider moving the meeting date.

- B. Enforcement – Did not meet.
- C. Household Hazardous Waste – Wendy Fong said they met and will meet November 1 to discuss the possible tactics for outreach.
- D. Legislation –The legislative report was in the packet. Mark wanted to discuss ballot initiatives specifically Prop 65 and 67. Prop 67 is the referendum to overturn the statewide bag ban. There is broad support in the form of endorsements from newspapers, environmental groups and cities and counties. Prop 65 muddies the water on how bag fees are used. County, Sunnyvale and SWANA endorsed Yes on 67. Sunnyvale and SWANA endorse No on 65 while County was neutral.

AB1103 – it is difficult to determine what this bill will do but haulers wanted to see it happen. Mark would like to see it apply to trucks backhauling material (cardboard, film, organics, etc.) as it looks like they are operating a transfer station outside the franchise agreement but was excluded in final language.

AB 1419 – CAW bill managed by Theresa Bui – reclassifies one type of hazardous waste (leaded CRT glass) as not being hazardous waste.

AB 1669 – would give bidders on Franchise Agreements 10% preference if they agree to retain workers.

AB 2153 – significant if you are accepting car batteries from the public – makes core charges part of a state system and gives certain amount of time to refund customers' core charges.

SB 778 – vetoed by Governor – this was the automotive oil changing bill that would have made auto shops recommend oil changes only at intervals recommended by manufactures. Oil change services like Jiffy Lube and Oil Changers were brought in to the discussion so far as state regulation of their employees, who are not currently regulated by the Bureau of Automotive Repair.

SB 1229 – limited accomplishment – easier for pharmacies to take back meds by reducing their liability.

SB 1383 – this bill would reduce organics to landfill 50% by 2020; 75% by 2025 – will likely have cost impacts for haulers and jurisdictions as food waste is included

There was a question asked about door to door HHW collection. Mullin bill was stalled and dead for now. Will likely be revived in next session; we all need to look forward and think about what we are asking from Pharma in addition to pharmaceuticals.

- E. Operations – Did not meet.
- F. Public Education – Karin Hickey said the subcommittee met September 27 and Emily Coven with Recyclist gave a presentation on social media and outreach. She said the Save the Food campaign is ready to go. Alex Wykoff, chair HHW Subcommittee, was invited to discuss the Earthquakes ad campaign at the next meeting. There was a suggestion that PubEd send a recommendation to jurisdictions to coordinate information regarding the Save the Food campaign.
- G. Source Reduction and Recycling – Karen Gissibl said there was a meeting on September 29 and SVTP, contractor for Food Rescue, gave an update on FoRC. They also submitted quarterly report

and a draft strategic plan. At a previous meeting a member offered up facilitators for Customer Driven Innovation training for FoRC members.

11. IC Update

Tony Eulo said IC members: approved audit report/direction for finalizing the report; approved annual report; and reviewed the budget and designed a path for moving forward. There will be a November meeting. A request for budget ideas will be sent out next week similar to past years.

12. Items for Future Agenda/ Guest Speakers

Scheduled for the November Meeting: Annual HHW update; Go Box presentation; Tour of Charles Street MRF (before IC) first fifteen people; Michael Gross said Ricky Lopez will give presentation on Recycling Markets; Pharmaceutical update.

For the December Meeting: Election of Officers; possible review of single use refillable propane containers.

For the January Meeting: local ban on organics in landfills.

13. Informational Updates and Announcements

Rob D'Arcy said manufacturers have submitted their plans and he has spent a great deal of time with County Counsel formulating a response to the plan.

Heidi Melander noted that Mountain View had another Repair Café. She also saw an article on Sweden removing tax on repairing items versus throwing them away.

Michael Gross announced Zanker installed new processing operations that will take all the residuals and run them through a shredder with trommel screens, then sort lines. He is hoping for a 35% increase in diversion on stuff that is currently disposed. It should work well for bulky items.

Maija McDonald said she participated in a large plant exchange and was helping with clean-up and had the experience of telling people not to put hazardous material in trash.

Ursula Syrova said Cupertino has been running Save the Food videos on local channel and getting the logo on the poster.

Karen Gissibl announced that on September 20, City Council approved single family dual cart food scraps program.

Bruce Olszewski said there was a new manager at CDR, Bret Clark and there is still one vacant manager position.

Mark Bowers said there were some personnel changes: Sandy Jensen was promoted to Solid Waste Specialist; Lisa Coelho filled the Admin Aide; Sheena Griffin filled a new Admin Aide position; and Ursula's old position was filled by Barbara Smith.

Tony Eulo said Recology South Valley provided a tour of the natural gas fuel facility for garbage trucks.

14. Adjournment

The meeting adjourned at 3:24 p.m.

THE NEXT SCHEDULED TAC MEETING: November 10, 2016

County of Santa Clara

Recycling and Waste Reduction Commission of Santa Clara County
Recycling and Waste Reduction Division

1555 Berger Drive, Suite 300
San Jose, California 95112
(408) 282-3180 FAX (408) 280-6479 www.ReduceWaste.org



TECHNICAL ADVISORY COMMITTEE MEETING MINUTES November 10, 2016

VOTING MEMBERS IN ATTENDANCE

ACTERRA	Maija McDonald
CALIFORNIA PRODUCT STEWARDSHIP COUNCIL	Rob D'Arcy
CITY OF CUPERTINO	Cheri Donnelly
CITY OF GILROY	Tony Eulo
CITY OF LOS ALTOS	Chris Lamm
CITY OF MILPITAS	Elizabeth Koo
CITY OF MORGAN HILL	Tony Eulo
CITY OF MOUNTAIN VIEW	Lori Topley
CITY OF SAN JOSE	Alana Rivadeneyra
CITY OF SANTA CLARA	Karin Hickey
CITY OF SUNNYVALE	Mark Bowers
CLARA MATEO	Michael Gross
CLARA MATEO	Julie Muir
CLEAN WATER FUND	Samantha Sommer
COUNTY ENVIRONMENTAL HEALTH	Stan Chau
COUNTY RECYCLING AND WASTE REDUCTION	Bill Grimes
COUNTY UNINCORPORATED AREA	Wendy Fong
SAN JOSE STATE UNIVERSITY	Bruce Olszewski
WEST VALLEY CITIES	Marva Sheehan

Commissioners: James R. Griffith - Chair; Linda J. LeZotte – Vice Chair, Michael F. Kotowski, Manh Nguyen, Teresa O'Neill, Greg Scharff, Rod Sinks, Jan Pepper, Cat Tucker, Mike Wasserman

VOTING MEMBERS NOT IN ATTENDANCE

CITY OF PALO ALTO
 SANTA CLARA VALLEY WATER DISTRICT
 SIERRA CLUB
 SILICON VALLEY LEADERSHIP GROUP
 TOWN OF LOS ALTOS HILLS

OTHERS IN ATTENDANCE

Clifton Chew	SCC RWRD
Celia Furber	Recology Mountain View
Karen Gissibl	City of Sunnyvale
Tammy Green	SCC RWRD
Alan Ha	CRRA
Mary Lindemuth	City of Sunnyvale
Elizabeth Panduro	GreenWaste
Alyssa Rice-Wilson	San Jose Conservation Corps
Cecilia Rios	City of San Jose
Dave Staub	City of Santa Clara
Levent Tekmen	Silicon Valley Leadership Group
Alex Wykoff	City of Cupertino

1. Call to Order

Tony Eulo, Chair, called the meeting to order at 1:47 p.m. A quorum of 22 was present. Those present introduced themselves.

2. Approval of Minutes

Mark Bowers had sent some corrections to the minutes which were read by Clifton Chew. Lori Topley made a motion to approve the amended October 13, 2016 minutes. The motion was seconded by Karin Hickey and all present voted to approve the minutes. Those not present at the September 8, 2016 TAC meeting abstained.

3. Public Presentations

There were no public presentations.

4. HHW Presentation

Bill Grimes provided a presentation on the HHW Program. The program services all residents in Santa Clara County except the City of Palo Alto. The HHW Program includes the conditionally exempt small quantity generator (CESQG) Program. CESQG includes business of all sizes but is typically for small businesses that generate less than 220 lbs. of hazardous waste per month. It is a fee based system where businesses pay to participate. CESQG also accepts materials from government entities such as Roads and Airports, Parks and Cities such as San Jose, which pay directly for the service. Lastly, CESQG accepts material from non-profit organizations like Goodwill and Salvation Army without charging them. Bill wanted to note that there was a per-household component that was funded by the cities through FY2007 which ended with a fund balance of \$213K. Additional allocations were stopped to work down the fund balance and thus it will be exhausted at the end of this year FY2017. The expectation is to add \$0.05 per household for the household abandoned waste component to HHW budget to the city agreements which would result in \$30K annually. Currently, the annual expenditure is in the \$23K - \$25K range.

There are two permanent locations for HHW drop-off: San Jose and San Martin. In FY15-16 there were eight temporary events for a total of 149 drop-off events. There are 53 fluorescent lamp retail partnerships and 51 battery retail partnerships, with about 80 used oil certified collection centers. There are also four sharps collection locations.

Participation has been steadily increasing since FY13-14 where FY15-16 (26,600 car loads) saw about a four percent increase from FY14-15. It should be noted that the San Jose facility opened in late 2014 and the Sunnyvale location closed in June 2015. CESQG participation fluctuates year to year but remains in a fairly narrow range.

Funding for the program comes from various sources: mainly \$2.60/ton for the HHW portion of the AB939 Fee of \$4.88/ton; augmentation by Cities (set participation at 4%); Grants of Oil Payment Program and Competitive Grants; and Miscellaneous Revenue such as CESQG fees and reimbursement money from rechargeable batteries. It was noted that grants cover most of the outreach and very little core funding goes towards that.

A question was raised about the difference between retail partners and independent collectors. The HHW Program collects from partners and they act as a collection point while independent collectors, such as Best Buy and Home Depot manage their own programs and pay for disposal.

For FY16-17: Pharmaceutical Ordinance Implementation and Advertising in Vietnamese (\$75K grant to translate the white board videos).

The first round of 14 pharmaceutical take-back bins were installed in the past few weeks and staff will check back on a regular basis to see when they need to be serviced.

5. Pharmaceutical Update

Rob D'Arcy said the deadline for the pharmaceutical manufactures to submit a stewardship plan was July 23. The County had 90 days to comment and on October 21 the County rejected the plan and provided a notice of deficiencies with a table explaining why the plan was rejected. The plan was submitted by the Santa Clara County MedProject which is a limited liability corporation (LLC) on behalf of the Pharmaceutical Product Stewardship Work Group (PPSWG) which operates out of Washington DC as a non-profit 501(c)6 member benefit organization (not public benefit). He has been working with County Counsel on the deficiencies and what next steps can be taken. PPSWG has until December 20 to provide a revised plan. Technically if the revised plan is rejected again, then the

individual producers are out of compliance where enforcement could proceed. Some deficiencies include: excluding products such as inhalers (aerosols), foot spray and epi-pens. These items pose challenges in the mechanism of collection. Rob has informed them that these items must be included. The plan also did a poor job of explaining how the items will be transported, stored and ultimately disposed.

On September 23 there was an unsolicited revision where PPSWG completely changed their method of handling. When the contractor comes in, the pharmacy technician/staff unlocks the bin and then the contractor removes the box, seals the bin and records a unique ID number and places a new liner in the bin and then the technician/staff locks the bin. The bag gets placed in a DEA approved box and needs to be transported. The revised plan has the contractor leave the inner liner in a pre-addressed shipping box that gets handed back to the technician/staff to hold until UPS/FedEx picks up. This has not been addressed since it was an unsolicited revision to the plan.

For take back events where law enforcement must be present due to possible controlled substances, the revised plan has the bag of medication placed in a pre-addressed shipping box that gets handed back to law enforcement to hold until UPS/FedEx picks up. The Sheriff's office was not amenable to this plan.

PPSWG also proposed recruiting drop-off pharmacies/kiosks over the first 90 days after approval of the plan. After the 90 days they were going to do a gap analysis and within 30 days of the analysis they would begin to schedule take back events. The response was from the approval of the plan they would have 90 days to transition existing drop-off locations (45 of them) via contract with the pharmacies. If they do not transition them after the 90 days, then they must immediately begin take back events. They proposed five take-backs quarterly (one in each supervisorial district). Rob created a table for required take back events under the ordinance which demonstrated that 17 would be needed in each supervisorial district which works out to be about 90 take back events in a year. He did say that for each successfully recruited drop-off location, PPSWG could subtract one take back event.

They also tried to include mail back distribution locations as equal to a take back location. Rob said mail back locations are for home bound and disabled residents and used as a last resort. The mail back envelope holds eight ounces so language was created to provide as many envelopes as someone wants in a single request. The average person brings in a pound of medicine each visit.

Pick up frequency was listed as once a month. Rob informed them that the 11 Valley Medical System Pharmacies already have one pick up every week and they are still overflowing.

They are also advertising in the public outreach that there are take back locations/kiosks and mail back and in-home disposal (mix with kitty litter and put in garbage). Rob said the intent of the ordinance was to provide convenient and equitable disposal opportunities to all residents. If they are successful, in-home disposal will not be needed.

Rob is meeting with County Counsel to develop regulations to complement the ordinance and clarify items. He is also considering a sharps ordinance.

6. TAC Election

Tony Eulo said the next meeting will have election of TAC officers which include: Chair, Vice-Chair and Subcommittee Chairs. The TAC Chair is the IC Chair. The MOA does not require Subcommittee Chairs be voting members of TAC. It has become tradition where the Vice-Chair becomes Chair the following year. Lori Topley is Vice-Chair and has indicated that she is willing to be Chair next year. The Chair position rotated among jurisdictions and was slated to be Mark Bowers this year but he has prior commitments to SWANA, but is willing to be Vice-Chair next year. Peggy Horning indicated that she will not continue as Eco-Garden Subcommittee Chair and Tony has recruited someone from the Santa Clara Valley Water District to become subcommittee chair. Stan Chau has indicated he is willing to continue to be Enforcement Subcommittee Chair. Alex Wykoff has indicated he is willing to

continue to be HHW Subcommittee Chair. Mark Bowers has indicated he is willing to continue to be Legislation Subcommittee Chair. Cynthia Palacio has indicated she will not continue as Operations Subcommittee Chair. Karin Hickey indicated she is willing to continue to be Public Education and Outreach Subcommittee Chair. Karen Gissibl has indicated she is not willing to continue to be SRR Subcommittee Chair. Those interested in subcommittee chair positions, please let Clifton Chew know.

7. RWRD Update

Bill Grimes said the RWRC met on October 26. Mark Bowers provided a good legislative recap and followed that with a presentation on the Sunnyvale Pilot Residential Food Scrap Program. They held election of officers with Commissioner Griffith continuing as chair and Commissioner LeZotte continuing as Vice-Chair. Tony Eulo submitted the legislative priorities which had not changed from last year. It was the last meeting for Commissioner Kotowski and Commissioner Manh Nguyen will be leaving office at the end of the year.

The next meeting is December 14.

8. Division Manager's Report and Updates on Countywide Programs

A. Disposal Reporting System – report in packet.

B. Other – Bill Grimes noted:

- RWRD is working on the response to the Maze Audit.
- DRS On-Line system had some good training classes and cleaning up the system and hope to go live in the latter half of November.
- Organics Capacity Study was released on BidSync, please let interested parties know. Thanks to Ursula, Alana and Matt in their assistance in the development of the scope of work.
- Remind jurisdictions to update their voting designee by sending the designees to Clif on official letterhead.
- The TAC Holiday Potluck Luncheon in December will be at the Sunnyvale Community Center in the Community Room at 550 East Remington Drive.

Richard Gertman said a group of Solid Waste professionals from Indonesia will be attending.

9. Program Update

A. Green Business – Report in packet. Nicole Nguyen has been going out to CESQG events to share information about the Green Business program.

B. Composting Education – Report in packet. The last class is Saturday in Sunnyvale. Cole explained that special lectures are events that they get invited to such as Agrihood and PTA meetings.

C. Recycling Hotline – Report in packet.

10. Subcommittee Reports and Updates on Countywide Programs

A. Eco-Gardens – Karin Hickey said didn't meet but updated the event calendar.

B. Enforcement – Did not meet.

C. Household Hazardous Waste – Alex Wykoff said they met and also attended a PubEd Subcommittee meeting to invite them to participate in HHW outreach. For the outreach, lamps and batteries are the first tier with perhaps compressed gas cylinders and sharps and pharmaceuticals as a secondary tier.

D. Legislation – Mark said in the state legislature democrats have 2/3 majority on one house but not the both. Prop 65 lost and Prop 67 did get a yes vote but mostly will not impact Santa Clara County since most jurisdictions have a bag ordinance. They are now looking for proactive legislation regarding pharmaceuticals.

A question was raised about the redemption centers which is all controlled by CalRecycle.

E. Operations – Did not meet.

F. Public Education – Karin Hickey said they met twice. At the regular meeting, members listened to a webinar on the nexus between storm water and solid waste and then a special meeting later that week to go over proposals for IC.

G. Source Reduction and Recycling – Karen Gissibl said they did not meet and will not meet in December. There will be a meeting in January to discuss the Composting Education Program (CEP).

11. IC Update

Tony Eulo said the IC did authorize additional programs for the budget.

12. Items for Future Agenda/ Guest Speakers

Scheduled for the December Meeting: GoBox.

For the January Meeting: Gas Cylinders, Recycling Markets.

13. Informational Updates and Announcements

Cole Smith said CEP is down to one pallet of compost bins left. They are looking for a student to help with sales with an educational component on composting at about 15-20 hrs/week.

Joanne Yee said a correctional facility (Elmwood) had completed a healing garden project.

Mark Bowers wanted to share a personal story. A month ago he visited relatives in Colorado and assisted in disposing of some household hazardous waste. It took five trips for paint and two trips for a propane cylinder and fire extinguishers thus demonstrating that it can be a very complicated process in many areas of this country.

Karen Hickey found a recycling event for PaintCare in local paper. The event is November 19 in Santa Clara with only a few spots available.

Michael Gross announced: 1) Zanker installed new processing operations that will take all the residuals and run them through a shredder with trommel screens, then sort lines. He is looking for bulky items and furniture; and 2) biomass electrical contracts will be announced tomorrow but it looks like most of the material will be up north and not for urban fuel.

Alana Rivadeneyra said she is looking for information regarding mandatory enclosure language (i.e. commercial zoning requirements).

Karen Gissibl announced that the SMaRT Station has collected nearly 38K pounds of paint which is about 1,500 loads in the past six months. It is taken to PaintCare which has saved the HHW program approximately \$80K.

14. Adjournment

The meeting adjourned at 3:17 p.m.

THE NEXT SCHEDULED TAC MEETING: December 8, 2016

County of Santa Clara

Recycling and Waste Reduction Commission of Santa Clara County
Recycling and Waste Reduction Division

1555 Berger Drive, Suite 300
San Jose, California 95112
(408) 282-3180 FAX (408) 280-6479 www.ReduceWaste.org



TECHNICAL ADVISORY COMMITTEE MEETING MINUTES December 8, 2016

VOTING MEMBERS IN ATTENDANCE

ACTERRA	Maija McDonald
CITY OF CUPERTINO	Cheri Donnelly
CITY OF GILROY	Tony Eulo
CITY OF LOS ALTOS	Chris Lamm
CITY OF MILPITAS	Elizabeth Koo
CITY OF MORGAN HILL	Tony Eulo
CITY OF MOUNTAIN VIEW	Lori Topley
CITY OF PALO ALTO	Matthew Krupp
CITY OF SAN JOSE	Alana Rivadeneyra
CITY OF SUNNYVALE	Karin Gissibl
CLARA MATEO	Michael Gross
CLARA MATEO	Julie Muir
CLEAN WATER FUND	Samantha Sommer
COUNTY ENVIRONMENTAL HEALTH	Stan Chau
COUNTY RECYCLING AND WASTE REDUCTION	Bill Grimes
COUNTY UNINCORPORATED AREA	Wendy Fong
SAN JOSE STATE UNIVERSITY	Bruce Olszewski
SANTA CLARA VALLEY WATER DISTRICT	Kirsten Struve
WEST VALLEY CITIES	Scott Holt

Commissioners: James R. Griffith - Chair; Linda J. LeZotte – Vice Chair, Michael F. Kotowski, Manh Nguyen, Teresa O’Neill, Greg Scharff, Rod Sinks, Jan Pepper, Cat Tucker, Mike Wasserman

VOTING MEMBERS NOT IN ATTENDANCE

CALIFORNIA PRODUCT STEWARDSHIP COUNCIL
 CITY OF SANTA CLARA
 SIERRA CLUB
 SILICON VALLEY LEADERSHIP GROUP
 TOWN OF LOS ALTOS HILLS

OTHERS IN ATTENDANCE

Gil Cheso	Republic Services
Clifton Chew	SCC RWRD
Celia Furber	Recology
Richard Gertman	ForSustainabilityToo
Tammy Green	SCC RWRD
Alan Ha	CRRA
Elizabeth Huerta	GreenWaste
Mary Lindemuth	City of Sunnyvale
Eric Liao	City of San Jose
Uyen Mai	City of Milpitas
Rick Mauck	self
Roel Meregillano	SCC Environmental Health
Suzanne Morrison	Recology
Nicole Nguyen	SCC RWRD
Alyssa Rice-Wilson	San Jose Conservation Corps
Lisa Rose	SCC RWRD
Cole Smith	UCCE
Patricia Sonora	City of San Jose
Ursula Syrova	City of Cupertino
Lauren Young	SCC RWRD

Delegation from Indonesia

1. Call to Order

Tony Eulo, Chair, called the meeting to order at 1:31 p.m. A quorum of 22 was present. Those present introduced themselves.

2. Approval of Minutes

Cheri Donnelly made a motion to approve the corrected minutes (had a typo) for November 10, 2016 minutes. The motion was seconded by Chris Lamm and all present voted to approve the minutes. Those not present at the November 10, 2016 TAC meeting abstained.

3. Public Presentations

There were no public presentations.

4. Go Box Presentation

Matthew Krupp provided a presentation on Go Box.

Go Box is a take-out packaging service where a person scans in through an application on their phone and would get a container provided by the establishment according to the food type. The containers are then returned to a drop-off location to be cleaned. Once the container is returned the customer would be able to obtain another Go Box. The containers are made from polypropylene and are microwavable. Currently about 40 usages a month. Would like to continue the program but may modify the system.

Palo Alto has provided a \$25K grant for eleven restaurants in the down town area. The cost is \$24/year by individual and \$125/month for a corporate sponsorship.

5. RWRC Update

Lisa Rose said there is no meeting this month and won't meet until February. There are three vacancies in the Commission and possibly four: 1 City of San Jose (Manh Nguyen); 2 Member-at-large (Greg Scharff and Jan Pepper); 1 West Valley Cities (Michael Kotowski)

The next meeting is December 14.

6. Division Manager's Report and Updates on Countywide Programs

A. Disposal Reporting System – report in packet. The on-line system is live as of late November. Still have some checks and got questions but it is still operating smoothly.

B. Other – Bill Grimes noted:

- RWRD will be reporting on Maze Audit at January IC Meeting.
- Organics Capacity Study was extended at the request of a vendor and permission from the evaluation panel. The new deadline is December 16.
- Remind jurisdictions to update their voting designee by sending the designees to Clif on official letterhead.

7. Program Updates

A. Green Business – Report in packet. Nicole Nguyen explained that she goes out to businesses to certification them as a Green Business by looking at their water, energy, waste stream and jurisdictions, auditors and inspectors to make business practices sustainable. About half way through the year and certified eleven businesses, recertified two businesses, three businesses with a second recertification and one business that has been recertified for the third time.

- B. Composting Education – No report. Cole Smith said there are about twenty bins of the original 65 ordered and he plans on ordering additional worm bins as well. The bins sell better when brought to the class as opposed to the drop ship method.
- C. Recycling Hotline – No report. Bruce Olszewski said there is a new call tracking system that is working well.

8. Subcommittee Reports and Updates on Countywide Programs

- A. Eco-Gardens – Tammy Green said she missed the last meeting but was the voice in the instructional video on how to use the website. They are working on the seed packets for outreach events.
- B. Enforcement – Did not meet.
- C. Household Hazardous Waste – Alana Rivadeneyra said they met last Tuesday and provided feedback on the draft sports outreach plan with a menu of tactics. If jurisdictions have additional input, please contact her or Carolina Camarena. The revised plan will be presented at the January 10 HHW Subcommittee Meeting.
- D. Legislation – Tony Eulo said no bill of substance has been introduced yet.
- E. Operations – Did not meet.
- F. Public Education – Lisa Rose said the subcommittee will meet on December 20, a week early because of the holiday. Currently working on Ad Council Ads, have 10 billboards and 40 transit shelter ads.
- G. Source Reduction and Recycling – Did not meet. There will be a meeting in January to discuss the Composting Education Program (CEP). [TAC – annual report on what happened. SRR – detail of future of program.]

9. IC Update

Tony Eulo said there was no IC meeting this month. The revised budget was sent out prior to RWRC approval.

10. Elections

For 2017 slate of officers:

Chair – Lori Topley

Vice- Chair – Mark Bowers

Eco Garden – Karen Koppett from the Santa Clara County Valley Water District

Enforcement – Stan Chau

Household Hazardous Waste – Alex Wykoff

Legislation – Mark Bowers

Operations – disbanded until needed

Public Education and Outreach – Karin Hickey

SRR – Cheri Donnelly/Lina Prada-Baez (chair/vice-chair)

Bruce Olszewski made a motion to approve the slate of officers. Michael Gross seconded the motion and all present voted to approve.

11. Items for Future Agenda/ Guest Speakers

Scheduled for the January Meeting: CEP report; Recycling Market.

For the February Meeting: Gas Cylinders.

Michael Gross said he has seen a bad trend with demolition recycling material that is going directly to landfill and saying it is being recycled on site. He wants to see all cities CalGreen specs and ordinance and what it says.

12. Informational Updates and Announcements

Alana Rivadeneyra said there was a big illegal dumping memo that came out on Monday to the Transportation and Environmental Committee. She will send it to Clif for distribution.

Tammy Green said 12 of 14 med bins were delivered and installed. The website has the locations. The January TAC packet will have the location of all the sites to date to help spot geographic locations that may be under represented. Jurisdictions can help identify possible pharmacies that could fill in the gaps. There are also five sharps bins installed.

Bruce Olszewski said they got a call asking how to get rid of cat sperm and a blown up septic tank.

Cole Smith said the Office of Science and Technology for the White House released a framework for US soils. The White House would like to start an initiative on assessing the soils of the Country. The State of California has identified the role of organic recycling in the process and should be a leader in organic recycling and soil health.

Michael Gross said Zanker's new demolition recycling operation is third party certified this month. They are the largest certified facility on the west coast.

13. Adjournment

The meeting adjourned at 2:48 p.m.

THE NEXT SCHEDULED TAC MEETING: January 12, 2016

County of Santa Clara

Recycling and Waste Reduction Commission of Santa Clara County
Recycling and Waste Reduction Division

1555 Berger Drive, Suite 300
San Jose, California 95112
(408) 282-3180 FAX (408) 280-6479 www.ReduceWaste.org



TECHNICAL ADVISORY COMMITTEE MEETING MINUTES January 12, 2017

VOTING MEMBERS IN ATTENDANCE

ACTERRA	Maija McDonald
CALIFORNIA PRODUCT STEWARDSHIP COUNCIL	Rob D'Arcy
CITY OF CUPERTINO	Cheri Donnelly
CITY OF GILROY	Tony Eulo
CITY OF LOS ALTOS	Chris Lamm
CITY OF MILPITAS	Elizabeth Koo
CITY OF MORGAN HILL	Tony Eulo
CITY OF MOUNTAIN VIEW	Lori Topley
CITY OF PALO ALTO	Matthew Krupp
CITY OF SAN JOSE	Alana Rivadeneyra
CITY OF SANTA CLARA	Karin Hickey
CITY OF SUNNYVALE	Karen Gissibl
CLARA MATEO	Julie Muir
COUNTY ENVIRONMENTAL HEALTH	Stan Chau
COUNTY RECYCLING AND WASTE REDUCTION	Bill Grimes
COUNTY UNINCORPORATED AREA	Wendy Fong
SAN JOSE STATE UNIVERSITY	Bruce Olszewski
SANTA CLARA VALLEY WATER DISTRICT	Kirsten Struve
SIERRA CLUB	Heidi Melander
WEST VALLEY CITIES	Colleen Costine

Commissioners: James R. Griffith – Chair, Linda J. LeZotte – Vice-Chair, Mary-Lynne Bernald, Lan Diep, Susan M. Landry, Teresa O'Neill, Pat Showalter, Rod Sinks, Cat Tucker, Mike Wasserman

VOTING MEMBERS NOT IN ATTENDANCE

CLEAN WATER FUND
 SILICON VALLEY LEADERSHIP GROUP
 TOWN OF LOS ALTOS HILLS

OTHERS IN ATTENDANCE

Clifton Chew	SCC RWRD
Tammy Green	SCC RWRD
Alyssa Rice-Wilson	San Jose Conservation Corps
Lisa Rose	SCC RWRD
Cole Smith	UCCE
Dave Staub	City of Santa Clara
Mark Vanni	City of San Jose
Alex Wykoff	City of Cupertino

1. Call to Order

Lori Topley, Chair, called the meeting to order at 1:31 p.m. A quorum of 20 was present. Those present introduced themselves.

2. Approval of Minutes

Bruce Olszewski made a motion to approve the corrected minutes for December 8, 2016 minutes. The motion was seconded by Tony Eulo and all present voted to approve the minutes. Those not present at the December 8, 2016 TAC meeting abstained.

3. Public Presentations

There were no public presentations.

4. CEP Presentation

Cole Smith provided a presentation on the Composting Education Program.

A question was asked about community gardens and taking food waste. At this time, the program cannot handle food waste and currently do not have the personnel to manage food composting.

The SRR Subcommittee will examine CEP and make recommendation on its direction and extending the current contract.

5. CalGreen Requirement – Michael Gross was not present.

A question was raised about how cities comply with CalGreen requirements. Many jurisdictions have this responsibility within their development section/ planning department. Palo Alto and Santa Clara use Green Halo and Sunnyvale is considering them while Mountain View allows use of Green Halo.

The use of Green Halo or an equivalent system also adds the benefit of being able to identify illegal haulers on projects.

6. RWRC Update

Lisa Rose said the year started with four vacancies: 1) one seat was filled by San Jose Councilmember Lan Diep; there are two Members-at-large; and 1 West Valley Cities seats to be filled. The Cities Association Selection Committee meets tonight and will aim to fill those seats. If you know anyone who is willing to serve, please let them know.

The next meeting is February 22 and the IC budget is on the agenda. There may also be a presentation on Composting Education Program; Tony suggests mirroring the TAC annual presentations with the RWRC schedule so that presenters only have to prepare info once annually.

7. Division Manager's Report and Updates on Countywide Programs

- A. Disposal Reporting System – report in packet. On-line has only one date since data entry and payment are considered one transaction and done jointly now.
- B. Other – No report

8. Program Updates

- A. Green Business – Report in packet. The goal for the year is 80 total certifications (recertification/new). Staff will revise the monthly report to be more user friendly.
- B. Composting Education – Cole Smith provided a presentation earlier in the meeting.
- C. Recycling Hotline – No report.

9. Subcommittee Reports and Updates on Countywide Programs

- A. Eco-Gardens – Karin Hickey said they are still working on the poster because there was a problem with the font which has not been resolved. Posters will be brought to TAC once completed and the image will also be on the seed packets. The next meeting is Friday, January 20 at 1555 Berger Drive.
- B. Enforcement – Stan Chau said they did not meet but did get an email requesting assistance with dumpsters at restaurants. Specifically to keep the lids down and see if the restaurant group can assist with enforcement.
- C. Household Hazardous Waste – Alex Wykoff said they met on Tuesday. Carolina Camarena provided a list of options for the outreach plan. \$150K was allocated for FY 17-18: of that \$3,500 will be used for in-stadium events; \$40K set up (\$20K per team – Earthquake and Sharks) for photoshoot and player imaging; \$107K for ad buys – bus tails, transit shelters. Also looking at shopping cart ads at Safeway stores. They will finalize list and work on MOA next month. Alex pointed out that due to timing of the hockey/soccer seasons and rolling out the campaigns during the season, San Jose is using a portion of their contribution to begin work now and the cities funding if approved, will go directly to media buys.

D. Legislation – Nothing happening yet.

Jurisdictions noted the letter from CalRecycle regarding AB1826/AB341 was received.

It was noted that through the Governor's budget plan, CalRecycle submitted a modernization of the Beverage Container Recycling Plan which will change ten items. Julie Muir will send the item to Clifton Chew to forward to the distribution list.

Matthew Krupp had an update on the waste water side where Silicon Valley Clean Water was working on a pilot program for food waste in a digester. BAAQMD said they are not permitted for that type of operation and killed the program.

E. Public Education – Karin Hickey said there was a meeting on December 20th. The Save the Food Campaign invoice has been paid and the material has been printed. Everyone should keep their eyes open for the ads and please note when and where you saw them (a picture if possible) [send to Lisa Rose]. A request was made for a batch of social media items for the Save the Food Campaign be sent out through the TAC distribution list.

There was a short presentation from Bay Area Parent about advertising opportunities.

BayROC has been restructured and things are still up in the air. TAC funded them \$5K and they are targeting food waste and wanted more actionable advertising.

The group talked about Santa Clara Cares campaign and also wanted to know if they should bring something back to TAC once a plan is developed for use of the \$150k of FY 17-18 public education funding. TAC directed the Pub Ed subcommittee to put together a proposal and bring it back to TAC for approval.

F. Source Reduction and Recycling – Cheri Donnelly said they did not meet but the next meeting will be at Vector Control Training Room on January 26 to discuss the Composting Education Program (CEP) and Food Rescue Quarterly report.

10. IC Update

Lori Topley said the IC reviewed the County's response to the Maze audit. Bill Grimes walked through the items the audit identified. Interest will now be accrued to the budget. The report was accepted and closes the audit for this year.

11. Items for Future Agenda/ Guest Speakers

Heidi Sanborn will talk about the grant on refillable gas canisters.

Recycling Markets for February meeting.

Maija McDonald said RAFT and San Jose Conservation Corp were interested in having TAC tour their facilities and both have space to hold the TAC meeting after the tour. March/April was suggested for RAFT and summer for San Jose Conservation Corp.

12. Informational Updates and Announcements

Bill Grimes had three items: 1) Sylvia Gallegos convened a meeting for a Board referral from Supervisor Cortese to look at the illegal disposal issues in unincorporated areas of county. The overall numbers from the Roads Department, Planning Office, and other departments indicated that the issue is a bigger burden on urban areas than unincorporated areas. The unincorporated franchise agreements provide two neighborhood clean-ups per year. County staff is responding to the Board referral and getting information; 2) the fourteenth pharmacy bin has been placed and has had two collection events.

At this time, the County is no longer putting out new bins because of the potential overlap with med-plan implementation; 3) this is Tammy Green's last TAC meeting for a while and Bill wanted to acknowledge her efforts.

Alana Rivadeneyra had two items: 1) introduce Mark Vanni, assigned attorney to San Jose Environmental Services Department; and 2) San Jose received a Keep America Beautiful Award.

Julie Muir had four items: 1) Stanford medical school building will compost paper towels in their medical buildings; 2) athletics department has 10 new compost collection points to source separate their materials; 3) composting at all Maples Center events and games; and 4) game day challenge in basketball and football – report out on one game: in 2015 Stanford came in last; this year they didn't see massive improvement – 7th place out of 9, but 2nd in ghg reductions.

Bruce Olszewski had three items: 1) he has 10-12 students enrolled for the spring to run the hotline; 2) new manager Carlina who is a junior; and 3) found in the Mercury News an article in which Germany recycles 65% of its waste which includes thermal recycling which is incineration.

Lori Topley said City Council met and decided to not move forward with every other week garbage collection but will move forward with residential food scraps program in July (will have yard trimming service weekly from every other week). Looked at split cart but not willing to make change in middle of contract, could pursue in the future with new contract.

13. Adjournment in Memory of Kevin Chiapello

The meeting adjourned at 3:06 p.m.

THE NEXT SCHEDULED TAC MEETING: February 9, 2017

County of Santa Clara

Recycling and Waste Reduction Commission of Santa Clara County
Recycling and Waste Reduction Division

1555 Berger Drive, Suite 300
San Jose, California 95112
(408) 282-3180 FAX (408) 280-6479 www.ReduceWaste.org



IMPLEMENTATION COMMITTEE MEETING MINUTES November 10, 2016

VOTING MEMBERS IN ATTENDANCE

CITY OF GILROY	Tony Eulo
CITY OF LOS ALTOS	Chris Lamm
CITY OF MORGAN HILL	Tony Eulo
CITY OF MOUNTAIN VIEW	Lori Topley
CITY OF SAN JOSE	Alana Rivadeneyra
CITY OF SANTA CLARA	Karin Hickey
CITY OF SUNNYVALE	Mark Bowers
COUNTY UNINCORPORATED AREA	Wendy Fong
WEST VALLEY CITIES	Marva Sheehan

VOTING MEMBERS NOT IN ATTENDANCE

CITY OF CUPERTINO
CITY OF MILPITAS
CITY OF PALO ALTO
SANTA CLARA VALLEY WATER DISTRICT
TOWN OF LOS ALTOS HILLS

OTHERS IN ATTENDANCE

Clifton Chew	SCC RWRD
Karen Gissibl	City of Sunnyvale
Tammy Green	SCC RWRD
Bill Grimes	SCC RWRD
Mary Lindemuth	City of Sunnyvale
Bruce Olszewski	SJSU
Elizabeth Panduro	GreenWaste Recovery
Alyssa Rice-Wilson	San Jose Conservation Corps
Cecilia Rio	City of San Jose
Samantha Sommer	Clean Water Fund
Dave Staub	City of Santa Clara
Lavent Tekmen	Surplus Services
Joanne Yee	SCC Facilities and Fleet

1. Call to Order

Tony Eulo, Chair, called the meeting to order at 12:42 p.m. A quorum of 13 was present.

2. Public Presentation

There were no public presentations.

3. Approval of Minutes

Lori Topley made a motion to approve the October 13, 2016 minutes. The motion was seconded and all present voted to approve the minutes. Those not present at the October 13, 2016 IC meeting abstained.

At this time Tony Eulo asked that item 5 Budget be heard at this time in preparation of item 4.

5. Budget

Bill Grimes showed the changes from last month: Green Business grant was clarified to show the \$66,667 annual amount for FY17 the County will invoice at the end of the year but payment may be received in the next fiscal year. Originally, the grant amount was listed incorrectly. FY16 money was received in FY17 and was thus also shown as credited this year. . The other change from last month, was one of the staff allocations was shown in the wrong category (calculated correctly) and has been moved to the proper location.

Reviewing already budgeted items:

- For FY 17-18: Ongoing CDR and CEP expenses; the beginning of the wind down of Food Rescue; \$100K for PubEd; \$20K Organics Diversion Study; \$50 Sustainable Materials Management; Nothing for BayROC.
- For FY 18-19: Ongoing CDR and CEP expenses; Food Rescue goes down to \$60K; PubEd is maintained at \$100K and Sustainable Materials is still at \$50K.

The tonnage numbers were shown where the revenue was based on the tonnage. Used \$1.1M in FY18 and \$1.2M in FY19 so can calculated tonnage. Thus FY18 is 1.65M tons and 1.7M tons which may have include tonnage from Kirby Canyon settlement as part of the averaging. .

It was decided by IC member direction to use 1.4M tons for the fund calculation for the next two years, which would be \$1.092M in revenue. This reduces the projected fund balance by \$100K.

A question on how much fund balance should remain was discussed. It was determined to first hear presentations on proposed projects.

4. Review Proposals

- (1) Joanne Yee presented the Zero Waste Youth Convergence proposal. The requested funding is for students/youth transportation to the convergence from Santa Clara County. The following questions were raised:
 - Where will the next convergence be held? Usually in the Bay Area but looking for a venue
 - Has the RWRC/TAC provided any guidance on the agenda? This can be incorporated if desired.
 - Will students be able to attend a TAC/RWRC meeting to report back? Difficult due to school schedules but a report back from an organizer or representative will be attempted.
 - At the March 2016 Convergence it was noted that the RWRC sponsored transportation to/from the event.
- (2) Levent Tekmen presented the proposal for Surplus Services which was similar to a prior proposal presented last year. The project proposed provides for on-site training of people for e-waste management. There was a question about who the training was for. It will be for companies/corporations and the public.
- (3) Alana Rivadeneyra explained the Interactive Event Outreach proposal. After talking with staff at outreach events, it was noted that people gravitate to booths that have interactive games and give away items. This proposal is to purchase items for jurisdictions to use jointly, for example at San Jose Earthquakes games. Staff can provide measures of how many people come to the booth. A question was raised, asking would this be something any city could use. It can be used where it is staffed jointly.

It was suggested that getting a quality wheel would be better along with better swag (not pencils or magnets – more like reusable bags, metal reusable bottles) and to work with PubEd on what the messaging should be. May need to determine equitable distribution of swag. Alana committed to working to the spirit of these recommendations.
- (4) Bruce Olszewski said his proposal is for Recyclist, a company that does outreach on recycling, to promote the hotline and website. Bruce would like Recyclist team to look at long term things the students could be doing or how to better use Facebook/Twitter/Next Door.
- (5) Bruce Olszewski said the Live Chat Service proposal is a service that allows students to get real time interaction from the website and to see how the website is used. This could be an on-going expense. The Live Chat monitoring would be 9-5 Monday through Friday.
- (6) Bruce Olszewski proposed an increase in pay for students from their current pay of \$13/hr to \$17/hr. This would be an on-going expense. A question was asked if the County has a living wage. The County does but it depends on the benefits provided which could range from \$17/hr to \$20/hr. Bruce is currently exempt since he is a government entity otherwise he would more likely be in the \$20/hour range.
- (7) Karin Hickey clarified that the PubEd proposal was actually to assure existing PubEd funding.
- (8) Samantha Sommer said the Rethink Disposable proposal is a waste prevention program that is based on a solid foundation of tracking, metrics and reporting program impacts. The Santa Clara Valley Water District funding showed the success of the program by helping businesses see a win-win with saving the environment and saving the bottom line. The focus was on local small mom and pop restaurant owners. The proposal expands the program countywide, and would have at least three businesses participating in each city and work with three to five institutions throughout the County. The proposal would also provide training for City/County staff. Samantha said that if the budget

seems too unwieldy then she can dial back the institutions or audits. She noted that PubEd has matched \$9K for the reusable product incentive for the 30-40 businesses to help offset some of the initial costs to changing operations. It was noted that this could include job opportunities for students and/or job corp. The following questions were raised:

- What is the City staff's time commitment? Samantha responded by saying a couple of hours a month in the setup but a stronger relationship will benefit both parties. The proposal includes two in-person workshops and two in-the-field trainings.
- Does Rethink Disposable go back after the businesses have implemented and do an evaluation of how businesses are doing? Samantha said they are in the process of doing wrap-ups of businesses up to six months ago.
- A question was raised about the rent item and was explained that as a non-profit all operating costs are included in the budget.
- A question was raised about the conference. This is envisioned as showcasing the program at CRRRA conference.

At this time Karin Hickey noted that the PubEd Proposal would be for thirty (30) \$300 mini-grants for the ReThink Disposable program in addition to the allocated \$100K in the budget. [Request \$9K total.]

Tony Eulo said that if all proposals were funded then the total expenditures would be \$337K recognizing that some of those expenditures will be on-going though could be discontinued in the future.

For FY17-18 the IC decided:

- (1) Zero Waste Youth – The item was funded with the following provisos:
 - A representative from Zero Waste Youth (or their representative) attend a TAC/RWRC meeting and/or provide a report to TAC/RWRC
 - TAC/RWRC will get to review and comment on the agenda before funding is granted
- (2) TAC Waste Diversion Reuse – The proposal was not funded.
- (3) Interactive Outreach Proposal - The item was funded with the following provisos:
 - 2 very sturdy Prize Wheels that any jurisdictions can borrow
 - Swag be of high quality, useable pieces with Countywide message (not magnets)
 - PubEd be a part of the branding effort
 - TAC approves the list of events (type) where it is appropriate to give away swag
- (4) Recyclist - The item was funded with the following provisos:
 - Delete the shelf talkers
 - PubEd will approve the actual tasks
- (5) CDR Live Chat Proposal – The item was funded for one year.
- (6) Proposal to meet Living Wage Standard - The item was funded at \$15/hour for two years.
- (7) PubEd and Outreach Subcommittee - The item was funded at \$9K for coordination with ReThink.
- (8) ReThink Disposable Proposal – The item was funded with the following provisos:
 - Revisit participating restaurants at intervals of once a year
 - Spread throughout the County (3 or 4 per city) with city staff assistance
 - If jurisdiction does not assist, then come back to TAC for possible reallocation of those resources

- Need to coordinate with PubEd

5. Budget

This item was heard previously.

6. Adjournment

The meeting adjourned at 1:45 p.m.

THE NEXT SCHEDULED IC MEETING: December 8, 2016