

# County of Santa Clara

Recycling and Waste Reduction Commission  
Integrated Waste Management Division

1553 Berger Drive, Building #1  
San Jose, California 95112  
(408) 282-3180 FAX (408) 282-3188  
www.ReduceWaste.org



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**AD HOC ORGANIZATION STRUCTURE STUDY SUBCOMMITTEE of the  
TECHNICAL ADVISORY COMMITTEE  
MEETING AGENDA**

**DATE:** Wednesday, September 7, 2011

**TIME:** 9:00 a.m. – 11:00 a.m.

**LOCATION:** 1553 Berger Drive, Building #1, 2<sup>nd</sup> Floor Room 222, San Jose, CA 95112

**(\*\* Denotes item on which action may be taken)**

**1. Call to Order and Introductions\*\***

**2. Public Comment**

(This item is reserved for persons desiring to address the committee on any matter not on this agenda.) For members of the public who wish to address the committee on any item not listed on the agenda this would be the appropriate time. The Chair will call individuals in turn. Speakers are limited to three (3) minutes. The committee is not permitted action or extended discussion of any item not on the agenda except under special circumstances. If committee action is requested, the committee may place the matter on a future agenda. All statements that require a response will be referred to staff for reply in writing

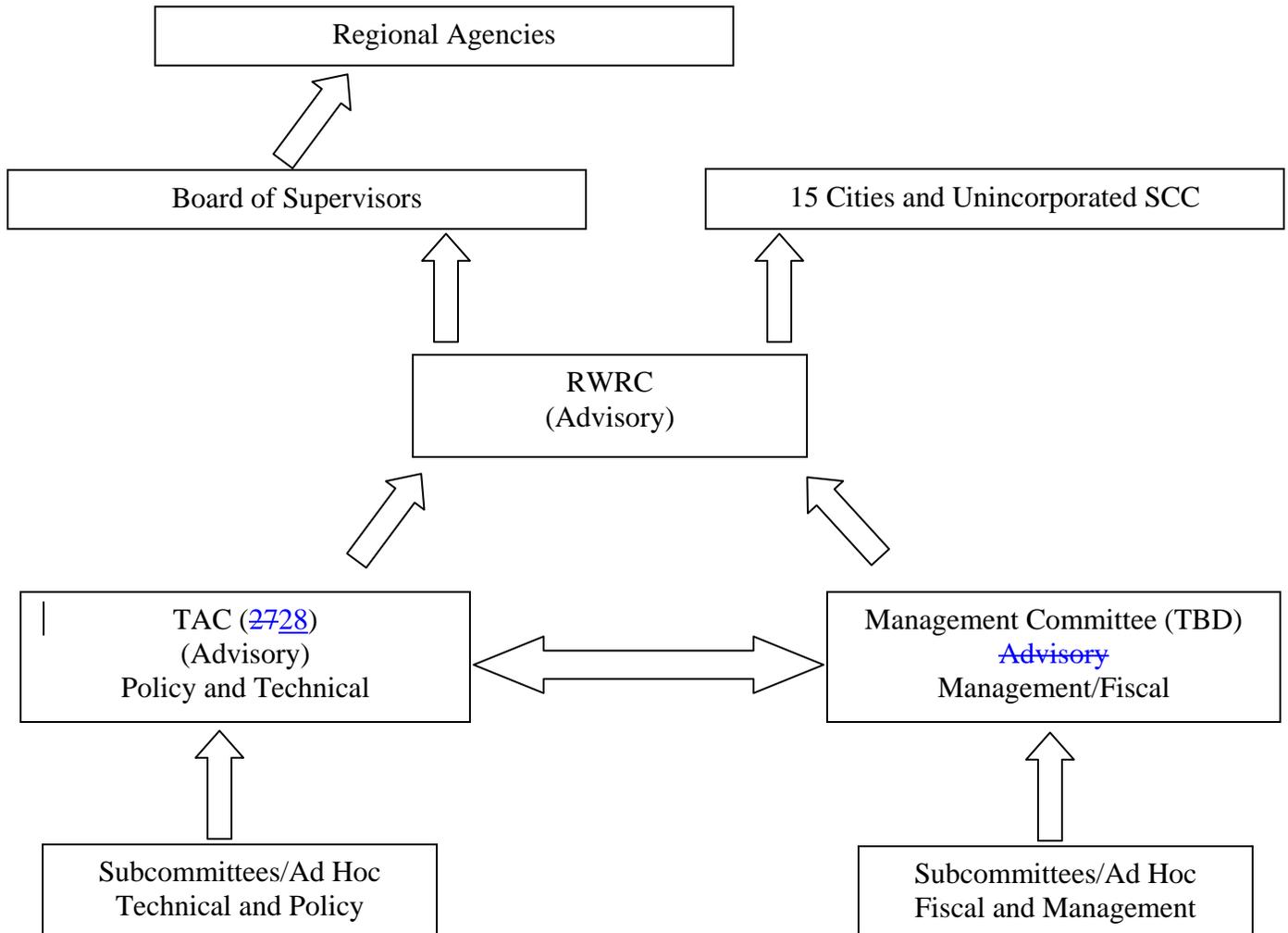
**3. Organizational Study – Draft MOU/MOA document\*\***

**4. Timelines and Meeting Schedule\*\***

**5. Adjourn\*\***

**Commissioners:** Jamie McLeod, Chair; Ronit Bryant, Kansen Chu, Susan Garner, Jim Griffith, Linda J. LeZotte, Evan Low, Cat Tucker, Kris Wang, Mike Wasserman

# Diagram of Proposed Organizational Structure



## Chart Key:

- Board of Supervisors – Five (5) elected officials representing all of Santa Clara County
- Recycling and Waste Reduction Commission (RWRC) comprised of ten elected officials, including Santa Clara Valley Water District rep
- Regional Agencies – SCVWD, Cities Association, SVMG, BAWSCA, RWQCB, City Managers
- TAC – City reps (15), County [IWM, Environmental Health and Planning reps \(3\)](#), SCVWD, Clara Mateo Garbagemen’s Association (3), Acterra, CRRA, [League of Women Voters, Sierra Club, San Jose State University, Silicon Valley Leadership Group](#) ...
- Subcommittees/Ad Hoc – Chairs must be city reps (no County staff may currently serve as chair) but all other TAC members welcome to attend

## Timeline for Completion of MOA

<u>Task</u>	<u>Due Date</u>	<u>Location</u>
Begin write up of MOA	Currently in process	
Ad Hoc Org Study Meeting	October 5, 2011, 10:00 – 11:30 a.m.	Vector Control 1580 Berger Dr
Update to TAC	October 13, 2011, 1:30 p.m.	
Update to RWRC	October 24, 2011, 5:15 p.m.	
Proposed Ad Hoc Org Study Meeting	November 2, 2011, 1:00 – 2:30 p.m.	Room 181 Bldg. 2
Update to TAC	November 10, 2011, 1:30 p.m.	
Proposed Ad Hoc Org Study Meeting	December 7, 2011, 1:00 – 2:30 p.m.	Conference Room Bldg. 1
Update to TAC	December 8, 2011, 1:30 p.m.	
Update to RWRC	December 12, 2011, 5:15 p.m.	
Proposed Ad Hoc Org Study Meeting	January 4, 2012, 1:00 – 2:30 p.m.	Conference Room Bldg. 1
Update to TAC	January 12, 2012, 1:30 p.m.	
<b>Proposed Ad Hoc Org Study Meeting</b>	<b>February 1, 2012, 1:00 – 2:30 p.m.</b>	Conference Room Bldg. 1
<b>Rough Draft Complete</b>		
Update to TAC	February 23, 2012, 1:30 p.m.	
Update to RWRC	February 29, 2012, 5:15 p.m.	
<b>First Draft to County Counsel/City Attorney for Review</b>	<b>March 1, 2012</b>	
Proposed Ad Hoc Org Study Meeting	March 7, 2012, 1:00 – 2:30 p.m.	Conference Room Bldg. 1
Update to TAC	March 8, 2012, 1:30 p.m.	
Proposed Ad Hoc Org Study Meeting	April 4, 2012, 1:00 – 2:30 p.m.	Conference Room Bldg. 1
Update to TAC	April 12, 2012, 1:30 p.m.	

Meetings and updates are suggested and on an as-needed basis; proposed dates are to reserve meeting space  
 Work products are highlighted in yellow

Update to RWRC	April 25, 2012, 5:15 p.m.	
Proposed Ad Hoc Org Study Meeting	May 2, 2012, 1:00 – 2:30 p.m.	Conference Room Bldg. 1
Update to TAC	May 10, 2012, 1:30 p.m.	
Proposed Ad Hoc Org Study Meeting	June 6, 2012, 1:00 – 2:30 p.m.	Conference Room Bldg. 1
Update to TAC	June 14, 2012, 1:30 p.m.	
Final Recommendation to RWRC	June 27, 2012, 5:15 p.m.	

DRAFT

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Work products are highlighted in yellow