



Central Contra Costa Solid Waste Authority

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## **BOARD OF DIRECTORS REGULAR MEETING**

### **AGENDA**

**MAY 26, 2022 – 3:00 P.M.**

#### **Teleconference/Public Participation Information**

This meeting will be held *exclusively* via teleconference participation of a quorum of Board members in locations not open to the public in compliance with Assembly Bill (“AB”) 361 (Rivas, Chapter 165, Statutes of 2021) and its amendments to California Public Resources Code Section 54953(e), allowing for deviation of teleconference and physical location meeting rules otherwise required by the Ralph M. Brown Act. This meeting is being held during a proclaimed state of emergency, and state and local officials have imposed or recommended measures to promote social distancing, while allowing the public to observe and address the Board.

For this meeting, there will be no physical location from which members of the public may observe the meeting. Instead:

Members of the public are welcome to submit written comments via email to the Board Secretary at [Authority@RecycleSmart.org](mailto:Authority@RecycleSmart.org) prior or during the time for public comment at the meeting. The Board Secretary will share all comments with the Board at the meeting and make them part of the public record.

Members of the public are also welcome to observe and address the Board telephonically, at the appropriate time for public comment during the meeting, following these instructions:

Please click the link below to join the webinar:

**Link to join Webinar: <https://us02web.zoom.us/j/85332589396>**

**Or iPhone one-tap: 1-669-900-6833 or 1-408-638-0968**

**Webinar ID: 853 3258 9396**

During the meeting, the Chair will call for public comment. If you wish to address the Board, please so indicate at that time and the Chair will add you to the speaker list and call your name when it is your turn.

**Note: To improve everyone's opportunity to participate, please mute your computer or phone until you are called to speak.**

In accordance with the Americans with Disabilities Act, California Law, and the Governor's Executive Orders, it is the policy of the Central Contra Costa Solid Waste Authority to offer its public meetings in a manner that is readily accessible to everyone, including those with disabilities. Any individual with a disability may request reasonable modifications or accommodations so that they may observe and address the Board at this teleconference meeting. If you are disabled and require special accommodations to participate, please contact the Board Secretary at least 48 hours in advance of the meeting at [Authority@RecycleSmart.org](mailto:Authority@RecycleSmart.org) with the following information: name, phone number, email, and type of assistance requested.

**1. CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE**

**2. PUBLIC COMMENT ON ITEMS NOT ON THIS AGENDA**

When addressing the Board, please state your name, company and/or address for the record. There is a three-minute limit to present your information. (The Board Chair may direct questions to any member of the audience as appropriate at any time during the meeting.)

**3. CONSENT ITEMS**

All items listed in the Consent Calendar may be acted upon in one motion. However, any item may be removed from the Consent Calendar by request by a member of the Board, public, or staff, and considered separately.

- a. Approve Minutes of the Regular Board Meeting on April 28, 2022\*
- b. Adopt Resolution 2022-07, Approving continued use of teleconferencing for the meetings of all CCCSWA legislative bodies under Assembly Bill 361\*
- c. Approve Amendment to the 2022 CCCSWA Board of Directors Meeting Schedule\*
- d. Approve a 1.5% merit increase in the Executive Director's salary effective April 1, 2022, and Authorize the CCCSWA Board Chair to sign the Fourth Amendment to the Executive Director's Employment Agreement, documenting same\*

**4. PRESENTATIONS**

- a. 2022 Waste Reduction Student Scholarships\*  
Board of Director's Recognition and Presentation of 2022 Scholarship Awards to the Waste Reduction Student Scholarship Recipients.

**5. INFORMATION ITEMS**

These reports are provided for information only. No Board action is required.

- a. Executive Director's Report\*
- b. Future Agenda Items\*

**6. BOARD COMMUNICATIONS AND ANNOUNCEMENTS**

**7. CLOSED SESSION**

**a. PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT**

Pursuant to Government Code Section 54957(b)  
Title: Executive Director (interim and permanent)

**b. CONFERENCE WITH LABOR NEGOTIATORS**

Pursuant to Government Code 54957.6  
Agency's designated representatives: Renata Sos  
Unrepresented employee: Executive Director (interim and permanent)

**8. ADJOURNMENT**

*\*Corresponding Agenda Report or Attachment is included in this Board packet.*

**ADDRESSING THE BOARD ON AN ITEM ON THE AGENDA**

Persons wishing to speak on PUBLIC HEARINGS and OTHER MATTERS listed on the agenda will be heard when the Chair calls for comments from the audience, except on public hearing items previously heard and closed to public comment. The Chair may specify the number of minutes each person will be permitted to speak based on the number of persons wishing to speak and the time available. After the public has commented, the item is closed to further public comment and brought to the Board for discussion and action. There is no further comment permitted from the audience unless invited by the Board.

**ADDRESSING THE BOARD ON AN ITEM NOT ON THE AGENDA**

In accordance with State law, the Board is prohibited from discussing items not calendared on the agenda. For that reason, members of the public wishing to discuss or present a matter to the Board other than a matter which is on the Agenda are requested to present the matter in writing to RecycleSmart Board Secretary at least one week prior to a regularly scheduled Board meeting date. If you are unable to do this, you may make an announcement to the Board of your concern under PUBLIC COMMENTS. Matters brought up which are not on the agenda may be referred to staff for action or calendared on a future agenda.

**AMERICANS WITH DISABILITIES ACT**

In accordance with the Americans With Disabilities Act and California Law, it is the policy of the Central Contra Costa Solid Waste Authority dba RecycleSmart to offer its public meetings in a manner that is readily accessible to everyone, including those with disabilities. If you are disabled and require special accommodations to participate, please contact RecycleSmart Board Secretary at least 48 hours in advance of the meeting at (925) 906-1801.



**REGULAR BOARD MEETING OF THE  
CENTRAL CONTRA COSTA SOLID WASTE AUTHORITY  
HELD ON APRIL 28, 2022**

The Regular Board Meeting of the Central Contra Costa Solid Waste Authority's (CCCSWA's) Board of Directors convened exclusively via teleconference participation of a quorum of Board Members in locations not open to the public in compliance with Assembly Bill ("AB") 361 (Rivas, Chapter 165, Statutes of 2021) and its amendments to California Public Resources Code Section 54953(e), allowing for deviation of teleconference and physical location meeting rules otherwise required by the Ralph M. Brown Act. The meeting was held during a proclaimed state of emergency, and state and local officials had imposed or recommended measures to promote social distancing while allowing the public to observe and address the Board after submitting written comments via email to the Board Secretary at [Authority@RecycleSmart.org](mailto:Authority@RecycleSmart.org) prior to or during the time for public comment at the meeting.

Chair Renata Sos called the meeting to order at 3:00 P.M. on April 28, 2022.

PRESENT: Board Members: Candace Andersen  
Newell Arnerich  
Gina Dawson  
Matt Francois  
Teresa Gerringer  
Inga Miller, Vice Chair  
Karen Mitchoff  
Renee Morgan  
Cindy Silva  
Renata Sos, Chair  
Amy Worth

ABSENT: Board Member Teresa Onoda

**Staff members present via teleconference:** Ken Etherington, Executive Director; Janna McKay, Executive Assistant/Secretary to the Board; Brett Jones, Interim Finance Manager; Judith Silver, Senior Program Manager; Jennifer Faught, Contract Compliance Specialist; Ashley Louisiana, Program Manager; and Deborah L. Miller, CCCSWA Counsel.

1. **CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE**
2. **PUBLIC COMMENT ON ITEMS NOT ON THIS AGENDA**

No written comments were submitted, or oral comments made, by any member of the public.

3. **CONSENT ITEMS**

- a. Approve Minutes of the Regular Board Meeting on March 24, 2022
- b. Adopt Resolution 2022-06, Approving continued use of teleconferencing for the meetings of all CCCSWA legislative bodies under Assembly Bill 361

No written comments were submitted, or oral comments made, by any member of the public.

MOTION by Board Member Andersen to approve Consent Items a. and b.  
SECOND by Board Member Silva.

MOTION PASSED unanimously by a Roll Call vote.

**4. ACTION ITEMS**

- a. Operations Fund and Reuse Fund Budgets for Fiscal Year 2022-2023  
Adopt Operations Fund and Reuse Fund Budgets for Fiscal Year 2022-23, as set forth in Attachments A and B.

Executive Director Ken Etherington stated that staff had met with the Finance Committee on April 18, 2022 and had presented the draft budgets. The budgets now submitted reflected recommended changes and comments from the Finance Committee.

Brett Jones, Interim Finance Manager, stated with respect to the Operations Fund Budget that the fund provided the core operational and administrative functions of RecycleSmart with an estimated beginning fund balance of \$3,025,018 and total revenue at \$5,629,491, which included one new line item, SB 1383 Local Assistance Grants Program revenue of \$266,363, to be contributed to RecycleSmart from member agencies for use on SB 1383 programs only. Combining the beginning fund balance and total revenues, he identified total funds available for appropriations at \$8,654,509. Total revenues, expenses and the beginning fund balance left a year end fund balance of \$3,305,077, of which 20 percent had been set-aside as a general fund reserve (\$1,069,886) leaving an unassigned fund balance of \$2,235,191.

Mr. Jones also presented a chart to identify the member agency fund balances.

Board Member Worth clarified that the JPA, Recycling Processing, and Diversion Program revenue represented a breakdown of the fees that ratepayers paid, with those fees to then be allocated into the different programs. She asked where the black cart fit into that breakdown, and Mr. Etherington explained that Republic Services collected all the revenues and transferred some to RecycleSmart. Republic would keep the allowed operating costs for its services, disposal and organics, which would only be reflected during the rate study when there would be a line for Republic's payment.

Vice Chair Miller expressed her appreciation to the information provided in a manner well understood and asked about the excess revenue over/under expenditures of \$280,000 shown as extra in the budget.

Mr. Jones noted that he had suggested that the extra funds could be evaluated during the rate setting process. He added with respect to this year's new line item for SB 1383 Local Assistance Program revenue, expenses had been budgeted at \$134,000 leaving \$32,000 in excess of expenses, which would have contributed to the \$280,000 shown as excess.

Deborah Miller, CCCSWA Counsel, reported that Government Code Section 54953(c)(3) required the legislative body to orally report a summary of recommendation for final action on the salaries of local agency executives. In accordance with that requirement, she stated the proposed annual operating budget included a cost-of-living allowance of 3 percent for all staff including the Executive Director effective July 1, 2022. A 3 percent increase in the Executive Director's current annual salary would equate to an annual amount of \$7,161.75 but because the Executive Director's last day would be July 8, 2022, the salary increase for that period had been calculated at \$165.27. The proposed budget had also contemplated a proposed merit increase of 1.5 percent for the Executive Director. If the Board approved the budget, as presented, which would confirm the fiscal capability of the agency to offer that merit increase, it was anticipated that the Board would approve that increase at its regular May meeting.

No written comments were submitted, or oral comments made, by any member of the public.

MOTION by Board Member Gerringer to adopt Operations Fund and Reuse Fund Budgets for Fiscal Year 2022-23, as set forth in Attachments A and B to the staff report dated April 28, 2022. SECOND by Board Member Silva.

MOTION PASSED unanimously by a Roll Call vote.

- b. Amendment to Franchise Agreement with Mt. Diablo Recycling, extending the term of the Agreement for two years (through February 2027) and making certain other changes to the Agreement, and Notice to Republic Services of intent to exercise option to extend the term of the Franchise Agreement for two years (through February 2027)
  - i. Approve Second Amendment to Franchise Agreement with Mt. Diablo Recycling, extending the term for two years (through February 2027); and
  - ii. Direct staff to give notice to Republic Services of CCCSWA's intent to exercise its option under the Franchise Agreement with Republic Services to extend the term for two years (through February 2027).

Mr. Etherington provided a PowerPoint presentation and explained that last month the Board had appointed an ad hoc committee comprised of Board Members Andersen, Arnerich, Silva and Chair Sos to study in detail the agency's options and make recommendations to the full Board regarding Franchise Agreement procurement strategy, negotiations, and related matters. The committee had met and had made the following recommendations:

- 1) Approve the Second Amendment to the MDR Franchise Agreement extending it for two years.

Mr. Etherington stated the agreement had been included in the packet and had been signed by the company. Some of the beneficial factors included significant economic benefits for ratepayers as reflected in the cost per ton to process materials and to lower the cost to operate the Reuse Program, consistency for the customer base, and re-synching the Franchise Agreement terms.

- 2) Direct staff to give Notice of Intent to exercise the two-year option already built into the Franchise Agreement to extend the term for two years (through February 2027).

The benefits would include favorable rates for the ratepayers, consistency of services, and would allow the Board time to engage in a process to decide what a long-term Franchise Agreement should look like, which would likely trigger a meet and confer to discuss interest and depreciation. Staff would continue to meet with the ad hoc committee to update and get further direction.

Board Member Andersen stated that the committee had considered the most beneficial factors to ratepayers, the best decision from an economic and service standpoint, and to allow time to consider the next Franchise Agreement.

Board Member Silva concurred that after its robust discussion, the committee's recommendation was intended to offer a significant cost savings over the two years to ratepayers and to ensure stability in all of the issues surrounding the services delivered.

Chair Sos emphasized that the committee had thoroughly considered the contracts, the legal and the economic considerations, and had concluded unanimously that this would be the best move for ratepayers and for the agency.

Board Member Arnerich agreed that the decision offered was the right one for all the circumstances involved.

Board Member Worth thanked the committee, supported the recommendations, and noted with respect to rate comparisons with other cities that program comparisons would be helpful to showcase the value that RecycleSmart provided in that many more innovative services were offered by RecycleSmart than were offered by other agencies.

Board Member Silva supported a Board workshop in early 2023 to identify what RecycleSmart provided that other agencies did not as well as identifying innovative ideas that others might be pursuing that could help RecycleSmart set up for future Franchise Agreements.

Board Member Miller commented on the ad hoc committee, while the goal had been achieved in this case, she urged the Board to seek ways to allow everyone to offer input to the extent that the law allowed.

MICHAEL LA RUSSA, Northern California Senior Program Coordinator with the Mattress Recycling Council reported that the Bye Bye Mattress Program had surpassed 7 million mattresses collected in California and over 65 million pounds of material from the state's landfills had been diverted. While most California residents lived within 15 miles of one of its 200+ collection sites, he stated that Central Contra Costa County was an area where program access needed to improve. Implementing the Bye Bye Mattress Program at one or both solid waste facilities operated by Republic Services would be an option for residents and there was an opportunity to consider the programs as part of the proposed extensions.



Board Member Morgan recognized that MDR had recently made a presentation to the Board and hoped a presentation from Republic Services would still be provided in the near future.

MOTION by Board Member Mitchoff to approve the Second Amendment for the MDR Franchise Agreement extending it for two years (through February 2027). SECOND by Board Member Arnerich.

MOTION PASSED unanimously by a Roll Call vote.

MOTION by Board Member Silva to direct staff to give Notice of Intent to exercise the two-year option already built into the Franchise Agreement with Republic Services to extend the term for two years (through February 2027). SECOND by Board Member Gerringer.

MOTION PASSED unanimously by a Roll Call vote.

c. Executive Director Recruitment

Consider (1) approving an ad hoc committee to provide guidance and recommendations to the Board regarding recruitment of an Executive Director, and (2) authorizing the Board Chair to execute a Professional Services Agreement with a recruiting firm to lead the search, based on recommendation from the Ad Hoc Committee and so long as the total amount is consistent with the approved budget.

Chair Sos advised that Mr. Etherington had submitted his resignation effective July 8, 2022. She commended his years of service to ratepayers and stated because of his and staff's exemplary efforts the agency was in a position of strength, stability and creativity. The Board now had the task of recruiting for a new Executive Director with speed, deliberation and diligence. She asked for approval of an ad hoc committee to make recommendations to the Board regarding the search and had asked Board Members Francois, Worth, and Andersen to serve with her on that committee. The first task would be to retain a capable search firm and she asked the Board for the Authority to execute on behalf of the agency the approval of a recruiting firm as long as it was consistent with the budget.

Questions from the Board were answered by RecycleSmart staff with respect to a competitive selection process for recruiting firms where bids were currently being solicited (Silva); the Finance Committee had ensured there would be extra revenue in the budget for recruiting purposes (Miller); and there were minutes available from the last Personnel Committee meeting that were to be provided to the full Board in the next week with an analysis of the ask compared to the anticipated expenses for recruitment (Mitchoff).

No written comments were submitted, or oral comments made, by any member of the public.

MOTION by Board Member Silva to approve an ad hoc committee comprised of Board Members Francois, Worth, Andersen and Chair Sos to provide guidance and recommendations to the Board regarding recruitment of an Executive Director. SECOND by Board Member Arnerich.

MOTION PASSED unanimously by a Roll Call vote.

**5. INFORMATION ITEMS**

Reports were provided for information only and no Board action was required.

**a. Executive Director's Monthly Report**

Mr. Etherington announced that Ashley Louisiana had been appointed to the City of Lafayette's Environmental Task Force.

**b. Future Agenda Items**

**6. BOARD COMMUNICATIONS AND ANNOUNCEMENTS**

Board Member Silva referred to a situation in Walnut Creek with respect to SB 1383 in that mulch had been contracted with a vendor (not a RecycleSmart provider) that had been laid in a park and which mulch had been full of contamination (various wrappers) that were being blown around. She commented that in the implementation of SB 1383, aspirational recycling would end up in parks being ground up with green waste.

**7. ADJOURNMENT**

The Board adjourned at 4:00 P.M. to the meeting scheduled for May 26, 2022 at 3:00 P.M.

Respectfully submitted by:

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Janna McKay, Executive Assistant/  
Secretary to the Board of the  
Central Contra Costa Solid Waste Authority,  
County of Contra Costa, State of California



Central Contra Costa Solid Waste Authority

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# Agenda Report

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**TO:** CCCSWA BOARD OF DIRECTORS

**FROM:** KEN ETHERINGTON, EXECUTIVE DIRECTOR  
DEBORAH MILLER, LEGAL COUNSEL

**DATE:** MAY 26, 2022

**SUBJECT:** **CONSIDER CONTINUED USE OF TELECONFERENCING FOR THE MEETINGS OF ALL CCCSWA LEGISLATIVE BODIES UNDER ASSEMBLY BILL 361**

## SUMMARY

Based on proclaimed state of emergency, and guidance from the Contra Costa County Health office, consider and adopt resolution approving continued use of teleconferencing for the meetings of all CCCSWA legislative bodies under Assembly Bill 361.

## RECOMMENDED ACTION

1. Adopt Resolution 2022-07, approving continued use of teleconferencing for the meetings of all CCCSWA legislative bodies under Assembly Bill 361.

## DISCUSSION

On March 4, 2020, Governor Newsom proclaimed a state of emergency in California in connection with the Coronavirus Disease 2019 (“COVID-19”) pandemic.

State and local officials have imposed or recommended measures to promote social distancing. For example, the Health Officer for Contra Costa County published “Recommendations for Safely Holding Public Meetings” on September 20, 2021. Those recommendations “strongly recommend” on-line meetings, that local agencies should provide options for the public to participate without having to attend meetings in person, and that social distancing should be used, including six feet of spacing between all in attendance. The Health Officer for Contra Costa County updated its September 20, 2021 recommendations effective March 1, 2022. The Health Officer still “strongly recommends” meeting remotely. <https://cchealth.org/covid19/pdf/recommendations-for-safe-public-meetings.pdf>

On September 16, 2021, the Governor signed Assembly Bill (“AB”) 361, a bill that amends the Brown Act to allow local public agencies to continue to meet by teleconferencing during a state of emergency without complying with restrictions in the Brown Act that would otherwise apply.

AB 361 contains several requirements in order to continue the use of remote meetings. The key provisions include:

- There must be a state of emergency declared under the California Emergency Services Act. This effectively means the Governor must have declared the emergency.
- During that state of emergency, either (i) state or local officials must have imposed or recommended measures to promote social distancing; or (ii) the local legislative body must determine that meeting in person would present an imminent risk to the health or safety of attendees.
- The local legislative body must reconsider the factors above at least every 30 days, and adopt specified findings that the facts relied upon still exist.

Attached for the Board's consideration is a resolution making the necessary findings under AB 361. The resolution is drafted to make the action taken by the CCCSWA Board applicable to all of the CCCSWA's legislative bodies as defined by the Brown Act, which includes the Board's standing committees. If the CCCSWA Board adopts the recommended resolution, the standing committees will not be required to make their own findings.

The CCCSWA Board last considered and adopted a resolution under AB 361 on April 28, 2022. AB 361 requires the CCCSWA Board to regularly reconsider the findings in the proposed resolution. Staff plan to include an item on the consent calendar of each Board meeting to allow the Board to consider and adopt (and/or update) the findings in the resolution for as long as the Governor's proclaimed state of emergency related to the COVID-19 pandemic remains in effect and state and local officials continue to recommend or require measures to promote social distancing.

#### ATTACHMENT

- A. Resolution 2022-07, Continued Use of Teleconference for the Meetings of all CCCSWA Legislative Bodies under AB 361

**RESOLUTION NO. 2022-07**

**CENTRAL CONTRA COSTA SOLID WASTE AUTHORITY  
CONTINUED USE OF TELECONFERENCING FOR THE MEETINGS OF ALL  
CCCSWA LEGISLATIVE BODIES UNDER ASSEMBLY BILL 361**

**WHEREAS**, The Central Contra Costa Solid Waste Authority (“CCCSWA”) is a joint powers agency organized and existing under the laws of the State of California; and

**WHEREAS**, On March 4, 2020, the Governor of the State of California proclaimed a state of emergency under the State Emergency Services Act in connection with the Coronavirus Disease 2019 (“COVID-19”) pandemic, and that state of emergency remains in effect; and

**WHEREAS**, State and local officials have imposed or recommended measures to promote social distancing. For example, on September 20, 2021, the Health Officer for Contra Costa County published “Recommendations for Safely Holding Public Meetings.” Those recommendations “strongly recommend” on-line meetings, that local agencies should provide options for the public to participate without having to attend meetings in person, and that social distancing should be used, including six feet of spacing between all in attendance; and

**WHEREAS**, On September 16, 2021, the Governor signed Assembly Bill (“AB”) 361 (Rivas, Chapter 165, Statutes of 2021), a bill that amends the Brown Act to allow local public agencies to continue to meet by teleconferencing technology during a state of emergency without complying with restrictions in the Brown Act that would otherwise apply, subject to certain conditions, which must be reconsidered every 30 days; and

**WHEREAS**, The CCCSWA Board of Directors and its legislative bodies have met remotely during the COVID-19 pandemic and, so long as the state of emergency continues, can continue to do so in a manner that allows public participation and transparency while minimizing health risks to members, staff, and the public that would be present with in-person meetings; now, therefore, be it

**RESOLVED**, On behalf of all legislative bodies of the CCCSWA, the CCCSWA Board of Directors finds as follows:

1. As described above, as of the date of this meeting, the Governor’s proclaimed state of emergency remains in effect; and
2. As described above, as of the date of this meeting, State and local officials recommend measures to promote physical distancing and other social distancing measures; and, be it

**FURTHER RESOLVED**, For the reasons described above, the CCCSWA Board of Directors finds that for at least the next 30 days it is necessary for all legislative bodies of the CCCSWA to continue meeting exclusively by teleconferencing technology to promote public health and safety; and, be it

**FURTHER RESOLVED**, That the CCCSWA Board of Directors will review and reconsider the findings made herein at a meeting of the Board within the next 30 days, or if the Board does not meet within the next 30 days, at the next earliest meeting of the Board; and, be it

**FURTHER RESOLVED**, That the CCCSWA Board of Directors' findings contained herein are made on behalf of and shall apply to all legislative bodies of the CCCSWA.

PASSED AND ADOPTED by the CCCSWA Board of Directors this \_\_\_\_ day of \_\_\_\_\_, 2022, by the following vote:

AYES:	Members:	_____
NOES:	Members:	_____
ABSTAIN:	Members:	_____
ABSENT:	Members:	_____

\_\_\_\_\_  
Renata Sos, Chair  
Central Contra Costa Solid Waste Authority,  
County of Contra Costa, State of California

COUNTER-SIGNED:

APPROVED AS TO FORM:

\_\_\_\_\_  
Janna E. McKay, Secretary of the Board  
for the Central Contra Costa Solid Waste  
Authority, County of Contra Costa, State  
of California

\_\_\_\_\_  
Deborah L. Miller, Counsel for the  
Central Contra Costa Solid Waste Authority  
County of Contra Costa, State of California



Central Contra Costa Solid Waste Authority

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# Agenda Report

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**TO:** CCCSWA BOARD OF DIRECTORS  
**FROM:** JANNA MCKAY, SECRETARY TO THE BOARD  
**DATE:** MAY 26, 2022  
**SUBJECT:** AMENDMENT TO THE 2022 CCCSWA BOARD OF DIRECTORS MEETING SCHEDULE

## SUMMARY

At the December 9, 2021 Board meeting, the Board adopted the 2022 CCCSWA Board of Directors meeting schedule. In anticipation of the need to consider agency business, the Chair is recommending adding two additional Board meeting dates, June 23 and August 25, 2022.

## RECOMMENDED ACTION

1. Adopt amended 2022 CCCSWA Board of Directors meeting schedule.

## DISCUSSION

The Board of Directors adopted the 2022 Board meeting calendar on December 9, 2021, but in anticipation of the need to consider agency business, Chair Sos is recommending that the Board plan to convene its regular meetings in June 23 and August 25 to the schedule and, thus, it is recommended the Board approve an amendment to its previously adopted meeting schedule.

## ATTACHMENT

- A. Revised 2022 Board meeting schedule







Central Contra Costa Solid Waste Authority

## 2022 CCCSWA Board of Directors Revised Meeting Schedule

The Board has agreed to meet the **Fourth Thursday** of each scheduled month below, except for December's Board meeting which will occur the second Thursday of that month. As of now, all Board meetings are being teleconferenced until further notice. All meetings will begin at 3:00 p.m., unless otherwise noted.

### 2022 dates are:

- January 27
- February 24
- March 24
- April 28
- May 26
- June 23 (Added)
- July 28
- August 25 (Added)
- September 22
- October 27
- November – no meeting
- December 8 – second Thursday





Central Contra Costa Solid Waste Authority

# Agenda Report

**TO:** CCCSWA BOARD OF DIRECTORS  
**FROM:** CCCSWA NEGOTIATORS  
**DATE:** MAY 26, 2022  
**SUBJECT:** **FOURTH AMENDMENT OF EXECUTIVE DIRECTOR'S  
 EMPLOYMENT AGREEMENT**

## SUMMARY

The CCCSWA Board's negotiators recommend approving a 1.5% merit increase in the Executive Director's salary effective April 1, 2022, and authorizing the Board Chair to enter a Fourth Amendment to the Executive Director's Employment Agreement, documenting same.

## RECOMMENDED ACTION

1. Approve a 1.5% merit increase in the Executive Director's salary effective April 1, 2022, and authorize the CCCSWA Board Chair to sign the Fourth Amendment to the Executive Director's Employment Agreement, documenting same (Attachment A).

## DISCUSSION

CCCSWA and Ken Etherington entered that certain Second Amendment and Restatement of Employment Agreement, dated April 1, 2020, followed by a Third Amendment of Employment Agreement, effective April 1, 2021 (together, "Employment Agreement"). Section D of the Employment Agreement specifies the base salary (\$19,893.75 per month / \$238,724.94 per year). Based on recommendation of the Personnel Committee and Finance Committee of the Board, the agency's negotiators recommend that the Board approve a 1.5% merit increase in Mr. Etherington's salary effective April 1, 2022 (increasing the salary to \$20,192.15 per month / \$242,305.81 per year), and authorize the Board Chair to enter a fourth amendment to the Employment Agreement, documenting same.

On April 28, 2022, the CCCSWA Board adopted the FY22-23 Operating Budget, including a 3% cost of living allowance for staff, including Mr. Etherington, effective July 1, 2022. If the Board approves the recommended merit increase presented here, on July 1, 2022, when the cost-of-living allowance becomes effective, Mr. Etherington's salary will increase to \$20,797.92 per month / \$249,574.99 per year.

Notwithstanding the above, Mr. Etherington's last day with CCCSWA will be July 8, 2022; the salary increase attributable to the proposed merit increase for the period from April 1 through July 8 is calculated as \$1,046.72.

ATTACHMENT

- A. Fourth Amendment to Employment Agreement between the CCCSWA and Ken Etherington

**FOURTH AMENDMENT OF  
EMPLOYMENT AGREEMENT**

This Fourth Amendment of Employment Agreement (“Fourth Amendment”) is entered into by and between CENTRAL CONTRA COSTA SOLID WASTE AUTHORITY (“CCCSWA”) and KEN ETHERINGTON (“Employee”), collectively referred to as the Parties.

WHEREAS, CCCSWA and Employee entered that certain Second Amendment and Restatement of Employment Agreement dated April 1, 2020, followed by that certain Third Amendment of Employment Agreement dated April 1, 2021 (together, “Employment Agreement”); and

WHEREAS, CCCSWA and Employee desire to amend the Employment Agreement to reflect an increase in compensation.

NOW, THEREFORE, the Parties hereto amend the following sections of the Employment Agreement:

**D. Compensation**

Effective April 1, 2022, Section D of the Employment Agreement is hereby modified to replace the first sentence of the section with the following:

In consideration for Employee’s services, CCCSWA agrees to pay Employee Twenty Thousand One Hundred Ninety Two and 15/100 Dollars (\$20,192.15) per month as compensation, which calculates to an annual compensation of Two Hundred Forty Two Thousand Three Hundred Five and 81/100 Dollars (\$242,305.81).


All other provisions of the Employment Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties have duly executed this Fourth Amendment.

CENTRAL CONTRA COSTA SOLID WASTE  
AUTHORITY

Dated: \_\_\_\_\_ By: \_\_\_\_\_  
RENATA SOS, CHAIR

EMPLOYEE

Dated: 5.17.22 By:   
KEN ETHERINGTON

APPROVED AS TO FORM:

\_\_\_\_\_  
Deborah Miller, Counsel for CCCSWA





# Agenda Report

**TO:** CCCSWA BOARD OF DIRECTORS  
**FROM:** JENNIFER FAUGHT, CONTRACT COMPLIANCE SPECIALIST  
RUTH ABBE, SCHOOLS PROGRAM COORDINATOR  
**DATE:** MAY 26, 2022  
**SUBJECT:** 2022 WASTE REDUCTION STUDENT SCHOLARSHIPS

## SUMMARY

RecycleSmart is pleased to award the following student leaders with Waste Reduction Student Scholarships:

- Sofia Gonzalez – Acalanes High School
- Aya Banaja – Miramonte High School
- Devon Bradley – Miramonte High School

## RECOMMENDED ACTION

1. Board of Directors Recognition and Presentation of 2022 Scholarship Awards to the Waste Reduction Student Scholarship Recipients.

## DISCUSSION

RecycleSmart initiated the student scholarship program in 2015 to inspire and reward student leaders who have made significant contributions to reducing waste at their high school. Since 2015, student leaders from Acalanes High School, Campolindo High School, Miramonte High School, Las Lomas High School, Northgate High School, and San Ramon Valley High School have received RecycleSmart scholarships.

The 2021 scholarship application was prominently posted on the RecycleSmart website and distributed to all high schools in the RecycleSmart service area through their environmental clubs, leadership classes, administration and college counselors. Applicants were required to describe how they reduced waste at their schools, meet with their administration and custodial staff to implement the program, conduct promotional activities, and recruit younger students to carry on the program.

## RecycleSmart Scholarship Application Summaries

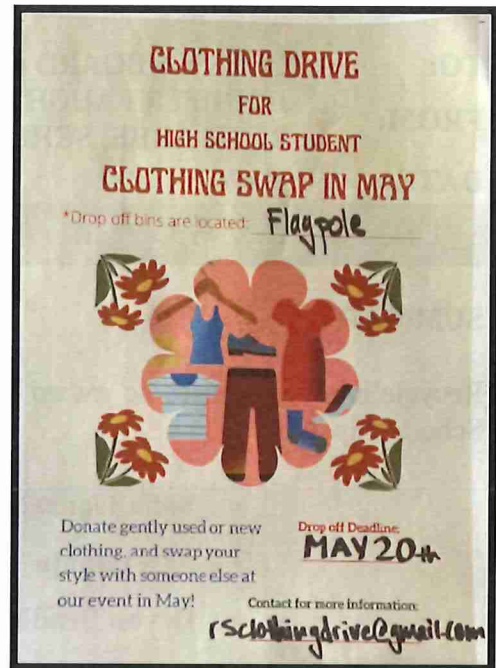
### **Sofia Gonzalez – Acalanes High School**

\$1,000

For Sophia, waste reduction means re-using more and throwing away less. It means finding new ways to repurpose things to reduce waste output from the beginning. Mostly, it means educating students, adults, children and all members of our community on how to reduce their own waste, so our community can reduce our total waste.

Over the past two years, Sofia has utilized her leadership positions for the Acalanes Environmental Club (secretary and vice president) and her RecycleSmart internship to educate her student body and the greater Central Contra Costa school communities.

She joined the RecycleSmart team during the pandemic and became part of a multi-district student waste reduction team. The main focus for the interns was executing a Student Earth Day Summit in April 2021. Sofia's role was to educate the attendees on various movements, organizations and resources for climate awareness and action. She also provided a list of school clubs with current contact information for students to connect and take action at their individual schools.



This school year, Sophia participated in two main RecycleSmart intern projects. Her first project was the creation of customized sorting posters for each high school. Sophia recently posted them near sorting stations on her campus to further educate her student body on the proper way to sort an actual meal from the Acalanes cafeteria.

Sophia is most passionate about the clothing drive/swap project she has put into action this Spring. This took coordination with her Environmental Club, faculty advisor and other RecycleSmart interns. Her goal was to have multiple high schools collect clothing donations at their schools, and later have one large clothing swap for all schools to attend. Time constraints may result in the swaps occurring at each individual school; however, this project will still achieve her desire to increase awareness about the detriments of fast-fashion, and the environmental effects of buying new clothes.

Driven to encourage students to reduce their waste by thrifting or swapping clothes, Sophia has set the stage for future RecycleSmart interns to more easily conduct clothing drives/swaps next year.

Sofia is a resident of Lafayette and will attend UC Davis to study Biology this fall.

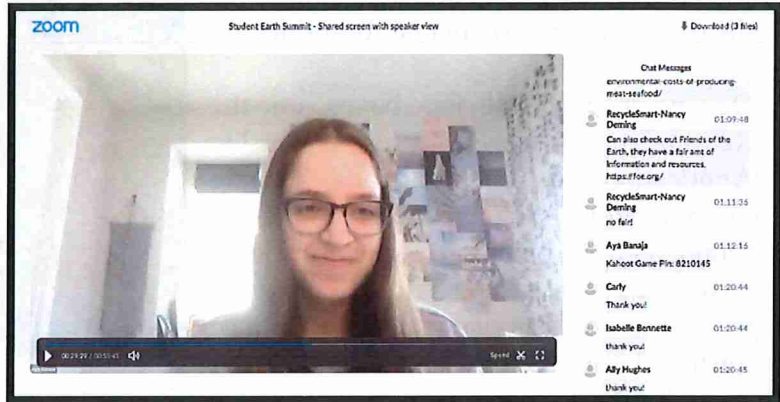


**Aya Banaja – Los Lomas and Miramonte High Schools**

\$1000

For Aya, waste reduction is a way of giving back to the planet. Her journey to protect the environment began by educating herself on waste management, followed by encouraging her family, Las Lomas, Miramonte and the larger Central Contra Costa school community to strive for waste reduction and sustainability.

After teaching her family the importance of composting to reduce waste at home, she expanded her reach by joining the Green Team at Las Lomas High School as a sophomore. During the 2019-20 school year, the Las Lomas Green Team met weekly to develop methods for landfill diversion. Aya and the team coordinated with RecycleSmart to upgrade the bin system to three-streams and to remove excess landfill bins. This Green Team assembled the bin signs campus-wide and created factual posters to improve student awareness of waste reduction benefits. Aya recognized the immediate improvement in students' inclination to recycle and compost due to the new accessibility of clearly labeled bins. The metrics for diversion were impeded by shelter-in-place; nevertheless, the efforts resulted in a better understanding of the need for waste reduction by the Las Lomas High School student body. Aya learned that a complicated plan is not required to make a communal impact.



In 2020, Aya joined the RecycleSmart internship team and switched to Miramonte High School as a junior. During the next year and half, she expanded her impact as an environmental leader by contributing to various on-campus and online projects. Aya assisted in the education of her greater student community as part of the RecycleSmart Interns team. She monitored the chat and Q & A during the Student Earth Day Summit in April 2021. During her senior year, Aya helped the Miramonte Environmental Solutions Club improve sorting on campus, and assisted in the production of the [RecycleSmart Sort 101 video](#). This educational video is currently used by the RecycleSmart School Team to educate the entire school community across most of the service-area.

Aya is a resident of Orinda. This fall she will study Psychology at Saint Mary's College.

**Devon Bradley – Miramonte High School**  
\$2000

From educating students on proper sorting, to diverting waste from the landfill, to banning non-recyclable polystyrene takeout containers, Devon has devoted himself to reducing the amount of excess material used in his community in order to minimize the collective environmental footprint.

Devon checked all the boxes on the RecycleSmart Waste Reduction Scholarship Application by initiating and leading multiple projects to increase diversion at his school and community. He supported local businesses with waste reduction, met with his district food service manager to reduce trash volumes, led a school-wide Green

Team for three years to help promote and monitor sorting, conducted promotional activities to educate students at his high school and multiple Central Contra Costa schools, and recruited younger students to carry on the program at Miramonte after graduation.

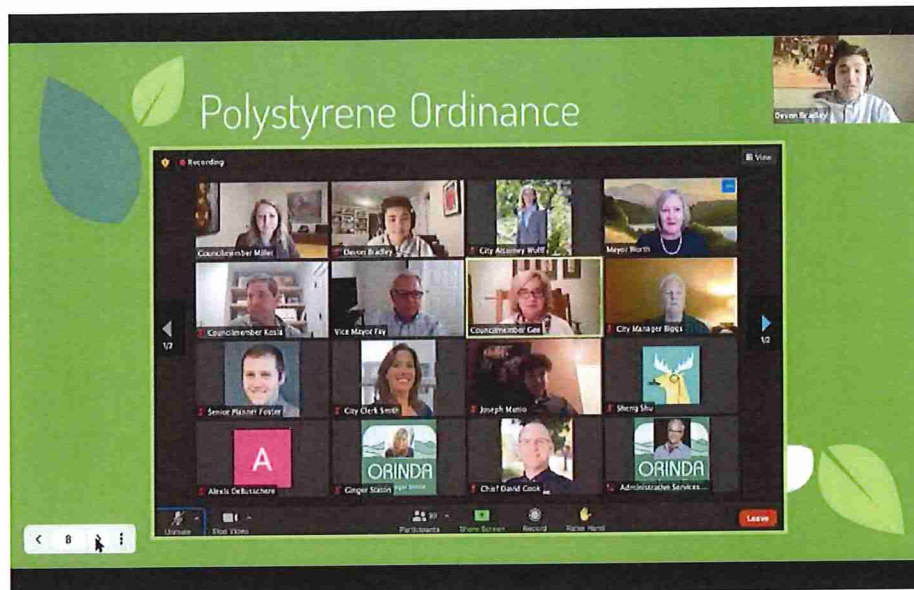


In 2019, Devon founded the Miramonte Environmental Solutions Club with the goal of decreasing waste and single-use plastic in particular. His direct impact at Miramonte was halted until in-person school resumed, when he observed many students throwing away their trash into the wrong bins. The previously successful sorting program needed refreshing, so Devon developed a lunch-time monitoring system. He coordinated with his club, teachers, staff and student leadership to relaunch proper sorting. Planning and executing a training and a tracking system, Devon managed a team of student volunteers to advise fellow students on the correct disposal of their waste. To increase student learning, Devon directed a new waste sorting video that was shown to the student body during Earth Week 2022, plus organized a bin sorting relay in the quad.

Devon hoped to decrease additional waste generated district-wide by requesting a reduction in single-use foodservice items, an issue that became especially palpable with early COVID-19 protocol. He collaborated with RecycleSmart to express his conservation suggestions to the Acalanes Unified High School District Food Service Manager. Purchasing shifts will take time, but Devon's initiative has set the stage for future waste reduction efforts.

In his community, Devon was successful in reducing single-use plastic. When the pandemic hit in 2020, he launched Project HEART (Help the Environment Assist Restaurant Takeout) to fundraise the donation of compostable takeout supplies to help restaurants adjust to the increase in takeout orders and reduce plastic waste. After seeing that many restaurants were using styrofoam takeout containers, he led several club members to lobby the Orinda City Council to ban polystyrene among restaurant takeout, and the ordinance went into effect in August 2021. Devon then took his action to the next

level, by sharing his journey with the entire Orinda Middle School seventh grade to inspire their Take Action Project in 2022.



In addition to his waste reduction leadership at Miramonte and in Orinda, Devon was a leader for our RecycleSmart internship program for two years. He was instrumental in shaping the program to best serve students, updating educational materials used by the RecycleSmart Schools team, and developing best practices for incoming waste reduction interns and green team members.

Devon is a resident of Orinda. He will major in Climate Science and may attend UCLA (not officially committed).

Articles:

- [Polystyrene Ban Lamorinda Weekly](#)
- [Project HEART Orinda News](#)

Videos:

- [Orinda Middle School Presentation covering Project HEART and Polystyrene Ban](#)
- [2022 Miramonte Waste Sorting Video](#) - directed by Devon Bradley
- [RecycleSmart Sort 101 Video](#) - co-producer and actor





Central Contra Costa Solid Waste Authority

# Agenda Report

**TO:** CCCSWA BOARD OF DIRECTORS  
**FROM:** KEN ETHERINGTON, EXECUTIVE DIRECTOR  
**DATE:** MAY 26, 2022  
**SUBJECT:** EXECUTIVE DIRECTOR'S MONTHLY REPORT

## SUMMARY

RecycleSmart Staff performs high level programmatic and administrative tasks each month to provide outreach and education to residents, businesses and schools to increase diversion and instill waste prevention practices. Staff manages the franchise agreements and customer service in addition to monitoring facility and monthly reporting by our service providers. Staff actively engages with community groups and regional partners on a variety of topics including SB 1383, legislation and industry best practices.

## RECOMMENDED ACTION

1. This report is provided for information only. No Board action is required.

## DISCUSSION

On May 12, RecycleSmart and the member agency liaisons conducted their annual AB 939 meeting with CalRecycle. The meeting included a compliance review of AB 1826 and AB 341, an SB 1383 implementation update, and a discussion of our approach to inspections of covered commercial edible food generators and food recovery organizations. Each member agency reported out on recycled content paper purchasing policies, practices, and newly established tracking procedures. Liaisons also reported out on implementation of their Water Efficient Landscape Ordinances and project tracking.

### **Provided below is information on completed and ongoing activities in May 2022.**

- RecycleSmart and Republic Services hosted the annual compost giveaway in Lafayette on May 7 with over 250 attendees. A Walnut Creek giveaway is planned for June 18. Residents can register at: [www.recyclesmart.org/ICAW](http://www.recyclesmart.org/ICAW). The compost provided counts toward SB 1383 jurisdiction procurement requirements and is being tracked by RecycleSmart.
- Ashley Louisiana was a presenter at the Lafayette Chamber of Commerce "Reusable Containers in Restaurants" webinar on May 10. The webinar was free for restaurant owners and residents interested in learning how to reduce waste, with a focus on food packaging and reusables. A recording of the webinar can be viewed at [www.LafayetteChamber.org/Reusables](http://www.LafayetteChamber.org/Reusables)

- Monthly meeting with Schools Program contractor Ruth Abbe & Associates.
- Biweekly meeting with Republic Services.
- Contract negotiations continue with EBMUD. Staff are negotiating a new contract that would expire in 2027, in alignment with the franchise contracts, and include an increased tip fee to more accurately capture EBMUD's operating costs.
- Spring single-family and multifamily newsletter mailed to residents with associated social media.
- Weekly meeting with SGA to develop organics recycling outreach campaign. A final local print advertisement is provided as Attachment A. Staff is coordinating new truck signs, direct mail, local newspaper advertising, social media and online advertising, video ads and updated website content.
- Developing new outreach:
  - Reviewed all member agency websites to locate RecycleSmart/service information. Providing feedback to member agency staff and developing content for member agency websites.
  - AB 1276 (single-use food ware accessories upon request) and AB 619 (reusable containers) outreach to businesses and residents.
    - Developing new website page
    - Fact sheets (including guidance on purchasing compostable food packaging)
    - Signage for businesses to communicate to customers
    - Direct mail to commercial accounts in partnership with Republic Services
- SB 1383 updates:
  - Continuing contracting process with Contra Costa Health Services to begin Tier 1 generator inspections in 2022-23 Fiscal Year. Additional information can be found below.
    - RecycleSmart will conduct initial SB 1383 edible food recovery training with county health inspectors, June 30.
  - At the County's request, staff is negotiating a Memorandum of Understanding to outline agency responsibilities for the unincorporated portion of the RecycleSmart service area. The parties met for the second time on May 9. Please see below for further information.
  - Received confirmation from CalRecycle that each member agency was awarded SB 1383 grant funding. Walnut Creek: \$101,536; Danville: \$62,906; Lafayette: 36,767; Orinda: 27,916; Moraga: 24,734. Each Member Agency is withholding a portion of their grant award to cover administrative costs. The remaining funds will come to RecycleSmart for SB 1383 program implementation. The County will also contribute funds to the agency; however, the exact amount is unknown.
  - Attended CalRecycle's SB 1383 Procurement webinar, May 3.
  - CalRecycle food recovery grant implementation update meeting with White Pony Express.
  - Organic Waste Product Procurement Direct Service Provider Program with Republic Services Forward Compost Facility. The compost facility reported that in the first quarter of 2022 it sold 5,242 tons of finished compost on behalf of the member agencies, thereby meeting 50% of each member's SB 1383 annual organic waste procurement obligation. It is our expectation that 100% of the member agency obligation will be met by the end of the calendar year, if not sooner.

- Staff participated in or attended the following meetings and events:
  - AB 939 countywide meeting, May 3
  - Danville Town Talks with Mayor Arnerich, May 6
  - Moraga Kiwanis Citizen of the Year event, May 6
  - Walnut Creek Chamber Civic Affairs Forum, May 10
  - BayROC (Bay Area Recycling Outreach Coalition) working group meeting, May 10
  - Lafayette Environmental Task Force meeting, May 12
  - Annual AB 939 meeting with CalRecycle and member agency liaisons, May 12
  - California Organics Recycling Technical Council meeting, May 13
  - NCRA Zero Food Waste webinar, May 13
  - Statewide Circular Economy Symposium, May 17
  - Lafayette Chamber event, May 17
  - US Conference of Mayors Municipal Waste Management Executive Committee meeting, May 19
  - Moraga Liaison meeting, May 20

### **Contract for Services with Contra Costa Health Services for Required SB 1383 Commercial Edible Food Generator Inspections**

SB 1383 requires the implementation of edible food recovery programs and requires Commercial Edible Food Generators (CEFG) to recover the maximum amount of edible food that would otherwise be disposed (including composting). SB 1383 also requires inspections of CEFG for compliance with the regulations, starting with Tier 1 generators in 2022 and Tier 2 generators in 2024. Enforcement for all CEFG begins January 1, 2024.

Contra Costa Health Services (CCHS) currently permits and conducts routine inspections at retail food facilities, some of which are CEFG that must comply with the edible food recovery requirements in SB 1383. RecycleSmart and CCHS recognize that it would be efficient for CCHS to perform the required SB 1383 inspections and provide assistance in educating these facilities.

RecycleSmart and CCHS have been meeting to develop an outreach and inspection process for CEFG. A countywide edible food recovery brochure was updated and printed in English, Spanish and Chinese. CCHS field inspectors are now distributing outreach to all food facilities, to also encourage voluntary food donation and participation in food recovery programs.

A contract for services with CCHS for CEFG inspections should be complete and presented to the Board at the July 28 Board Meeting. The contract will include inspection of all SB 1383 Tier 1 CEFG, follow-up inspection due to non-compliance, outreach, staff training and reporting to RecycleSmart through March 2024 for \$199 per hour. An initial inspector training is tentatively scheduled for June 30<sup>th</sup>.

### **RecycleSmart Tier 1 Commercial Edible Food Generators**

SB 1383 edible food recovery requirements for Tier 1 CEFG began on January 1, 2022. Tier 1 generators include supermarkets, grocery stores, food service providers, food distributors and wholesale food vendors. The RecycleSmart service area has thirty-one (31) Tier 1 CEFG that will be

inspected by CCHS throughout 2022-2023. A list of SB 1383 covered generators by Member Agency was provided to the Board at the December 2021 Board Meeting. RecycleSmart Tier 1 generators are provided as Attachment B.

RecycleSmart reviewed CCHS permit records to determine which entities should be on its Tier 1 (and Tier 2) lists. Those lists were supplemented by information obtained from the California Department of Public Health, which permits food service providers, food distributors and wholesale food vendors in the RecycleSmart service area.

RecycleSmart was one of the first jurisdictions in the state to develop its list of generators, and is acknowledged in a guidance document developed by CalRecycle that outlines a procedure and tips to determine Tier 1 and Tier 2 CEFG (Attachment C).

When this partnership with CCHS is memorialized, RecycleSmart will have all the required components of its SB 1383 edible food recovery program in place. Staff wants to acknowledge the CCHS team for their willingness to assist with this program. With increased outreach and oversight, donation of edible food to people will decrease organic waste to landfill and help those in need in our communities.

#### **County MOU, and Amendment to CCCSWA Ordinance No. 16-1**

All local jurisdictions have responsibilities under SB 1383, but unlike RecycleSmart's other member agencies, Contra Costa County has territory that is not within RecycleSmart jurisdiction and also has county specific responsibilities. Therefore, both RecycleSmart and the County have adopted ordinances to implement SB 1383's requirements in their jurisdictions. To clarify their relative responsibilities in the unincorporated area that is within RecycleSmart's jurisdiction, the County requested that the two agencies enter into an MOU. Although both ordinances can be enforced in the RecycleSmart unincorporated area if necessary, the MOU will state that RecycleSmart will take the lead on implementing and enforcing SB 1383 requirements there.

To carry out this plan, RecycleSmart must have the authority to take enforcement action when necessary. RecycleSmart's Ordinance No. 16-1 states that it will not be used in the unincorporated area. Therefore, an amendment to the Ordinance is required. Staff plans to bring both items to the Board for approval (the MOU, and the first reading of an ordinance amendment) at its July meeting.

#### **ATTACHMENTS**

- A. Organics Recycling Outreach Campaign Local Print Advertisement
- B. RecycleSmart Tier One Commercial Edible Food Generator List
- C. CalRecycle Acknowledgement





# WE DON'T TRASH FOOD

## WE THROW FOOD SCRAPS IN THE GREEN CART

Let's be fur real: Your pets wouldn't waste food on your plate. We shouldn't waste food either. Give your food scraps a new leash on life and throw them into the green organics cart. Green cart material is made into a nutrient-rich, moisture-retaining soil amendment. *No pet waste in the green cart; place in the black cart.*

### What goes in the green cart?

- ✓ All food scraps
- ✓ Uncoated food-soiled paper
- ✓ Yard trimmings

It's easy! Wrap food scraps in newspaper, paper bags or BPI-Certified compostable bags.

Residents can call Republic Services at (925) 685-4711 to request a **FREE 3-gallon kitchen food scraps container**, once every two years.





**RecycleSmart Tier One Commercial Edible**  
**Food Generators By Member Agency**

<b>Walnut Creek</b>		
<b>Tier One</b>		
WHOLE FOODS MARKET	1333 Newell Ave	94596
SAFEWAY STORE	600 S Broadway	94596
TRADER JOE'S	1372 S California Blvd	94596
LUNARDIS MARKET	1600 Palos Verdes Mall	94597
SAFEWAY STORE	710 Bancroft Rd	94598
SAFEWAY STORE	1972 Tice Valley Blvd	94595
SAFEWAY STORE	2800 Ygnacio Valley Rd	94598
WHOLE FOODS MARKET	2941 Ygnacio Valley Rd	94598
SPROUTS	1530 Geary Road	94597
DEL MONTE FOOD, INC.	205 North Widget Lane	94598
JOHN'S GENOVA DELI, INC.	2730 Camino Diablo	94597
<b>Contra Costa County</b>		
<b>Tier One</b>		
SAFEWAY STORE	200 Alamo Plaza (Alamo)	94507
CALIFORNIA WOOD FIRED PIZZA, LLC	143 Silver Pine Lane (Blackhawk)	94506
DRAEGERS SUPERMARKET	4100 Blackhawk Plaza Cir	94506
<b>Danville</b>		
<b>Tier One</b>		
TRADER JOES	85 Railroad Ave	94526
COSTCO WHOLESALE	3150 Fostoria Way	94526
LUNARDIS MARKET	345 Railroad Ave	94526
LUCKY'S MARKET	660 San Ramon Valley Blvd	94526
SAFEWAY STORE	3496 Camino Tassajara	94506
SMART & FINAL	460 Diablo Rd	94526
<b>Orinda</b>		
<b>Tier One</b>		
SAFEWAY STORE	2 Camino Sobrante	94563
ZP FOODZ, LLC (REPUBLIC OF CAKE)	P. O. Box 302	94526

<b>Moraga</b>		
<b>Tier One</b>		
SAFEWAY STORE	1355 Moraga Wy	94556

<b>Lafayette</b>		
<b>Tier One</b>		
TRADER JOES MARKET	3649 Mt Diablo Blvd	94549
DIABLO FOODS	3615 Mt Diablo Blvd	92103
SAFEWAY STORE	3540 Mt Diablo Blvd	94549
WHOLE FOODS MARKET	3502 Mt Diablo Blvd	94549
ANNE'S TOUM LLC	2759 Grande Camino	94598
JAMALULA INC.	2113 Wilmington Drive	94596
SPARKLE & JOY LLC	3696 Boyer Circle	94549
CARBERRY HOLDINGS, LLC	P. O. Box 43	94549

## Acknowledgements

This guidance document was prepared by CalRecycle with review and input from a Resource Group of experts in a variety of fields and geographic areas of the State. We would like to thank key members of the CalRecycle team and Resource Group members who contributed to this guidance document as follows:

### Resource Group

Susan Blachman, Blachman Consulting  
Stephanie Ewalt, County of San Diego  
Jack Johnson, County of San Mateo  
Jack Steinmann, County of San Mateo  
Michele Young, County of Santa Clara  
Amber Duran, Edgar Inc.  
Tyla Montgomery Soylu, Hidden Resources  
Ashley Louisiana, Recycle Smart  
Jennifer Faught, Recycle Smart  
Judith Silver, Recycle Smart  
Lisa Coelho, SCS Engineers  
Robin Franz Martin, Silicon Valley Food Recovery  
Jenny Stephenson, US EPA  
Rachel Otair-Parris, Abound Food Care  
Marissa Juhler, Yolo County Central Landfill  
Marie Mourad, Zero (Food) Waste

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Leticia Murphy, Office Technician  
Ashlee Yee, Senior Environmental Scientist





Central Contra Costa Solid Waste Authority

## Future Agenda Items

TYPE	BOARD MEETING: 07/28/2022
C	Approve 5/26/2022 Minutes
C	Adopt Resolution 2022-08, Continued use of Teleconferencing for all CCCSWA meetings under AB 361
A	CC Health Services Draft Contract for SB 1383 Edible Food Generator Inspections
I	Executive Director's Monthly Report
P	Amendment to Administrative Citation Ordinance No. 16-1
P	2021-2022 Annual Schools Program Report

TYPE	BOARD MEETING: 09/22/2022
C	Approve 07/28/2022 Minutes
C	Adopt Resolution 2022-09, Continued use of Teleconferencing for all CCCSWA meetings under AB 361
A	Amendment to Administrative Citation Ordinance No. 16-1 – First Reading
I	Executive Director's Monthly Report
P	Solid Waste Collection Rates for RY9

TYPE	BOARD MEETING: 10/27/2022
C	Approve 09/22/2022 Minutes
C	Adopt Resolution 2022-10, Continued use of Teleconferencing for all CCCSWA meetings under AB 361
A	Amendment to Administrative Citation Ordinance No. 16-1 – Second Reading
I	Executive Director's Monthly Report
P	2022 Final Legislation Update
P	AB939 2021 Annual Report

**TYPE**

- C – Consent Item
- A – Action Item
- I – Information Item
- P – Presentation

