

WEST CONTRA COSTA INTEGRATED WASTE MANAGEMENT AUTHORITY BOARD OF DIRECTORS MEETING MINUTES – DECEMBER 9, 2021

Meeting Date | Time 12/9/2021 6:15 PM | Meeting Location *The meeting was held exclusively via teleconference participation of a quorum of Board members in locations not open to the public in compliance with the Governor's March 4, 2020 State of Emergency Declaration and enactment of Assembly Bill 361 on September 16, 2021, which adopted exemptions to the Ralph M. Brown Act and the proposed findings to be adopted by the Board at this meeting, to be conducted by teleconference only in accordance with Government Code Section 54953(e). No physical location will be available for this meeting. All votes of the Board to be Roll Call votes.*

Meeting called by Board of Directors

Type of meeting Regular

Authority Staff Present Peter Holtzclaw, Lisa Borreani, Christina Leard, Andy Schneider, Donald Sturman

Legal Counsel John Bakker

Board Members Present:

Directors: A. Pineda, San Pablo; T. Rudnick, El Cerrito; A. Tave, Pinole; D. Romero, Hercules (Vice-Chair); E. Martinez, Richmond Alternate, and N. Bates (Chair), Richmond

Absent: G. McLaughlin, Richmond; M. Willis, Richmond; and, F. Glover (Ex-Officio) Contra Costa County

CALL TO ORDER/ROLL CALL

Chair Bates called the meeting to order at 6:15 P.M. The Roll Call established the existence of a quorum (Bates, Martinez,* Pineda, Romero, Rudnick, and Tave). *Director Martinez arrived after Roll Call at 6:18 P.M.

CLOSED SESSION

There was no Closed Session.

PLEDGE OF ALLEGIANCE

Chair Bates led the Pledge of Allegiance.

EX-PARTE COMMUNICATIONS & DISCLOSURE

There were no ex-parte communications or disclosures.

PUBLIC COMMENT

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

CONSENT CALENDAR

MOTION by Vice Chair Romero to approve Consent Calendar Items 6.0 and 6.1. **SECOND** by Director Rudnick.

MOTION PASSED unanimously by a Roll Call vote.

STAFF REPORT

Staff Report Item 7 - | Presenter | Peter Holtzclaw - Executive Director

Executive Director Peter Holtzclaw reported that a consultant Request for Proposal (RFP) for edible food recovery would be brought to the Board for consideration at the January 2022 meeting. He referred to productive meetings on the topic of developing the strategy for edible food recovery and noted that the distribution element would have to be pursued. Strong partners were being sought to develop even more projects and more infrastructure.

Agenda Item 8.0 – Household Hazardous Waste (HHW) Metrics Report | Presenter | Christina Leard, HHW Program Manager

HHW Program Manager Christina Leard presented a report prepared by Larry Sweetser of Larry Sweetser & Associates, Inc. She explained that there were two permanent hazardous waste collection sites; one in Richmond (West County Resource Recovery) open Wednesdays through Saturdays for HHW collection, and one in El Cerrito (El Cerrito Recycling Center) open on Tuesdays only for HHW collection. She presented a number of tables to identify the participation data from 2012 for both sites along with the three annual one-day events. She also identified the participation by program and jurisdiction and pointed out the seasonal fluctuations with lower participation during the winter. The tables identified the popularity of the one-day events and the increase in usage overall. Participation had also been broken down for each permanent facility, in this case from 2020 and 2021, with participation by jurisdiction spread out across the board. Weekly participation by day of the week identified the usage as fairly consistent each day of the week. Other data, such as volume and waste types collected was also provided. She explained that sharps and pharmaceuticals collected were under the Door-to-Door Program and almost entirely collected from the kiosks located around the service area.

Ms. Leard presented participation numbers for the one-day events held in 2020 and 2021 with Hercules events most popular with Hercules and Pinole residents; El Sobrante events most popular with El Sobrante, Pinole, Richmond, and San Pablo residents; and Richmond events primarily attended by Richmond residents. She compared the one-day events from 2019 to 2021 and noted the increased participation during the COVID-19 pandemic. She also pointed out specific programs, such as El Cerrito's oil payment program (used oil) administered by RecycleMore.

Ms. Leard presented the reuse program, stated it was very popular with the public, and explained that when the material had been set aside it was quickly removed. She reported that about 2 percent of the incoming HHW was set aside for reuse in 2020 with an additional 14,992 pounds of latex and oil-based paint sent for reuse and reimbursed under the PaintCare Stewardship Program. She advised there had been a decrease in 2020 from the previous year's high likely due to COVID-19 impacts. Using an estimate of \$0.80 per pound for disposal, the reuse program saved approximately \$12,000 for 2020 year to date.

With respect to the Architectural Paint Stewardship Program known as PaintCare, Ms. Leard stated in addition to the West County HHW program, there were two PaintCare-sponsored drop-off locations in the RecycleMore service area at Kelly-Moore in San Pablo and Westlake Hardware in Pinole. She noted that Home Depot in Hercules had been approached several times with requests to participate in accepting paint under the Paint Stewardship Program, although Home Depot had declined. To date, \$176,500 had been saved by participating in the stewardship program.

Ms. Leard also identified other information such as a time of day analysis to identify HHW delivery, which indicated a fairly even spread of arrival times throughout the day with a small dip around the lunch hour. A program metrics comparison had also been developed between the two permanent facilities and the one-day events for overall cost, pounds, participants, operating days, cost per participant, cost per pound, pounds per person and pounds per day. The data revealed that there were more pounds per person delivered to El Cerrito than Richmond indicating a larger

load size, and significantly more batteries accepted at El Cerrito during six days a week collection than from Richmond's four days per week collections.

Ms. Leard reported that the one-day events were the costliest option due to several factors including coordination with the site owners and documentation requiring staff time; events required 30-40 staff for the day plus significant time spent preparing the site (the facilities operated with an average of three staff); preparations for the event required public notification through postcard mailings and electronic notifications to the area; local permit fees and the cost for off-duty officers added some cost; and the entire operating area needed to be covered with plastic as required by regulations. She reported that the cost of labor and materials was significant.

Ms. Leard advised that the analyses indicated some potential trends on HHW program participation that was worthy of future review including a review of the level of repeat customers; evaluation of the storage capacity of the El Cerrito Satellite HHW facility; reviewing usage of home-generated sharps and pharmaceuticals collection for impacts from the pending implementation of the Pharmaceutical and Sharps Waste Stewardship Program (SB212); reviewing usage of the Door-to-Door Program; and reviewing small business and non-profit programs.

Ms. Leard stated that by having the El Cerrito Satellite facility open on Tuesdays, adding Wednesdays to the Richmond's facilities operating schedule and with the three one-day HHW events, there had been significantly increased participation and an increase in the amounts of HHW collected. The El Cerrito facility had significantly increased the participation of El Cerrito residents as well as neighboring Richmond residents; El Cerrito residents and other service area residents preferred to use the local HHW facility, which was only open one day a week as opposed to the Richmond facility being open four days a week but further away; the one-day events were popular, especially with Hercules and El Sobrante residents; participation in the Architectural Paint Stewardship Program continued to provide significant cost savings; the reuse program was increasing in usage saving significant disposal costs; participants reported that they had significantly used the facility previously; and residents delivered HHW to the facility fairly consistently throughout the day.

In response to Chair Bates as to the concern for illegal dumping and how the one-day HHW events could help in that regard, Mr. Holtzclaw explained that illegal dumping was somewhat out of RecycleMore's jurisdiction although the Authority wanted to create enough incentive for residents to dispose of the myriad things dumped on streets, such as mattresses. He agreed that illegal dumping was a huge problem and suggested that all waste collection organizations, jurisdictions and public works departments had to work together to address those kinds of issues.

Director Tave referred to volume and noted that weekly participation had increased overall as had the overall waste tonnage, which he verified with Ms. Leard was associated with the one-day events. He questioned whether the convenience of the one-day events had been encouraging residents to bring their HHW to those events.

Mr. Holtzclaw suggested that the participation numbers were expected to return to pre-pandemic levels given that the numbers had increased during the pandemic. He emphasized that the program was solid and compared to other jurisdictions the program made it very easy for West County residents to dispose of materials. The two permanent sites were well spaced to allow the whole jurisdiction access to those sites, and issues had been identified to further promote the program through education and publicizing the program to increase participation. He emphasized that the one-day events were intended to address the seasonal increases in participation. It was pointed out that the events were generally scheduled during summer months given that they were weather prohibitive.

In further response to comments, Larry Sweetser explained why the cost per participant differed between Richmond and El Cerrito in that El Cerrito received more pounds total, which had to do with larger loads.

Mr. Holtzclaw agreed and noted that the cost per pound was almost identical but the cost per participant generally had to do with the larger loads.

Ms. Leard clarified that business waste was not accepted at El Cerrito. Only residential waste was accepted. With respect to grants, she reported that RecycleMore had participated in the CalRecycle Used Oil program to promote programs in the RecycleMore service area and to cover the oil collected in El Cerrito. She added that the just-received HD-37 grant would target marine flares. She also explained that there were certified oil collection centers throughout West County and the cost of paint disposed through the Paint Care Stewardship Program was being reimbursed. It was the other HHW items that were most costly.

Mr. Sweetser explained that the disposal of oil and paint were at no cost given the recycling fee charged at the time of purchase.

Director Tave requested that the HHW metrics information be posted on the RecycleMore website.

PETER NUTI, Republic Services, stated with respect to cost that Richmond was the base and economies of scale were picked up for the El Cerrito site. He commented that the two sites could not be compared because each HHW program attempted to target a different segment of the population that might or might not have access to any of the facilities. He explained that the one-day events targeted the outlying areas away from the permanent sites for those residents who might have a hard time getting to the permanent sites, and were intended to encourage residents to eliminate material from their property to get as much material out of the waste stream as possible and to reduce illegal dumping from the service area.

Director Martinez asked if there was any way to monitor hazardous materials that were being dumped in the regular waste stream. He sought another report with that information, if available.

Mr. Sweetser referred to requirements on solid waste facilities and stated that hazardous or prohibitive waste in the waste stream had to be pulled out. He stated those requirements had not been reflected in the reports.

Vice Chair Romero commented that batteries were the fourth largest item collected and there were no kiosks to collect batteries. He recommended a kiosk program in the next year to collect batteries at sites such as senior centers, community centers and city halls.

Ms. Leard explained that RecycleMore had a Big Green Box Battery Recycling Program where prepaid shipping boxes to collect batteries had been purchased and had been provided to senior centers and libraries. That program had been extremely challenging to run as there were issues to manage and handle batteries. She noted that Lithium batteries were fire hazards and prior to shipping the boxes someone had to inspect them to make sure the batteries were properly packaged. There were a number of liability issues and a number of participants had dropped out of the program given the time involved. She added that when those boxes were shipped, she had repeatedly gotten notices of non-compliant boxes. As a result, the program had been discouraged because of liability issues.

Vice Chair Romero recommended some effort to consider battery collection. He also referred to the very popular mattress collection events, noted the large budget for that segment of collection, and had been disappointed that there had been no information provided in the report on the mattress collection counts. He questioned the analysis without electronics and paint on Page 12 of the report, noted the high volume of paint collection and other hazardous waste and asked for a clarification. He also questioned the statement that RecycleMore had to pay for off-duty officers at the one-day events. He urged a campaign in 2022 to force the big box stores like Home Depot and Lowe's to collect used paint.

Mr. Holtzclaw agreed with a goal to craft a paint ordinance that could be taken to the County Board of Supervisors. He recommended using the San Luis Obispo ordinance as a model.

Mr. Nuti stated that through the Door-to-Door Program, Republic Services had been servicing batteries at the Pinole Senior Center when 40 to 50 pounds was routinely picked up every two weeks at that one center. He also reported that Republic Services had used police officers at the one-day HHW events in El Sobrante given the impact on the neighborhood, at the Galileo Club in Richmond specifically for traffic control, and that the City of Richmond charged \$1,500 for two police officers for eight hours apiece.

Mr. Sweetser noted that officers drove by the one-day events in Hercules but did not engage given that the traffic flow worked at that location. With respect to batteries, he confirmed there were programs that collected batteries from more retail locations, although there was an issue to meet regulatory standards for packaging, particularly for the taping of Lithium batteries given that there had been fires in the collections. He stated that right now a good portion of one person's time was taping batteries. More batteries would require more people. There had been attempts to get the battery industry engaged similar to paint and oil collections. An option could be the use of rechargeable batteries over disposal batteries. With respect to electronics and paint separation in the report, he clarified the attempt to normalize the waste streams between El Cerrito and Richmond.

Ms. Leard stated with respect to mattresses that she could compile the numbers and provide a brief report on mattress collection overall for the last couple of years.

Vice Chair Romero supported the mattress collection program and the help it provided West County communities.

Director Pineda wanted to see a similar presentation and wanted to revisit the conversation during the rate setting process.

BOARD MEMBER AND STAFF ANNOUNCEMENTS

There were no Board Member or staff announcements.

ADJOURNMENT

With consensus of the Board, Chair Bates adjourned the meeting at 7:21 P.M. until the regular Board meeting scheduled for January 13, 2022 at 6:15 P.M.

I hereby certify the foregoing to be a true and correct statement of the Official Minutes of the West Contra Costa Integrated Waste Management Authority Board meeting held December 9, 2021.

Donald W. Sturman

Board Secretary, Donald Sturman

Jan 20, 2022

Date






2021 12-09 Board Meeting Minutes-WCCIWMA-RecycleMore

Final Audit Report

2022-01-21

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