

# WEST CONTRA COSTA INTEGRATED WASTE MANAGEMENT AUTHORITY BOARD OF DIRECTORS MEETING MINUTES – MARCH 10, 2022

**Meeting Date | Time 3/10/2022 6:15 PM | Meeting Location** *The meeting was held pursuant to the provisions of California 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, Andy Schneider, Donald Sturman

Legal Counsel John Bakker

## Board Members Present:

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

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

## CALL TO ORDER/ROLL CALL

Chair Romero called the meeting to order at 6:21 P.M. The Roll Call established the existence of a quorum (Bates\*, McLaughlin, Pineda, Romero, Rudnick, Tave). \*Director Bates arrived at 6:24 P.M.

## CLOSED SESSION

There was no Closed Session.

## PLEDGE OF ALLEGIANCE

Director Pineda 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 Rudnick to approve Consent Calendar Items 6.1 and 6.2. **SECOND** by Director McLaughlin.

**MOTION PASSED** by a Roll Call vote with Director Bates' abstention.

## STAFF REPORT

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

Executive Director Peter Holtzclaw reported that future agenda items in April would include:

- CalRecycle SB 1383 Information Item
- Triennial Review Presentation by R3 Consulting
- Management of the Compliance Fund
- Edible Food Recovery Consultant Selection
- Executive Director Annual Review
- New Program Manager Job Descriptions
- Memorandum of Understanding (MOU) and Work Plan

The May agenda would include the following:

- WCCIWMA Budget
- Records Retention Policy
- MOU (if not brought to the Board earlier)

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**Agenda Item 8.1 – Edible Food Recovery Consultant Selection – Errata | Presenter | Peter Holtzclaw, Executive Director**

Mr. Holtzclaw advised that while action on the edible food recovery consultant selection had been proposed for this agenda given that one bid had been received by the February deadline, a second bid had come in through a junk e-mail box and the item would be delayed. A recommendation would be brought to the Board in April after interviews and analyses. He looked forward to getting the work started given the importance of the landscape related to Tier 1 and Tier 2 edible food generators as well as to support the infrastructure and finding new agencies to partner with for later programs, projects and opportunities. The analysis and recommendation for the two bids would be returned at the next meeting.

Vice Chair Rudnick noted a big cost difference in the two bids and asked why that would be the case, to which Mr. Holtzclaw expressed a desire to withhold comments until after the interviews had been conducted to be able to find out why there was such a disparity and to report back to the Board.

Chair Romero also had a concern with the differences in the bids. He asked what “outreach support” meant in the context of the bids and hoped that would be clarified in the interviews.

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

## **BOARD MEMBER AND STAFF ANNOUNCEMENTS**

There were no announcements.

## **ADJOURNMENT**

With consensus of the Board, Chair Romero adjourned the meeting at 6:34 P.M. until the regular Board meeting scheduled for April 14, 2022 at 6:15 P.M.

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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 March 10, 2022.

*Donald W. Sturman*

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Board Secretary, Donald W. Sturman

Apr 15, 2022

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Date






# 2022 03-10 Board Meeting Minutes-WCCIWMA-RecycleMore

Final Audit Report

2022-04-15

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