



Minutes of the February 21, 2018 Meeting

The Sonoma County Waste Management Agency met on February 21, 2018, at the City of Santa Rosa Council Chambers, 100 Santa Rosa Avenue, Santa Rosa, California.

Board Members Present:

City of Cloverdale	Melanie Bagby	City of Santa Rosa	Absent
City of Cotati	Susan Harvey	City of Sebastopol	Henry Mikus
City of Healdsburg	Larry Zimmer	City of Sonoma	Absent
City of Petaluma	Dan St. John	County of Sonoma	Trish Pisenti
City of Rohnert Park	Pam Stafford	Town of Windsor	Deb Fudge

Staff Present:

Executive Director/Acting Clerk: Patrick Carter

Counsel: Ethan Walsh

Staff: Thora Collard, Courtney Scott, Kristin Thigpen, Felicia Smith

1. Call to Order Regular Meeting

Regular meeting was called to order at 8:37 a.m.

2. Agenda Approval

3. Public Comments (items not on the agenda)

None

4. Consent (w/attachments)

4.1 Minutes of the January 17, 2018 Regular Meeting

4.2 February and March 2018 Outreach Calendar

4.3 SCWMA 2017/18 Second Quarter Financial Report

Public Comments:

None.

The motion for approval of items on consent calendar was made by Pam Safford, City of Rohnert Park, and seconded by Trish Pisenti, County of Sonoma.

Vote Count:

City of Cloverdale	Absent	City of Santa Rosa	Absent
City of Cotati	AYE	City of Sebastopol	AYE
City of Healdsburg	AYE	City of Sonoma	Absent
City of Petaluma	AYE	County of Sonoma	AYE
City of Rohnert Park	AYE	Town of Windsor	AYE

AYES -7- NOES -0- ABSENT -3- ABSTAIN -0-
Motion passed.

Regular Calendar

5. 2017 Education and Outreach Reports

Kristin Thigpen, SCWMA staff, presented to the board the outreach reports for 2017.

Melanie Bagby, City of Cloverdale arrived at 8:45 am.

Board Discussion

Susan Harvey, City of Cotati, commented the in-person outreach and HHW outreach events were lacking in Cotati and would like to add dates in 2018. Ms. Harvey questioned the high usage of users from San Francisco.

Mr. Carter responded that it may be an ISP/web server masking the location that misrepresents the data in the analytics.

Mr. St. John asked about the high activity for Santa Rosa for Eco Desk interaction.

Ms. Thigpen responded that it most likely due to higher population counts.

Ms. Stafford asked how we track the information. Many cell phones are from out of the area.

Ms. Thigpen responded that we ask callers where they come from, and Mr. Carter commented that most Eco Desk callers self-report location.

Public Comments

None.

Board Discussion

Mr. Mikus commented that historical evidence shows how much outreach and interaction the SCWMA staff engage in. No action was taken, as this item was informational.

6. Discussion and Possible Action on FY 2018-19 SCWMA Work Plan

Thora Collard, SCWMA staff, recommended the Board authorize the FY 2018-19 work plan. New programs include a battery disposal pilot program and internship program.

Mr. Carter expanded on the single use battery disposal problem within our county. SCWMA staff would like to solicit businesses willing to be a collection location. Under the proposed program, the SCWMA would cover the disposal cost of the batteries. The program should not be an increased cost, since the batteries, if disposed of properly, should already be coming through the Household Toxic Facility for disposal.

Board Discussion

Mr. Mikus asked about the state program, if it was still in effect.

Mr. Carter responded that there was no statewide EPR program currently in effect.

Ms. Fudge commented that the Windsor hauler allows people to put batteries in bags on the recycle can that the driver will pick up. Ms. Fudge would also like to increase awareness and education on moving away from single use batteries.

Ms. Harvey commented that we should check with Recology on their policies and procedures. The hauler would be an easier method for collection and pickup.

Mr. Carter responded that Recology does offer that in the new franchise agreement for Santa Rosa only, but we need ask if they can extend that to the other service areas even though it is not part of the current agreements.

Ms. Fudge, Ms. Harvey, Ms. Stafford, and Ms. Bagby commented on locations that accept batteries in their respective jurisdictions.

Mr. St. John commented that he was happy to see the mandatory recycling program in the Work Plan. Mr. St. John would like to see more resources used in that area and inquired how the SCWMA plans to work with the hauler to provide education and compliance for mandatory recycling.

Mr. Carter commented that staff plans to add an additional staff person to help with the outreach. Mr. Carter hopes that the new hauler that they will be using their staff to do more outreach to bring all businesses into compliance as well.

Mr. Mikus asked about the database of businesses that we developed years ago.

Mr. Carter commented the old database is outdated and not as useful. Staff is working with the Recyclist which helps us identify all the businesses that fall into the mandatory organics program.

Public Comments

Ken Wells, Task Force Chair, asked about external projects on the Work Plan regarding the task force participation. He requested that staff could be provided to take minutes at the LTF.

Board Comments

Ms. Fudge asked if it was possible for staff to provide support for minutes to the LTF.

Mr. Carter commented that we are in the recruitment process for a senior office assistant that may have availability to assist. He commented that this is a County-created group and we have provided the resource as a tradition, but not a requirement.

Mr. Mikus commented that the LTF should elect a secretary and do their own minutes.

Ms. Fudge asked if the Board was in support of the battery program including the education on rechargeable batteries.

Ms. Harvey agrees that it is a good direction to move in. Possibly including a battery charger give away to encourage rechargeable batteries.

Mr. Mikus asked for clarification of any programs or changes discussed.

Mr. Carter clarified that the board is in full support of all Work Plan items with the increased scope of education and exposure to rechargeable batteries and increased collaboration with the haulers to bring more businesses into compliance on mandatory recycling.

Pam Stafford, City of Rohnert Park, motioned to approve the FY 2018-19 SCWMA Work Plan and Susan Harvey, City of Cotati, seconded the motion.

Vote Count:

City of Cloverdale	AYE	City of Santa Rosa	Absent
City of Cotati	AYE	City of Sebastopol	AYE
City of Healdsburg	AYE	City of Sonoma	Absent
City of Petaluma	AYE	County of Sonoma	AYE
City of Rohnert Park	AYE	Town of Windsor	AYE

AYES -8- NOES -0- ABSENT -2- ABSTAIN -0-

Motion passed.

7. Discussion and Possible Action on the Finalized Evaluation Criteria for the Organics Processing Request for Proposals

Mr. Carter, SCWMA Executive Director, requested approval on the evaluation criteria related to the Organics Processing Request for Proposals (1. Proposer's Qualifications, 2. Feasibility of Proposal, 3. Compatibility with Needs, 4. Proposer's Marketing Plan and, 5. Per Ton Costs and Capacity).

Board Discussion

Mr. St. John asked about the final category of evaluation, it was his understanding that we would not be ruling anybody out because of tonnage capacity. Mr. St. John asked if the process would be considering proposals with limited tonnage. Mr. St. John would rather that those points be attributed to price or compatibility with needs.

Mr. Carter said tonnage is specifically mentioned in that category in the RFP.

Mr. Walsh commented that it can be taken into consideration, but not listed as a calculated criteria. This would allow for the potential for multiple awards.

Mr. Mikus asked if proposers able to take more tonnage would be given more points.

Mr. Carter responded that low price with a limited capacity would be possible, but includes more administrative time to manage multiple contracts.

Mr. Mikus asked if capacity could have a much lower point value assigned.

Mr. Carter commented that focusing on the price would be a better direction.

Mr. St. John thinks compatibility of needs should have the most importance.

Ms. Harvey asked if Santa Rosa could participate as a member of the RFP evaluation team. Ms. Harvey thought that item #2, Feasibility of Proposal, should be higher value due to the complexity of the project with regards to permitting and regulations.

Mr. Carter responded that Santa Rosa was not involved because of the time commitment and lack of staff availability. Mr. Carter stated that staff has been working closely with them on this project.

Public Comments

None.

Pam Stafford, City of Rohnert Park, motioned to approve the evaluation criteria for the Organics Material Processing Services Request for Proposals and Larry Zimmer, City of Healdsburg, seconded the motion.

Vote Count:

City of Cloverdale	AYE	City of Santa Rosa	Absent
City of Cotati	AYE	City of Sebastopol	AYE
City of Healdsburg	AYE	City of Sonoma	Absent
City of Petaluma	AYE	County of Sonoma	AYE
City of Rohnert Park	AYE	Town of Windsor	AYE

AYES -8- NOES -0- ABSENT -2- ABSTAIN -0-

Motion passed.

8. Discussion and Possible Action on the Scope of Work for Electronic Waste Recycling and Transport

Courtney Scott, SCWMA staff, requested the Board approve the Scope of Work for Electronic Waste Recycling and Transport

Board Discussion

Mr. St. John asked if we were looking to combine transportation and collection.

Ms. Scott responded that we are open to the possibility of a combined response. It is written as recycling and transporting with the opportunity to include handling.

Mr. St. John asked if there have been any discussion about improving traffic to the HHW facility at the Central Landfill. Can the e-waste be more customer friendly?

Mr. Carter responded that the issue is beyond the SCWMA's control; it is under the control of the County and the Master Operating Agreement with Republic. He also commented that the level of service has been decreasing as waste management has become privatized. Options to the community have been decreasing, but the SCWMA would be able to increase service, capacity and availability if the SCWMA had its own facility.

Mr. Mikus commented that these issues are beyond the capacity of the SCWMA's control.

Mr. St. John asked to include in the scope, responder comments for how they could improve the program. Mr. St. John expressed that the SCWMA is not maximizing the effectiveness of its contractors.

Ms. Harvey would like to see staff to work with the County to make the improvements at the landfill. She is seeing more trash being thrown on the roadside due to frustrations over the lines.

Ms. Pisenti responded that the County was aware of the access issues. The fire debris disposal should be completed by the end of March. Republic has been working to mitigate traffic issues.

Public Comments

Ken Wells commented that Republic is only focused on waste. For the programs to be effective, they need to improve the e-waste programs and made easy.

Board Comments

Mr. Carter asked to clarify that the Board wanted contractors to comment on areas of improvement for the program.

Susan Harvey, City of Cotati, motioned to approve the Scope of Work for Electronic Waste Recycling and Transport and Pam Stafford, City of Rohnert Park, seconded the motion.

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City of Cloverdale	AYE	City of Santa Rosa	Absent
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City of Healdsburg	AYE	City of Sonoma	Absent
City of Petaluma	AYE	County of Sonoma	AYE
City of Rohnert Park	AYE	Town of Windsor	AYE

AYES -8- NOES -0- ABSENT -2- ABSTAIN -0-

Motion passed.

9. Boardmember Comments

Welcome to Larry Zimmer, City of Healdsburg.

10. Staff Comments

Mr. Carter commented that we will be sending out notice to all proposers for the RFP outlining the timeline.

Mr. Carter commented that we will cancel the March meeting in order to focus on the RFP.

11. Next SCWMA meeting: April 18, 2018

12. Adjournment:

The meeting adjourned at 9:53 a.m.