

**INTEGRATED WASTE MANAGEMENT AUTHORITY
EXECUTIVE COMMITTEE MEETING**

February 25, 2015

Noon

AGENDA

**San Luis Obispo County Integrated Waste Management Authority Office
870 Osos Street
San Luis Obispo, CA 93401**

1. Call to Order and Roll Call

2. Public Comments

Note: Any member of the public may address the Executive Committee for a period not to exceed three minutes. Any item not on the agenda, within the jurisdiction of the Executive Committee, may be presented. The Executive Committee shall listen to all communication, however, in compliance with the Brown Act, no action can be taken at this time.

Americans With Disabilities Act Compliance. In compliance with the Americans with Disabilities Act (ADA), the IWMA is committed to including the disabled in all of its services, programs, and activities. If you need special assistance to participate in this meeting, please contact the IWMA clerk at least 72 hours prior to the meeting to enable the IWMA to make reasonable arrangements to insure accessibility to the meeting.

3. Manager's Report

4. Draft Minutes of the October 29, 2014 Executive Committee Meeting (Action Item - Roll Call Vote)

5. Draft Minutes of the November 12, 2014 IWMA Board Meeting (Receive and File)

6. March 11, 2015 IWMA Board Meeting Agenda (Action Item - Roll Call Vote) Review and approve the tentative agenda for the March 11, 2015 IWMA Board Meeting.

7. Member Comments and Future Agenda Items. Discussion by Members regarding future agenda items and dates.

8. Closed Session. It is the intention of the Executive Committee to meet in closed session for the following: Review the Manager's Contract (Government Code Section 54957)

9. Report on Closed Session.

10. **Adjournment.** The next meeting is scheduled for **April 29, 2015** 12:00 p.m. at San Luis Obispo County Integrated Waste Management Authority Office, 870 Osos Street, San Luis Obispo, CA 93401.

**AGENDA: February 25, 2015
ITEM: 4**

TO: IWMA Executive Committee

FROM: William A. Worrell, Manager

**RE: Draft Minutes of the October 29, 2014 Executive Committee Meeting (Action Item -
Roll Call Vote)**

RECOMMENDATION

Approve minutes.

ATTACHMENT: Draft Minutes of the October 29, 2014 Executive Committee Meeting

**SAN LUIS OBISPO COUNTY
INTEGRATED WASTE MANAGEMENT AUTHORITY MEETING
EXECUTIVE COMMITTEE
MINUTES OF OCTOBER 29, 2014**

1. Call to Order/Roll Call.

Executive Committee

Members Present: Adam Hill, San Luis Obispo County
Tom O'Malley, City of Atascadero

Members Absent: John Hamon, City of Paso Robles
Ron Munds, SWTAC Representative (non-voting)

Others Present: Al Eschenbach, Glenn Burdette

IWMA Staff: Ray Biering, IWMA Counsel
William A. Worrell, Manager
Carolyn Goodrich, Board Secretary

2. Public Comments. None.

3. Manager's Report. None.

4. Minutes of the Executive Committee Meeting. The minutes of the August 27, 2014 Executive Committee Meeting were approved.

5. Draft Minutes of the September 10, 2014 IWMA Board Meeting (receive and file).

6. Executive Committee Meeting Schedule. Motion was made, seconded and unanimously passed to cancel the December 31, 2014 Executive Committee meeting and approve the following 2015 meeting dates, which will be on the last Wednesday of every even month at 12 noon, for the Executive Committee:

January 7, 2015
February 25, 2015
April 29, 2015
June 17, 2015
August 26, 2015
October 28, 2015
December 30, 2015 (to be determined)

7. November 12, 2014 IWMA Board Meeting Agenda. Bill Worrell distributed a

revised agenda which included an item to amend the IWMA's Conflict of Interest Code and consider an agreement with 21st Century Environmental Management. The Executive Committee reviewed and approved the tentative agenda to include amending the IWMA's Conflict of Interest Code and agreement with 21st Century Environmental Management for the November 12, 2014 IWMA Board Meeting.

8. Presentation on the FY 13-14 Audit. Bill Worrell introduced Al Eschenbach of Glenn Burdette, who presented the Annual FY 13-14 Audit.

9. Member Comments and Future Agenda Items. None.

10. Adjournment. There being no further business, the meeting was adjourned to January 7, 2015 at 12:00 p.m. in the San Luis Obispo County Integrated Waste Management Authority Office, 870 Osos Street, San Luis Obispo, CA 93401.

THESE MINUTES ARE NOT OFFICIAL NOR A PERMANENT PART OF THE RECORD UNTIL APPROVED BY THE IWMA EXECUTIVE COMMITTEE AT THE NEXT REGULAR MEETING.

**AGENDA: February 25, 2015
ITEM: 5**

TO: IWMA Executive Committee

FROM: William A. Worrell, Manager

RE: Draft Minutes of the November 12, 2014 IWMA Board Meeting (Receive and File)

RECOMMENDATION

Receive and file.

ATTACHMENT: Draft Minutes of the November 12, 2014 IWMA Board Meeting

**SAN LUIS OBISPO COUNTY
INTEGRATED WASTE MANAGEMENT AUTHORITY MEETING**

MINUTES OF NOVEMBER 12, 2014

1. Call to Order/Roll Call

Board Members Present:

Debbie Arnold, County Supervisor
John Ashbaugh, City of San Luis Obispo
Bruce Gibson, County Supervisor
John Hamon, City of Paso Robles
Adam Hill, County Supervisor
Jeff Lee, City of Grover Beach
Dan Lloyd, Authorized Districts
Frank Mecham, County Supervisor
Tom O'Malley, City of Atascadero
Ed Waage, City of Pismo Beach

Board Members Absent:

Tim Brown, City of Arroyo Grande
George Leage, City of Morro Bay
Caren Ray, County Supervisor

Staff Members Present:

William A. Worrell, Manager
Ray Biering, IWMA Counsel
Carolyn Goodrich, Board Secretary

2. Public Comments. None.

3. Manager's Report. Bill Worrell provided an update on a new used cooking oil program at the HHW facilities. The cooking oil will be used to make biodiesel.

CONSENT CALENDAR

4. Minutes of the September 10, 2014 IWMA Board Meeting (approved).

Board Member Hill moved to approve the minutes of the September 10, 2014 IWMA Board Meeting, together with recommendations and findings set forth therein. Seconded by Board Member Mecham and passed on the following roll call vote:

AYES: Ashbaugh, Arnold, Gibson, Hamon, Hill, Lee, Lloyd, Mecham, Waage,
O'Malley
NOES: None
ABSTAIN: None
ABSENT: Brown, Leage, Ray

5. Draft Minutes of the October 29, 2014 Executive Committee Meeting (receive and file).

PUBLIC HEARING

6. Introduction of a Proposed Home-Generated Unwanted Prescription Medicine Disposal Ordinance.

Motion was made by Board Member Lee to waive reading of the proposed ordinance in its entirety and consent to read by title only. Seconded by Board Member Gibson and passed on the following roll call vote:

AYES: Ashbaugh, Arnold, Gibson, Hamon, Hill, Lee, Lloyd, Mecham, Waage, O'Malley
NOES: None
ABSTAIN: None
ABSENT: Brown, Leage, Ray

In 2008 the IWMA Board passed a mandatory retail take back ordinance for sharps which required any pharmacy that sold sharps to take them back from the public. At that time the IWMA considered an ordinance for unwanted drugs; however, the Drug Enforcement Administration regulations prohibited the return of controlled substances to pharmacies. Subsequently, in 2010 Congress passed the Responsible Drug Disposal Act which would allow the return of controlled substances to pharmacies. The IWMA supported this legislation. On September 9, 2014 final regulations were issued.

The proposed ordinance is similar to the existing sharps retail take back ordinance in that it requires retailers who sell prescription medicines to take them back from the public. As an alternative to taking back the prescription medicines, the retailer can provide the public with a mail back envelope. Either option would be at no cost to the public. The ordinance would be adopted by the IWMA and apply to the IWMA region. Enforcement would be the responsibility of either the IWMA or the local jurisdiction.

Tim Olivos with the San Luis Obispo County Sheriff's Office provided a perspective from the law enforcement community and spoke in support of the ordinance.

There were no comments from the public, either written or oral, and the public hearing was closed. Board discussion included patient privacy, promoting the program, and cost.

It was moved by Board Member Hill and seconded by Board Member Hamon to introduce the proposed Home-Generated Unwanted Prescription Medicine Disposal Ordinance and schedule a public hearing for January 14, 2015. Motion passed on the following roll call vote:

AYES: Ashbaugh, Arnold, Gibson, Hamon, Hill, Lee, Lloyd, Mecham, Waage, O'Malley
NOES: None
ABSTAIN: None
ABSENT: Brown, Leage, Ray

7. Organics Management.

Bill Worrell provided an update on the management of organics in the County.

President O'Malley opened the meeting for public comment. Wayne Hall, North County Recycling, addressed location, cost, and feed stock. Bob Engle, Engle & Gray, offered to make a presentation and tour of his facility and the need for a facility. The public discussion was closed.

Board discussion included funding, market, and location. Staff was directed to continue pursuing a composting facility at the Waste Connections site in San Luis Obispo and would report at the January 14, 2015 board meeting.

8. Contract Amendment.

In 2012 the IWMA entered into a 2 year agreement with PaintCare. The agreement expired on October 18, 2014. At the September 10, 2014 Board Meeting the IWMA agreed to a 3 month extension through January 19, 2015. PaintCare indicated that there were other changes to the agreement and they needed more time to evaluate before they could enter into the longer term agreement. The IWMA recently assigned the hazardous waste agreement to 21st Century Environmental Management. 21st Century Environmental management also has a state-wide contract with PaintCare to manage paint. Amending the existing contract with 21st Century Environmental Management enables the IWMA to contract with 21st Century Environmental Management instead of PaintCare. This would also result in a cost reduction to the IWMA.

There were no comments from the public, either written or oral, and the public hearing was closed.

Motion was made by Board Member Mecham to authorize the President to sign two contract amendments with 21st Century Environmental Management . The first amendment includes items A, B and E. The second amendment includes items C and/or D. Seconded by Board Member Hill and passed on the following roll call vote:

AYES: Ashbaugh, Arnold, Gibson, Hamon, Hill, Lee, Lloyd, Mecham, Waage, O'Malley
NOES: None
ABSTAIN: None
ABSENT: Brown, Leage, Ray

9. Audit Report for FY 2013/2014. Bill Worrell provided an overview of the audit report. There were no comments from the public, either written or oral, and the public hearing was closed.

Board Member Ashbaugh moved to accept the FY 2013/2014 audit report. Seconded by Board Member Waage and passed on the following roll call vote:

AYES: Ashbaugh, Arnold, Gibson, Hamon, Hill, Lee, Lloyd, Mecham, Waage, O'Malley
NOES: None
ABSTAIN: None
ABSENT: Brown, Leage, Ray

10. Meeting Schedule for 2015. Bill reviewed the proposed meeting schedule for 2015. There were no comments from the public, either written or oral, and the public hearing was

closed.

Board Member Gibson moved to approve the staff recommended 2015 Board Meeting Schedule and authorize the President and reschedule the November 11 meeting to November 4, 2015. Seconded by Board Member Arnold and passed on the following roll call vote:

AYES: Ashbaugh, Arnold, Gibson, Hamon, Hill, Lee, Lloyd, Mecham, Waage, O'Malley
NOES: None
ABSTAIN: None
ABSENT: Brown, Leage, Ray

11. Update on Programs. Bill Worrell presented a status report on FY 2014/2015 programs.

12. Recognition of Retiring Board Members. President Tom O'Malley recognized outgoing Board Members Caren Ray for her work representing the County of San Luis Obispo and George Leage for his work representing the City of Morro Bay.

13. Member Comments and Future Agenda Items.

14. Adjournment. The meeting was adjourned to the next regular meeting of the IWMA scheduled for **January 14, 2015 at 1:30 p.m. in the San Luis Obispo County Board of Supervisor's Chambers, County Government Center, San Luis Obispo, CA.**

THESE MINUTES ARE NOT OFFICIAL NOR A PERMANENT PART OF THE RECORD UNTIL APPROVED BY THE IWMA AT THE NEXT REGULAR MEETING.

**AGENDA: February 25, 2015
ITEM: 6**

TO: IWMA Executive Committee

FROM: William A. Worrell, Manager

RE: March 11, 2015 IWMA Board Meeting Agenda (Action Item - Roll Call Vote)

RECOMMENDATION

Approve the attached draft agenda for the March 11, 2015 IWMA Board Meeting.

ATTACHMENT: Draft March 11, 2015 IWMA Board Meeting Agenda

**SAN LUIS OBISPO COUNTY
INTEGRATED WASTE MANAGEMENT AUTHORITY (IWMA)
BOARD MEETING**

**March 11, 2015
12:15 p.m.**

AGENDA

**Cold Canyon Landfill Education Center
Cold Canyon Landfill
2268 Carpenter Canyon Road
San Luis Obispo, CA**

Board of Directors

Tom O'Malley, President, City of Atascadero
Adam Hill, Vice President, San Luis Obispo County

Tim Brown, Arroyo Grande
Jeff Lee, Grover Beach
John Headding, Morro Bay
John Hamon, Paso Robles

Debbie Arnold, San Luis Obispo County
Bruce Gibson, San Luis Obispo County
Frank Mecham, San Luis Obispo County
Lynn Compton, San Luis Obispo County

Sheila Blake, Pismo Beach

Dan Lloyd, Authorized Districts

John Ashbaugh, San Luis Obispo City

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1. **Call to Order and Roll Call.**
 2. **Orientation Program for New Members (time - 12:15 p.m. to 1:15 p.m.) Orientation for new IWMA Board Members.**

Note - Remainder of the Agenda starts at 1:30 p.m.

3. **Welcome New Board Members and Thank Retiring Board Member**
4. **Recognition of Service to the Community**
5. **Public Comments.**

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Americans With Disabilities Act Compliance. In compliance with the Americans with Disabilities Act (ADA), the IWMA is committed to including the disabled in all of its services, programs, and activities. If you need special assistance to participate in this meeting, please contact the IWMA clerk at least 72 hours prior to the meeting to enable the IWMA to make reasonable arrangements to insure accessibility to the meeting.

6. **Manager's Report.** Oral report by Bill Worrell.
2013 Annual Report Closure letter
Central Coast Recycling Market Development Zone

CONSENT CALENDAR

The following items listed below are scheduled for consideration as a group. After public comment, any member of the Board or the Manager may request an item be withdrawn from the Consent Calendar to allow discussion.

7. **Draft Minutes of the November 12, 2014 IWMA Board Meeting**
8. **Draft Minutes of the February 25, 2015 Executive Committee Meeting**

PUBLIC HEARING

9. **Proposed Home-generated Unwanted Prescription Medicine Disposal Ordinance**
Consider approving the proposed home-generated unwanted prescription medicine disposal ordinance.

REGULAR CALENDAR

10. **Organics Management** Receive a report on the management of organics in the County.
11. **Grant Applications (Action Item - Roll Call Vote)** Consider approving grant applications to the Department of Resources Recycling and Recovery.
12. **Contract Amendment.** Consider an amendment with 21th Century Environmental Management.
13. **Proposed FY 15/16 Program Goals and Status of FY 14/15 Goals (Review and Comment)**
Review the proposed program objectives for FY 15/16 and review the current status of FY 14/15 objectives.
14. **Member Comments and Future Agenda Items** Discussion by Members regarding future agenda items.
15. **Closed Session.** The manager's annual performance review will be discussed. (Government Code Section 54957).
16. **Report on Closed Session.**
17. **Adjournment** The next meeting is scheduled for **May 13, 2015** at 1:30 p.m. in San Luis Obispo Board of Supervisor's Chambers, County Government Center, San Luis Obispo, CA 93408.