

San Luis Obispo County Integrated Waste Management Authority
BOARD MEETING AGENDA

Wednesday, November 8, 2023

In-person Meeting:

1:30 PM

City of San Luis Obispo

Council Chambers

990 Palm Street, San Luis Obispo, CA. 93401



Mission Statement:

The Mission of the IWMA is to provide coordinated efforts to follow state waste and recycling policy on behalf of member agencies through practical, cost-effective programs, education, and technical support.

IWMA BOARD MEMBERS:

Jan Marx, President, City of San Luis Obispo
Robert Robert, Vice-President, City of Grover Beach
Charles Bourbeau, Past-President, City of Atascadero
James Guthrie, City of Arroyo Grande
John Hamon, City of El Paso de Robles
Laurel Barton, City of Morro Bay
Robert Enns, Special Districts
Scott Newton, City of Pismo Beach

To submit a written public comment – The IWMA Board welcomes your input. Indicate the agenda item number and email it to sdelgiorgio@iwma.com, or US mail at 870 Osos Street, San Luis Obispo CA. 93401. Written public comments must be submitted by 9:00 AM, the day of the meeting. All correspondence will be distributed to each Board Member and will become part of the official record of the Board Meeting.

Americans with Disabilities Act Compliance - In compliance with the Americans with Disabilities Act (ADA), the IWMA is committed to including the disabled in all its services, programs, and activities. If you need special aid to participate in this meeting, please contact Sasha Del Giorgio, Clerk of the Board, **at least 72 hours** before the meeting to enable the IWMA to make reasonable arrangements to ensure accessibility to the meeting. The IWMA Clerk of the Board can be reached at (805) 781-2192 and through email at sdelgiorgio@gmail.com.

- 1. Call to Order**
Led by President Jan Marx.
- 2. Roll Call**
Taken by Jennifer Grayson.

3. **Pledge of Allegiance**
Led by President Jan Marx.

Non-Agenda Public Comment Period

Presentations

4. **Executive Directors Report**
Led by Peter Cron.

Consent Agenda Public Comment Period

Consent

5. **Executive Committee Minutes Receive and File– September 29, 2023** [Page 4](#)
Recommendation: That your Board receive and file the September 29, 2023, IWMA Executive Committee Minutes.
6. **Board Minutes Review – October 11, 2023** [Page 7](#)
Recommendation: That your Board approve the October 11, 2023, IWMA Board Meeting Minutes.
7. **Receive and File Monthly Financial Reports** [Page 11](#)
Recommendation: That your Board receive and file the attached monthly financial reports.
8. **2024 IWMA Board of Directors and Executive Committee Meeting Calendars** [Page 14](#)
Recommendation: That your Board approve the 2024 IWMA Board of Directors and Executive Committee Meeting Calendars.

Regular Agenda Public Comment Period

Regular Agenda

9. **Resolution 2023-11-01, Authorizations for CalRecycle Grant SB 1383 Local Assistance Grant** [Page 16](#)
Recommendation: That your Board approve Resolution 2023-11-01 authorizing IWMA to apply as a Joint Powers Authority on behalf of our member jurisdictions. The IWMA will function as the applicant in executing the SB 1383 Local Assistance Grant.
10. **Nexstera Tech Technical Assistance Grant** [Page 21](#)
Recommendation: That your Board authorize the Executive Director to award \$10,000 in grant funds to Nexstera Tech through a Technical Assistance Grant to help further research on the detection of Lithium-Ion Batteries in our waste stream.

11. Gigantic Ideas Studio [Page 27](#)

Recommendation: That your Board authorize the President to sign the contract with Gigantic Ideas Studio to conduct a marketing survey of our residents to establish baseline data for our outreach programs.

**12. Recommendation of the IWMA Compensation Ad Hoc Committee -Executive [Page 32](#)
Director's 2024 Salary**

Recommendation: The Ad Hoc Committee recommends a \$15,000 base compensation increase in consideration of the Executive Director's performance and ratings, effective beginning: December 1, 2023.

**13. Discussion of the Status of the County of San Luis Obispo's Consideration of [Page 34](#)
Rejoining the IWMA**

Recommendation: That your Board discuss the request of the County to return to the IWMA and provide staff with direction as deemed appropriate.

14. Cancellation of the December 13, 2023, IWMA Board Meeting [Page 36](#)

Recommendation: That your Board cancel the December 13, 2023, IWMA Board Meeting.

Adjournment

2023 Upcoming Meetings and Events

Board of Directors Meetings December 13, 2023
Executive Committee Meetings December 1, 2023

TO: San Luis Obispo County Integrated Waste Management Authority
FROM: Sasha Del Giorgio, Clerk of the Board
RE: Executive Committee Minutes Receive and File– September 29, 2023

BACKGROUND:

N/A

RECOMMENDATION:

That your Board receive and file the September 29, 2023, IWMA Executive Committee Minutes.

FISCAL IMPACT:

N/A

ATTACHMENTS:

A. 2023-09-29 EC Minutes



**SAN LUIS OBISPO COUNTY
INTEGRATED WASTE MANAGEMENT AUTHORITY**
Connecting the Community to Waste Solutions

Executive Committee Meeting Minutes

September 29, 2023, 11:00 AM
870 Osos St
San Luis Obispo, CA 93401

Executive Committee Members Present:

Jan Marx, President, City of San Luis Obispo
Charles Bourbeau, Past President, City of Atascadero

Executive Committee Members Absent:

Robert Robert, Vice President, City of Grover Beach

1. Call To Order

President Marx called The Executive Committee to order on September 29, 2023 at 11:01 AM.

2. Roll Call

Roll Call was taken by Sasha Del Giorgio, Clerk of the Board.

3. Pledge Of Allegiance

Led by President Marx.

Non-Agenda Public Comment Period

Public Comment was not made.

4. Executive Directors Report

Led by Executive Director, Peter Cron.

Consent Agenda Public Comment Period

Public Comment was not made.

Consent Agenda

5. Approve Executive Committee Meeting Minutes – September 1, 2023

Recommendation: That your Executive Committee approve the September 1, 2023, IWMA Executive Committee Meeting.

Motion By Past President Bourbeau

Second By President Marx

Ayes: Bourbeau, Marx

CARRIED (2 to 0)

Regular Agenda Public Comment Period

Public Comment was not made.

Regular Agenda

6. Review Board Meeting Draft Agenda – October 11, 2023

Recommendation: That your Executive Committee review, discuss, and approve the draft October 11, 2023, IWMA Board Meeting Agenda, and provide staff direction as deemed appropriate.

Motion By Past President Bourbeau

Second By President Marx

To approve item 6 as amended with the following change:

- Item 9
 - Attach the Joinder Agreement
 - Recommendation to include: "Approve as to Form".

Ayes: Bourbeau, Marx

CARRIED (2 to 0)

Adjournment: 11:26 AM



Sasha Del Giorgio, Clerk of the Board
San Luis Obispo County
Integrated Waste Management Authority

Item No. 6
November 8, 2023

TO: San Luis Obispo County Integrated Waste Management Authority
FROM: Sasha Del Giorgio, Clerk of the Board
RE: Board Minutes Review – October 11, 2023

BACKGROUND:

N/A

RECOMMENDATION:

That your Board approve the October 11, 2023, IWMA Board Meeting Minutes.

FISCAL IMPACT:

N/A

ATTACHMENTS:

- A. 2023-10-11 BOD Minutes



SAN LUIS OBISPO COUNTY
INTEGRATED WASTE MANAGEMENT AUTHORITY
Connecting the Community to Waste Solutions

Board of Directors Meeting Minutes

Wednesday, October 11, 2023, 1:30 PM
City of San Luis Obispo Council Chambers
990 Palm Street, San Luis Obispo, CA. 93401

IWMA Board of Directors:

Jan Marx, President, City of San Luis Obispo
Robert Robert, Vice President City of Grover Beach
Charles Bourbeau, Past President, City of Atascadero
James Guthrie, City of Arroyo Grande
John Hamon, City of El Paso de Robles
Laurel Barton, City of Morro Bay
Robert Enns, Special Districts
Scott Newton, City of Pismo Beach

1. Call To Order

President Marx called The Board Meeting to order on September 13, 2023, at 1:29 PM.

2. Roll Call

Board Members Present: Bourbeau, Guthrie, Hamon, Marx, Newton, Robert.
Board Members Absent: Barton, Enns.

3. Pledge Of Allegiance

Led by Board Member Newton.

Non-Agenda Public Comment Period

Written Public Comment was not made.

Presentations

4. Nexstera Tech Presentation

Led by Penny Lane Case.

5. Executive Directors Report

Led by Peter Cron.

Consent Agenda Public Comment Period

Public Comment was not made.

Consent Agenda

6. Executive Committee Minutes Receive and File – September 1, 2023

Recommendation: That your Board receive and file the September 1, 2023, IWMA Executive Committee Meeting Minutes.

7. Board Minutes Review – September 13, 2023

Recommendation: That your Board approve the September 13, 2023, IWMA Board Meeting Minutes.

8. Receive and File Monthly Financial Reports

Recommendation: That your Board receive and file the attached monthly financial reports.

Motion By Robert
Second By Hamon

To approve Items 6, 7, and 8.

Ayes: Robert, Hamon, Bourbeau, Gutherie, Newton, Marx.
Noes: None

CARRIED (6-0)

Regular Agenda Public Comment Period

Public Comment was made for item 9.

9. Discussion of the Status of County of San Luis Obispo's Consideration of Rejoining the IWMA

Recommendation: That your Board a): discuss the request from the County to return to the IWMA, per the terms proposed in the draft 2023 County Joinder Agreement to the Second Amended and Restated Joint Powers Agreement. b): Approval of Joinder as to form, and should the County rejoin the IWMA including such terms, circulate the Joinder Agreement for review and approval/execution by member agencies.

Motion By Marx
Second By Hamon

To approve item 9 with the following amendment to the Joinder Agreement:

- o Page 2, replace the word "Elect" to "*Appoint*".

Ayes: Marx, Hamon, Bourbeau, Gutherie, Newton, Robert.
Noes: None

CARRIED (6-0)

Closed Session Agenda Public Comment Period

Public Comment was not made.

Closed Session 2:19 PM

10. Public Employee Performance Evaluation – Executive Director

Recommendation: Pursuant to Government Code § 54957(b)(1) – Title: Executive Director.

Returned from Closed Session 2:54 PM

No reportable action.

Adjourned 2:55 PM

Sasha Del Giorgio, Clerk of the Board
San Luis Obispo County
Integrated Waste Management Authority

TO: San Luis Obispo County Integrated Waste Management Authority
FROM: Sasha Del Giorgio, Clerk of the Board
RE: Receive and File Monthly Financial Reports

BACKGROUND:

Presented below are the revenues and expenditures for October 2023. The October 2023 credit card statement was not received at the time of the agenda packet preparation but will be provided at the following board meeting. The attached report's presentation of revenues is structured upon cash inflows and outflows, providing the Board with a more comprehensive and transparent understanding of the financial position of our agency.

- | | |
|---------------------------|--------------|
| • Revenue Received Report | \$267,628.80 |
| • Expenditure Report | \$145,163.71 |
-

RECOMMENDATION:

That your Board receive and file the attached monthly financial reports for October 2023.

FISCAL IMPACT:

October 2023 Revenue:	\$267,628.80
October 2023 Expenditures:	\$145,163.71

**October 2023 Credit card Expenditures are to be provided at the next board meeting.*

ATTACHMENTS:

- A. Exhibit A, Revenue Report - October 2023
- B. Exhibit B, Expenditure Report - October 2023

San Luis Obispo County IWMA

Profit and Loss

October 2023

	TOTAL
Income	
435 Operation Revenue	
4350200 CESQG Payment	7,977.00
4350820 Solid Waste Management Fee	255,716.88
4350955 Retail Take Back Fees	1,985.50
4450020 Hazardous Waste Credits	815.56
Total 435 Operation Revenue	266,494.94
4550000 Other Revenue	
4550065 Other Reimbursements	1,133.86
Total 4550000 Other Revenue	1,133.86
Total Income	\$267,628.80
GROSS PROFIT	\$267,628.80
Expenses	
Total Expenses	
NET OPERATING INCOME	\$267,628.80
NET INCOME	\$267,628.80

San Luis Obispo County IWMA
Expense Report
October 2023

Purchase order date	Vendor name	Brief Description	Amount
10/01/2023	Mountaineer IT Inc	IT Services	\$ 1,220.10
10/01/2023	Rainscape	Landscape svcs	\$ 125.00
10/01/2023	Central Paper Supply	Delivery Services	\$ 975.00
10/01/2023	Central Paper Supply	Delivery Services	\$ 975.00
10/01/2023	Central Paper Supply	Delivery Services	\$ 975.00
10/01/2023	Vintage Properties	Office Space Rent/Lease	\$ 1,800.00
10/01/2023	Richetti Water Solutions	Reverse osmosis system rent	\$ 19.93
10/01/2023	CSDA	--	\$ 1,715.00
10/03/2023	Pacific Waste Services	E-waste collection	\$ 2,000.00
10/03/2023	San Miguel Garbage Co	--	\$ 1,000.00
10/04/2023	Quinn Company	Forklift maintenance	\$ 127.00
10/05/2023	SDRMA	--	\$ 7,598.10
10/06/2023	Science Discovery	Outreach and Education	\$ 17,863.56
10/09/2023	Science Discovery	Outreach and Education	\$ 10,588.07
10/11/2023	Atlas Performance Industries, Inc.	--	\$ 130.00
10/11/2023	Atlas Performance Industries, Inc.	--	\$ 130.00
10/13/2023	Nationwide Retirement PEHP	EE Retirement - PEHP	\$ 130.01
10/13/2023	Nationwide Retirement PEHP	EE Retirement - PEHP	\$ 375.01
10/13/2023	Nationwide Retirement Solutions PEBSCO 401A	EE Retirement - 401A	\$ 3,662.01
10/13/2023	Nationwide Retirement Solutions Standard -457	EE Retirement - 457	\$ 1,038.00
10/13/2023	Nationwide Retirement Solutions PEBSCO 401A	EE Retirement - 401A	\$ 1,269.50
10/13/2023	Nationwide Retirement Solutions Standard -457	EE Retirement - 457	\$ 2,524.19
10/15/2023	Marborg (American Marborg)	HHW restroom rental	\$ 109.74
10/15/2023	Marborg (American Marborg)	HHW restroom rental	\$ 109.74
10/15/2023	Marborg (American Marborg)	HHW restroom rental	\$ 109.74
10/15/2023	Marborg (American Marborg)	HHW restroom rental	\$ 109.74
10/15/2023	City of San Luis Obispo-water	Utility-water	\$ 89.99
10/15/2023	Marborg (American Marborg)	HHW restroom rental	\$ 109.74
10/15/2023	Amazon Capital Services inc.	#A3F4KQ2PNZ0D87	\$ 77.42
10/15/2023	Keeping the Books	Bookkeeping Services	\$ 997.50
10/15/2023	Poor Richard's Press AP	Copy Printing	\$ 11,317.12
10/17/2023	Amazon Capital Services inc.	#A3F4KQ2PNZ0D87	\$ 70.82
10/17/2023	SoCalGas	--	\$ 15.53
10/17/2023	Amazon Capital Services inc.	#A3F4KQ2PNZ0D87	\$ 46.15
10/20/2023	Executive Janitorial	Janitorial services	\$ 295.00
10/20/2023	Mid-Coast Fire	HHW fire system maintenance	\$ 1,633.92
10/22/2023	Adamski Moroski Madden Cumberland & Green	Legal services	\$ 4,422.50
10/26/2023	Amazon Capital Services inc.	#A3F4KQ2PNZ0D87	\$ 116.56
10/27/2023	Nationwide Retirement Solutions PEBSCO 401A	EE Retirement - 401A	\$ 3,238.47
10/27/2023	Nationwide Retirement PEHP	EE Retirement - PEHP	\$ 331.64
10/27/2023	Nationwide Retirement Solutions Standard -457	EE Retirement - 457	\$ 2,555.77
10/27/2023	Nationwide Retirement Solutions Standard -457	EE Retirement - 457	\$ 1,038.00
10/27/2023	Nationwide Retirement PEHP	EE Retirement - PEHP	\$ 130.01
10/27/2023	Nationwide Retirement Solutions PEBSCO 401A	EE Retirement - 401A	\$ 1,269.50
10/30/2023	ASAP Reprographics	Copy/printing services	\$ 1,567.87
10/30/2023	ASAP Reprographics	Copy/printing services	\$ 405.82
10/31/2023	Andrea Biniskiewicz	Social media management	\$ 2,560.00
10/31/2023	Mid-Coast Fire	HHW fire system maintenance	\$ 490.05
	Salaries, Wages, & Benefits		\$ 51,462.43
	Total Taxes		\$ 4,242.46
TOTAL EXPENSES			\$ 145,163.71

TO: San Luis Obispo County Integrated Waste Management Authority
FROM: Sasha Del Giorgio, Clerk of the Board
RE: 2024 IWMA Board of Directors and Executive Committee Meeting Calendars

BACKGROUND:

N/A

RECOMMENDATION:

That your Board approve the 2024 IWMA Board of Directors and Executive Committee Calendars.

FISCAL IMPACT:

N/A

ATTACHMENTS:

- A. 2024 IWMA Meeting Calendar



2024

IWMA BOARD & EXECUTIVE COMMITTEE MEETINGS

January

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February

S	M	T	W	T	F	S
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
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March

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24	25	26	27	28	29	30
31						

April

S	M	T	W	T	F	S
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28	29	30				

May

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19	20	21	22	23	24	25
26	27	28	29	30	31	

June

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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July

S	M	T	W	T	F	S
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21	22	23	24	25	26	27
28	29	30	31			

August

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18	19	20	21	22	23	24
25	26	27	28	29	30	31

September

S	M	T	W	T	F	S
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October

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27	28	29	30	31		

November

S	M	T	W	T	F	S
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December

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29	30	31				

BOARD OF DIRECTORS MEETINGS, 1:30 PM

EXECUTIVE DIRECTOR MEETINGS, 10:00 AM

TO: San Luis Obispo County Integrated Waste Management Authority

FROM: Peter Cron, Executive Director

RE: Resolution 2023-11-01, Authorization for CalRecycle SB 1383 Local Assistance Grant

BACKGROUND:

In September 2023 CalRecycle released a “Notice of Funds Available” for SB 1383 Local Assistance Grant Program (FY 2022-23) Eligible applicants include cities, counties, cities, and counties, Regional or Joint Powers Authorities, and special districts responsible for solid waste collection services. Funding available for fiscal year (FY) 2022/2023 is \$90,000,000. Applying as a Joint Powers of Authority, we anticipate receiving an estimated \$1,372,888 in addition grant funding for our member jurisdictions.

Eligible Projects include:

- Collection
- Edible Food Recovery
- Education and Outreach
- Enforcement and Inspection
- Program Evaluation/Gap Analysis
- Procurement Requirements
- Record Keeping

Collaborating with our member jurisdictions, the IWMA is applying as a Joint Powers Authority for this grant to continue our regional approach to meeting the requirements of SB 1383. The IWMA through its Local Task Force has been receiving input as to how these funds should be used. Much of the focus has been directed to Education and Outreach, Edible Food Recovery, Record Keeping, and Procurement Requirements.

We will continue collaborating with member jurisdictions to identify program gaps and find solutions to meeting the requirements of SB 1383.

RECOMMENDATION:

That your Board approve Resolution 2023-11-01 authorizing the IWMA to apply as a Joint Powers Authority on behalf of our member jurisdictions. The IWMA will function as the applicant in executing the SB 1383 Local Assistance Grant

FISCAL IMPACT:

\$1,372,888.00 in Grant funding for SB 1383 related projects.

ATTACHMENTS:

- A. Anticipated Grant Revenue by Jurisdiction
- B. Resolution 2023-11-01

Participating Jurisdictions

Jurisdiction	Include in Regn'l App	Estimated Funding Amount
City of Arroyo Grande	✓	\$ 75,000.00
City of Atascadero	✓	\$ 75,000.00
City of Grover Beach	✓	\$ 75,000.00
City of Morro Bay	✓	\$ 75,000.00
City of Paso Robles	✓	\$ 75,000.00
City of Pismo Beach	✓	\$ 75,000.00
City of San Luis Obispo	✓	\$ 97,888.00
Cambria CSD	✓	\$ 75,000.00
Cayucos Sanitary District	✓	\$ 75,000.00
Los Osos CSD	✓	\$ 75,000.00
Nipomo CSD	✓	\$ 75,000.00
Oceano CSD	✓	\$ 75,000.00
Templeton CSD	✓	\$ 75,000.00
Avila Beach CSD	✓	\$ 75,000.00
Heritage Ranch CSD	✓	\$ 75,000.00
San Miguel CSD	✓	\$ 75,000.00
California Valley CSD	✓	\$ 75,000.00
San Simeon CSD	✓	\$ 75,000.00
Total		\$ 1,372,888.00

RESOLUTION NO. 2023 – 11-01

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN LUIS OBISPO COUNTY INTEGRATED WASTE MANAGEMENT AUTHORITY
AUTHORIZING THE SUBMITTAL OF AN APPLICATION AND THE
ADMINISTRATION FOR THE SB 1383 LOCAL ASSISTANCE GRANT PROGRAM FY
2023-24 FOR THE PERIOD OF NOVEMBER 1, 2023, THROUGH OCTOBER 31, 2028**

WHEREAS, various agencies and non-profit organizations establish and administer distinct grants and/or reimbursement programs in furtherance of the State of California's ("State") efforts to reduce, recycle and reuse solid waste generated in the State, thereby preserving landfill capacity and protecting public health and safety and the environment; and

WHEREAS, many grant and reimbursement program application procedures require an applicant's governing body to authorize by resolution its approval for submittal of the grant and/or reimbursement program application(s) and the designation by job title of the individual authorized to execute all grant documents on behalf of San Luis Obispo County Integrated Waste Management Authority; and

WHEREAS, if awarded, San Luis Obispo County Integrated Waste Management Authority will enter into a grant or reimbursement agreement for implementation of said grant(s) and/or reimbursement program(s) and the Executive Director will report back to the Board.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Luis Obispo County Integrated Waste Management Authority as follows:

1. That the Board authorizes the submittal of regional applications on behalf of its member cities and special districts for all grants and/or reimbursement programs for which San Luis Obispo County Integrated Waste Management Authority is eligible.
2. That this authorization is effective November 1, 2023, through October 31, 2028; time period not to exceed five (5) years from date of adoption.
3. That the Executive Director, or his/her designee, is hereby authorized and empowered to execute in the name of the San Luis Obispo County Integrated Waste Management Authority all grant and/or reimbursement program documents, including but not limited to, applications, agreements, amendments, and requests for payment, necessary to secure grant and/or reimbursement program funds and implement the approved grant and/or reimbursement program project.

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4. Specifically for the SB 1383 Local Assistance Grant Program, the IWMA Grant Application includes the following local agencies:

Cities	Special Districts
City of Arroyo Grande	Avila Beach Community Services District
City of Atascadero	California Valley Community Services District
City of Grover Beach	Cambria Community Services District
City of Morro Bay	Cayucos Sanitary District
City of El Paso de Robles	Heritage Ranch Community Services District
City of Pismo Beach	Los Osos Community Services District
City of San Luis Obispo	Nipomo Community Services District
	Oceano Community Services District
	San Miguel Community Services District
	San Simeon Community Services District
	Templeton Community Services District

PASSED AND ADOPTED this 8th day of November 2023, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

 Jan Marx, President
 San Luis Obispo County
 Integrated Waste Management Authority

 Sasha Del Giorgio, Board Clerk
 San Luis Obispo County
 Integrated Waste Management Authority

TO: San Luis Obispo County Integrated Waste Management Authority
FROM: Peter Cron, Executive Director
RE: Nexstera Tech Technical Assistance Grant

BACKGROUND:

The IWMA offers a Technical Assistance Grant program to businesses, government agencies, nonprofit groups, and institutions that want to start and/or expand recycling or source reduction projects in new or underserved markets.

Nexstera Tech is a startup group from the Center of Innovation and Technology. They are developing a radar system that identifies lithium-ion batteries in waste containers so that they may be removed and properly recycled. Lithium-ion batteries pose a challenge to the waste industry in that they are a potential fire risk if not recycled properly. This technology, when fully developed, would allow for the detection, identification, and proper disposal of lithium-ion batteries.

At the October 11, 2023, Iwma Board Meeting, Nexstera Tech presented to the board the radar technology that is being developed to identify prohibited waste in curbside waste containers. Nexstera Tech is currently focused on the identification of lithium-ion batteries due to the fire risk associated with improper handling of these products. Lithium-ion batteries have become ubiquitous in their use in everyday products such as electric scooters, bikes, remote control toys, and even greeting cards. Proper handling and recycling will continue to be a challenge in the coming years.

The radar technology that is being developed by Nexstera Tech could be a solution for this and other potential hazards facing our waste collection and processing industry.

This grant funding is intended to facilitate the lease, rental, or purchase of equipment for recycling, rather than ongoing operational expenses. These expenses may include the purchasing and development of hardware and software for the development of this project.

Technical assistance grants are funded for two years from the execution of the grant agreement.

RECOMMENDATION:

That your Board authorize the Executive Director to award \$10,000 in grant funds to Nexstera Tech through a Technical Assistance Grant to help further research on the detection of Lithium-Ion Batteries in our waste stream.

FISCAL IMPACT:

\$10,000.00 from fund 5050362.

ATTACHMENTS:

- A. Nexstera Tech Technical Assistance Grant Application



TECHNICAL ASSISTANCE GRANT (TAG) APPLICATION

Applicant Information


Organization: Nexstera Tech		
Applicant Name	First: Penny Lane	Last: Case
Applicant Physical Address	Street: 872 Higuera St.	
City: San Luis Obispo	State: CA	Zip Code: 93401
Applicant Mailing Address	Street: 872 Higuera St	
City: San Luis Obispo	State: CA	Zip Code: 93401
Primary Contact Name	First: Penny Lane	Last: Case
Title	CEO	
Work Phone: NA	Cell Phone: 7074946131	
Email: nexstera.tech@gmail.com	Total TAG Funding Requested: \$10,000	

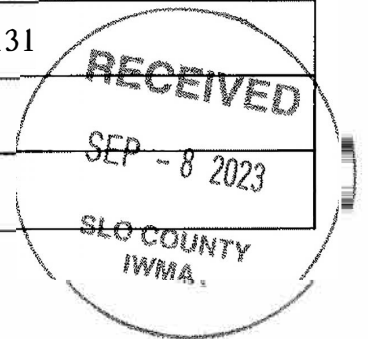
Brief Project Description (1-3 sentences)

Nexstera is designing a radar system that attaches to the side grabber arm of waste hauler vehicles and scans bins at the curbside for lithium-ion (li-ion) batteries. We are designing this technology to reduce the risk that batteries, specifically li-ion, pose to the waste industry.

Certification:

I declare, under the penalty of perjury, that all information submitted for the San Luis Obispo County Integrated Waste Management Authority's (IWMA's) consideration for allocation of grant funds is true and accurate to the best of my knowledge and belief. *If applicant is not Officer/Principal, have form signed before returning to IWMA.*

Company Officer or Principal Name	First: Penny Lane	Last: Case
Title: CEO	Phone: 7074946131	
Email: nexstera.tech@gmail.com		
Signature		



TECHNICAL ASSISTANCE GRANT (TAG) APPLICATION QUESTIONS

Please provide the following information in the order requested. Additionally, limit your response to no more than (3) three pages.

Applicant Name	First: Penny Lane	Last: Case
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1. Provide a description of the project including project goals.

Nexstera Tech is developing the first proactive solution to battery-induced fires that are becoming more prevalent in the waste stream. We are utilizing radar for material detection and differentiation for lithium-ion, allowing the user (hauler vehicle operators and facility managers) to "see" through the bin at the curbside, through trash bags, and through the devices containing batteries. Waste management authorities have confirmed that this information is valuable as they will have the ability to know if the contents of the bin are dangerous and handle it accordingly, reducing the risk that batteries pose to their drivers, trucks, and facilities.

Our goals: 1) Increase testing to over 3000 samples in order to improve the accuracy of our machine learning (ML) application to at least 95% by March, 2024, which is when we anticipate the start of our 6-month beta-test. 2) Secure funding for 6 months to cover the cost of hardware, hardware testing, software development, and intellectual property (IP) filing. 3) Manufacture units to retrofit the IWMA automated side loader (ASL) fleet in SLO county in 2025.

2. Describe how the grant money will be used to purchase, lease, or rent equipment or pay for services/supplies needed to start and/or expand landfill diversion or source reduction efforts.

Funding will primarily be used to 1) increase the efficiency of the back-end software for the ML application to an accuracy threshold of 95% by March 2024; 2) purchase, test and develop the hardware for the harsh conditions aftermarket technology experiences on the hauler vehicles. Funding will also be used for outsourcing specific software development tasks and testing iterations to improve the ML model. Remaining funds will be used to secure IP.

The development of this technology will reduce batteries in the waste stream, and ensure greater material recovery yields as a result of fewer destructive fires.



Applicant Name	First: Penny Lane	Last: Case
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3. Provide an itemized projected budget (revenues and costs) for the next (3) three years. Included the project's proposed in-kind contribution. In-kind contributions can be any services or equipment being provided by the applicant such as time, matching funding, etc.

<p>Year 1: Revenue: \$0.00 Expense Category: Materials, Research & Development, Legal Total Cost: \$43,868.00</p> <p>Year 2: Revenue: \$0.00 Expense Category: Materials, Research & Development, Legal Total Cost: \$361,420.00</p> <p>Year 3: Revenue: \$3,150,000.00 Expense Category: Materials, Research & Development, Legal Total Cost: \$775,800.00</p> <p>3 Year Cumulative Total: Revenue: \$3,150,000.00 (Cumulative from first year of sales) Total Cost: \$1,181,088.00</p>

4. Describe how your program will reduce waste, divert waste, and/or conserve landfill space. Also, describe how you will track/measure project milestones in order to meet intended goals.

Reducing the number of batteries that enter recycling facilities will reduce the number of battery induced fires that occur in these types of facilities. A reduction in fires will equate to less burned material that must be landfilled as it is no longer recoverable. Some fires result in thousands of tons of material being landfilled. This can happen multiple times a year.

Diverting batteries from a recovery facility to an alternative location could also increase the number of batteries that are recovered as a resource. Not only does this process keep hazardous material out of the landfill, but it ensures that the material can be repurposed for further use. Nexstera will work closely with the customer to monitor the amount and movement of batteries through the waste stream. The most obvious measurement is a decrease in the number of both batteries passing through the facility, and fires that result from the combustion of these batteries.

Depending on how the material is treated, we may be able to track the success of our technology with increased yields of properly recycled batteries.



Applicant Name	First: Penny Lane	Last: Case
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5. How does this project provide new or expanded landfill diversion and/or source reduction opportunities for San Luis Obispo County?

Nexstera Tech is bringing a novel utilization of radar technology to commercial use. It is obvious that the material differentiating abilities of the technology we are developing can work advantageously for the waste industry, indicating clear product market fit.

We believe that for SLO county, there is an opportunity for IWMA to show industry leadership by working with local university graduates to improve the way that recyclable materials are handled; exemplify efforts for more sustainable business practices; and have the ability to strategically target customers that are improperly disposing hazardous waste, while providing them with information about safer alternative disposal practices.

This technology improves worker safety, decreases the risk of truck/facility fires, and provides the local authority with an opportunity to develop or improve the recoverability of batteries as a resource material. The utilization of this technology would decrease landfill contamination by reducing the amount of batteries entering, and possibly causing fires on, the sites.

6. What resources and expertise do you have to complete this project?

The co-founding team of this project are all graduates of California Polytechnic in San Luis Obispo and have unique access to testing and manufacturing facilities that will be crucial for the development of the product as an after-market technology.

Beyond facility access, the team has connections to experts in the field of software development, ML applications and radar. Additional legal advising and financial advising are available to our team through the Cal Poly Center of Innovation and Entrepreneurship (CIE), and Small Business Development Center (SBDC.) Furthermore, the team has connections to Waste Management and IWMA industry directors who are working directly with us.

Finally the team has established key connections with both angel investors and venture capitalists who have expressed interest in the venture should this project develop the way we anticipate over the coming 6 months.

Note: In addition to responding to the above (6) six items, applicants may provide up to (10) ten pages of supplemental information such as brochures, equipment flyers, etc. Print application and submit the complete packet by US Postal Service. Applications must be date stamped by the application deadline.



TO: San Luis Obispo County Integrated Waste Management Authority
FROM: Peter Cron, Executive Director
RE: Gigantic Idea Studio

BACKGROUND:

Gigantic Idea Studio is a full-service marketing/communications agency that specializes in the promotion of environmental programs and behaviors, with over 20 years of experience in the state of California.

Gigantic Ideas Studio will prepare, distribute, and analyze a survey that will reach out to the residents that are represented by the San Luis Obispo IWMA with the goal of giving the IWMA baseline data of our residents understanding of:

- Participation in recycling and understanding proper sort and the perceived benefits/barriers to recycling.
- Awareness of HHW disposal options
- Participation in organics recycling as it relates to SB 1383.
- Awareness of the IWMA. (who we are and what do we do)

The distribution of the survey will be done through many channels including but not limited to:

- Hauler Communications: e-news, bill inserts, social media.
- E-news and/or social media channels of County, County officials, County orgs. (e.g., public libraries)
- Nextdoor (via the County)
- Media ads, budget allowing.
- Cal Poly communication channels.
- Other community organizations, HOAs, etc.

Once the survey information has been received and analyzed, Gigantic Ideas Studio will create a report that can be delivered to the Board with the results and recommendations on how we can proceed in creating a public education and outreach program to engage the residents are represented by the IWMA.

RECOMMENDATION:

That your Board authorize the President to sign the contract with Gigantic Ideas Studio to conduct a marketing survey of our residents to establish baseline data for our outreach programs.

FISCAL IMPACT:

\$10,450.00 from fund 5050362

ATTACHMENTS:

- A. Gigantic Ideas Survey Proposal



Proposal: Survey for San Luis Obispo County IWMA

October 4, 2023

Gigantic Idea Studio (GIS) is a full-service marketing/communications agency specializing in the promotion of environmental programs and behaviors, with over 20 years of experience in the Bay Area and state of California.

Project Understanding

San Luis Obispo County Integrated Waste Management Authority (IWMA) would like to conduct a survey of residents to get usable data on:

- Participation in recycling and understanding proper sorting
- Perceived benefits/barriers to recycling (to understand motivation)
- Awareness of HHW disposal options
- Participation in Organics/Composting and understanding of benefits/barriers
- Awareness of IWMA (what it is, what it does)

The survey needs to include a broad sample of SLO county residents, on the understanding that the budget probably does not allow for a precise statistical sampling.

The survey needs to be available in English and Spanish.

Objectives

- The survey will provide a baseline against which to measure future changes in residents' attitudes and behaviors.
- The survey will provide data to inform upcoming outreach efforts by IWMA, with particular attention to messaging by audience.

Distribution

To remain within budget while maximizing reach, the survey will be conducted online. It is understood that IWMA and Science Discovery can assist with distribution list acquisition and/or channel distribution. Survey may be promoted via:

- Hauler Communications: e-news, bill inserts, social media
- E-news and/or Social media channels of County, County officials, County orgs (e.g. public libraries)
- Nextdoor (via the County)
- Media ads, budget allowing
- CalPoly communication channels
- Other community organizations, HOAs, etc.

Incentive

Consideration could be given to offering a drawing for one of three \$100 gift cards or other incentive for survey participation.

Scope of Services & Cost Estimate

Total Estimate \$9,350 — \$10,450

Survey Questionnaire Development..... \$2,850-\$2,950

Staff Time: 16 hours @ \$150/hour....\$2,400

- Kick of meeting with two staff to discuss and plan survey content
- One draft, two rounds of revisions of a survey questionnaire
- Manage translation into Spanish

Expense: Translation into Spanish (InterEthnica)....\$450-\$550

Scheduling, Promotion and Distribution Planning.....\$1,700

Staff Time: 8 hours @ \$150/hour....\$1,200

- Meeting to discuss channels for promoting survey and create a schedule
- Develop draft promotional checklist/plan, 2 rounds of revisions
- Incentives: Planning, implementation \$500 for incentives, manage and send gift cards

Expense: Five, \$100 gift cards....\$500

Program and Run Survey via Survey Monkey.....\$1,400

Staff Time: 6 hours @ \$150/hour....\$900

Program survey in Survey Monkey, send test link, make revisions if needed

Expense: Software usage \$500

Promotional Assistance\$2,500 - \$2,750

Staff Time: 15 hours @ \$150/hour....\$2,250

Plan and Run Paid Digital Ad Promotion (budget allowing)

- Develop text for online ad promotion, such as NextDoor Ads, banner ads, SLO Tribune ad
- Design digital display ad
- Print ad, if desired
- Actual ad plan to be determined in planning phase.

Note: It is understood that the bulk of promotion will be done by the client and local partners, who will contact organizations, provide the link, promotional copy and conduct follow up to ensure the survey link is posted, promoted and available across the county.

Expense: Media spend, \$250-\$500

Survey Report..... \$900-\$1,650

Staff Time:

Microsoft Word Report Only— 6 hours @ \$150/hour....\$900

Powerpoint Slides, additional —5 hours @\$150/hour...\$750

- Review data and provide a report and recommendations. Basic crosstab reviews by demographics, (age, ethnicities, income, gender), geographic groupings by zip codes.
- One draft and one round of revisions.
- If desired, create a version for PPT presentation for an additional fee, above.

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TO: San Luis Obispo County Integrated Waste Management Authority

FROM: Linda Somers-Smith, IWMA Legal Counsel

RE: Recommendation of the IWMA Compensation Ad Hoc Committee -
Executive Director's 2024 Salary

BACKGROUND:

Following the IWMA Board of Directors' evaluation of Peter Cron's performance in a closed session on October 11, 2023, the Board appointed an Ad Hoc Executive Director Compensation Committee consisting of Jim Gutherie, Jan Marx, and Scott Newton. The Ad Hoc Committee was appointed to review comparable position salaries and benefits and recommend to the Board regarding the Executive Director's 2024 compensation.

The Ad Hoc Committee reviewed and considered:

1. Mr. Cron's written self-submission.
2. The Board Member's responses to questionnaires related to Mr. Cron's performance.
3. Compensation comparisons for executive directors of seven (7) other California Solid Waste Authorities, including Contra Costa County, Monterey Regional Waste Management District, Zero Waste Sonoma, Salinas Valley Solid Waste Authority, StopWaste.org, Kings Waste and Recycling Authority and West Contra Costa County Integrated Waste Management Authority. The review from the seven jurisdictions indicated a base salary of \$138,365 to \$273,000.
4. The Executive Director's Employment Agreement, which provides for an annual CPI increase, including an increase of 4% on July 1, 2023, at which time the current base salary increased from \$155,000 to \$161,200.

Based on the salary comparisons and the positive performance reviews from members who participated, the Ad Hoc Committee concluded that the Executive Director's current base salary of \$161,200 is below comparable organizations. Based on performance and comparable compensation, the Ad Hoc Committee recommends to the Board that the Executive Director's 2024 base salary be raised by \$15,000 from \$161,200 to \$176,200 effective December 1, 2023.

RECOMMENDATION:

The Ad Hoc Committee recommends a \$15,000 base compensation increase in consideration of the Executive Director's performance and ratings, effective beginning: December 1, 2023.

FISCAL IMPACT:

In addition to the \$15,000 increase, additional cost impacts on benefits are approximately \$3,447 for a total budgetary impact of \$18,447 (including additional Medicare tax).

Excluding taxes: Current Total Compensation: **\$216,913** - 2024 Compensation:

\$235,142.50 (+CPI July 2024).

ATTACHMENTS:

A. None

TO: San Luis Obispo County Integrated Waste Management Authority

FROM: Peter Cron, Executive Director

RE: Discussion of the Status of the County of San Luis Obispo's Consideration of Rejoining the IWMA.

BACKGROUND:

On March 21, 2023, the Board of Supervisors gave direction to county staff to initiate discussions with the San Luis Obispo County IWMA and its member agencies to rejoin the IWMA.

On April 12, 2023, your Board met to discuss the prospect of the County rejoining the JPA (Joint Powers Agreement) and gave IWMA staff direction to begin discussions. IWMA and County Department of Public Works (PW) staff have met and discussed the necessary coordination to bring the County back into the IWMA.

On June 14, 2023, your Board appointed an Ad Hoc Committee to engage work with IWMA Staff and members of the County Board of Supervisors to discuss the conditions and process of rejoining the IWMA and discuss representation on the IWMA Board.

Through negotiations, the 2023 Joinder Agreement was prepared and delivered to County Staff as a pathway for the Unincorporated County to rejoin the IWMA with a single seat on the board, and a single vote. Once the 2023 Joinder Agreement is adopted and signed by the County Board of Supervisors, the agreement will be circulated to the member jurisdictions of the IWMA for adoption.

The 2023 Joinder Agreement fundamentally addresses two issues:

1. It allows the County to rejoin the JPA with one seat and one vote on the IWMA Board.
2. It allows the IWMA Board to move its election of officers to the beginning of the calendar year.

On October 31, 2023, the County of San Luis Obispo Board of Supervisors voted 3-1-1 approving a Resolution adopting the Second Amended and Restated Joint Powers Agreement of the IWMA, as amended by the 2023 Joinder Agreement. Additionally, the Board of Supervisors held a public hearing to consider a resolution to approve the IWMA

Solid Waste Management within the county's unincorporated jurisdiction, passing with a 4-0-1 vote.

RECOMMENDATION:

That your Board discuss the request from the County to return to the IWMA, per the terms 2023 County Joinder Agreement to the Second Amended and Restated Joint Powers Agreement.

FISCAL IMPACT:

TBD

ATTACHMENTS:

A. None

TO: San Luis Obispo County Integrated Waste Management Authority
FROM: Peter Cron, Executive Director
RE: Cancellation of the December 13, 2023, IWMA Board Meeting

BACKGROUND:

N/A

RECOMMENDATION:

That your Board cancel the December 13, 2023, IWMA Board Meeting.

FISCAL IMPACT:

N/A

ATTACHMENTS:

A. None