

**MINUTES
REGIONAL SOLID WASTE ASSOCIATION
REGULAR MEETING**

**October 7, 2021
9:00 a.m.**

VIA TELECONFERENCE / VIDEO CONFERENCE ONLY

Pursuant to Assembly Bill 361 and Government Code Section 54953(e), and in the interest of public health, this meeting was conducted utilizing teleconferencing and electronic means only.

BOARD MEMBERS IN ATTENDANCE:

**Council Member Ron Morrison, City of National City – RSWA Chairperson
Deputy Mayor Joe Green, City of Vista – RSWA Vice-Chairperson
Deputy Mayor Dwight Worden, City of Del Mar– RSWA Secretary
Councilmember Dave Grosch, City of Poway – RSWA Treasurer
Deputy Mayor Mike Morasco, City of Escondido
Councilmember Kelly Harless, City of Solana Beach
Mayor Catherine Blakespear, City of Encinitas**

STAFF RESOURCES IN ATTENDANCE:

**James H. Eggart, General Manager/General Counsel
Mike Sylvia, Finance Director – City of Vista
Phil Davis, Financial Analyst – City of National City
Ashlee Stratakis – City of Encinitas**

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairperson Morrison called the meeting to order at 9:03 a.m.

Board Member Harless led the Board in the Pledge of Allegiance.

2. SWEARING IN OF NEW BOARD MEMBERS

None.

3. **ORAL COMMUNICATIONS**

Jessica Toth of Solana Center for Environmental Innovation (“Solana Center”) addressed the Board regarding Solana Center activities. Ms. Toth mentioned that Solana Center visited around 50 restaurants and other food providers to discuss food waste prevention and recovery and there is a general interest in staff training. Ms. Toth also mentioned that Solana Center was hosting “fix it” clinics at the Solana Center.

Board Member Blakespear shared that providing organic waste buckets to citizens has helped increase organic waste diversion.

4. **CONSENT CALENDAR**

The consent calendar included the following items:

- A. Resolution No. 2021-05, A Resolution of the Board of Directors of the Regional Solid Waste Association Making Findings in Accordance with Assembly Bill 361 and Government Code Section 54953(e) and Authorizing Use of Remote Teleconference Meetings.
- B. Minutes of the June 24, 2021 Regular Meeting of the Board of the Regional Solid Waste Association.
- C. Minutes of the July 22, 2021 Special Meeting re Transfer of Fiduciary Duties.
- D. RSWA Website Activity Report for Fiscal Year 20/21.
- E. RSWA Website Activity Report for the first quarter of Fiscal Year 2021/2022.

MOTION WAS MADE TO APPROVE THE CONSENT CALENDAR AS PRESENTED.

(Motion by Vice-Chairperson Green, City of Vista/Second by Board Member Blakespear, City of Encinitas). Motion was approved by a vote of 7 ayes, 0 nays, and 0 abstentions.

Ayes: Morrison, Green, Blakespear, Grosch, Morasco, Worden, Harless

Nays:

Abstain:

Absent:

5. FINANCE AND BUDGET

A. Review Final Financial Reports for FY 2020/2021 – Information Item (Receive and File)

General Manager Eggart provided an update on the final budget status, cash activity, paid warrant, and investment reports for FY 2020/2021. Details were provided to the Board Members in their respective agenda packets. For FY 2020/2021, actual revenues were approximately 107% of budgeted revenues, and actual expenditures were approximately 97% of budgeted expenditures. RSWA had a fund balance of \$464,807 and an invested cash balance of \$497,464 at the end of the Fiscal Year.

MOTION WAS MADE TO RECEIVE AND FILE THE FINANCIAL REPORTS FOR FISCAL YEAR 2020/2021 AS PRESENTED.

(Motion by Vice-Chairperson Green, City of Vista/Second by Board Member Blakespear, City of Encinitas). Motion was approved by a vote of 7 ayes, 0 nays, and 0 abstentions.

Ayes: Morrison, Green, Blakespear, Grosch, Morasco, Worden, Harless
Nays:
Abstain:
Absent:

B. RSWA Investment Report for the First Quarter of Fiscal Year 2021/2022 – Informational Item (Receive and File)

Treasurer Grosch, General Manager Eggart, and Fiduciary Agent Phil Davis of the City of National City reviewed the investment reports for the First Quarter of FY 2021/2022 with the Board. Details were provided to the Board Members in their respective agenda packets. As of September 30, 2021, RSWA had an invested cash balance of \$497,184. It was reported that RSWA's funds have been transferred from the City of Vista to the City of National City. Phil Davis of the City of National City provided the Board with information about National City's investment policies and portfolio. Investment earnings through July have been posted.

MOTION WAS MADE TO RECEIVE AND FILE THE INVESTMENT REPORT FOR THE FIRST QUARTER OF FISCAL YEAR 2021/2022 AS PRESENTED.

(Motion by Vice-Chairperson Green, City of Vista/ Second by Treasurer Grosch, City of Poway). Motion was approved by a vote of 7 ayes, 0 nays, and 0 abstentions.

Ayes: Morrison, Green, Blakespear, Grosch, Morasco, Worden, Harless
Nays:
Abstain:
Absent:

C. Review Budget and Expenditure Status for the First Quarter of Fiscal Year 2021/2022 – Information Item (Receive and File)

Treasurer Grosch, General Manager Eggart and Fiduciary Agent Phil Davis of the City of National City reviewed the first quarter Financial Status and Cash Activity reports as of September 30, 2021. Details were provided to the Board Members in their respective agenda packets. The year-to-date activity reflected in the reports show actual revenues of \$281,740 and actual expenditures of \$252,123 through September 30, 2021. As of September 30, 2021, RSWA had a fund balance of \$500,973.

MOTION WAS MADE TO RECEIVE AND FILE THE BUDGET AND EXPENDITURE STATUS REPORTS FOR THE FIRST QUARTER OF FISCAL YEAR 2021/2022 AS PRESENTED.

(Motion by Vice-Chairperson Green, City of Vista/Second by Board Member Morasco, City of Escondido). Motion was approved by a vote of 7 ayes, 0 nays, and 0 abstentions.

Ayes: Morrison, Green, Blakespear, Grosch, Morasco, Worden, Harless

Nays:

Abstain:

Absent:

D. Report on Environmental Enhancement Program and HHW & Organic Waste Education Distributions – Information Item (Receive and File)

General Manager Eggart provided a report on the Environmental Enhancement Program and Educational Appropriation distributions to the RSWA member cities. Details were provided to the Board Members in their respective agenda packets.

MOTION WAS MADE TO RECEIVE AND FILE THE ENVIRONMENTAL ENHANCEMENT PROGRAM AND HHW & ORGANIC WASTE EDUCATION DISTRIBUTIONS REPORT AS PRESENTED.

(Motion by Vice-Chairperson Green, City of Vista/Second by Board Member Morasco, City of Escondido). Motion was approved by a vote of 7 ayes, 0 nays, and 0 abstentions.

Ayes: Morrison, Green, Blakespear, Grosch, Morasco, Worden, Harless

Nays:

Abstain:

Absent:

6. **HOUSEHOLD HAZARDOUS WASTE (HHW), ORGANIC WASTE, AND OTHER SOLID WASTE ISSUES – INFORMATION AND ACTION ITEMS**

A. **HHW Participation Reports – Information Item**

General Manager Eggart and Ashlee Stratakis of the City of Encinitas reviewed the HHW participation summary reports for the first quarter of FY 2021/2022 with the Board. Copies of the reports were provided in supplemental Agenda Packets provided to the Board and made available to the public prior to the meeting. No action was taken.

B. **Legislative Update – Information and Potential Action Item**

General Manager / General Counsel Eggart updated the Board on pending legislation of interest relating to solid waste, organic waste and household hazardous waste. A memorandum summarizing pertinent legislation of interest adopted during the recently concluded legislative session was provided to the Board Members in their respective agenda packets. A PowerPoint presentation was also provided. General Manager / General Counsel Eggart and representatives from EDCO and CalRecycle answered questions from Board Members. No action was taken.

C. **SB 1383 Compliance Support Services – Information and Potential Action Item**

Jessica Toth and Mallika Sen from the Solana Center provided a presentation on the status of the SB 1383 compliance support services being provided to the RSWA Member Cities by Solana Center for Environmental Innovation and San Diego Food System Alliance and additional steps RSWA Member cities need to take for SB 1383 compliance. General Manager Eggart and the consultants answered several Board Member questions. The Board discussed potentially allocating additional funding for SB 1383 compliance activities and amending the existing Solana Center contract to include additional tasks. General Manager Eggart advised the Board he would meet with staff of the RSWA member cities to discuss their priorities and bring back a report and recommendations to the Board a subsequent special meeting. The Board also discussed forming a subcommittee; however, the consensus of the Board was that the full Board should decisions regarding future funding and no subcommittee was needed.

Treasurer Grosch left the meeting at 10:26 a.m.

D. Update on HHW Issues, Organics Disposal Issues, and Other Potential Future Issues Information Item

This item was scheduled for the Board to be updated on other current household hazardous waste, organic waste, and solid waste issues, and other potential future issues affecting RSWA. No additional information was reported due to time constraints.

7. ADMINISTRATIVE MATTERS – INFORMATION AND ACTION ITEMS

A. Adoption of Conflict-of-Interest Code – Action Item

The Board discussed adopting a Conflict-of-Interest Code in order to facilitate the electronic filing of Statements of Economic Interest via the County of San Diego's eDisclosure system. A staff report, proposed Conflict of Interest Code, and proposed adopting resolution were provided to the Board Members in their respective Agenda Packets. General Manager Eggart discussed the contents and purpose of the RSWA draft Conflict of Interest Code.

The recommended action was to adopt Resolution No. 2021-06, A Resolution of the Board of Directors of the Regional Solid Waste Association Adopting a Conflict of Interest Code.

MOTION WAS MADE TO ADOPT RESOLUTION 2021-06 AS PRESENTED.

(Motion by Vice-chairperson Green, City of Vista/Second by Board Member Harless, City of Solana Beach). Motion was approved by a vote of 6 ayes, 0 nays, and 0 abstentions, with 1 absence.

Ayes: Morrison, Green, Blakespear, Morasco, Worden, Harless

Nays:

Abstain:

Absent: Grosch

B. Review Future Meeting Schedule – Possible Action Item

This item was scheduled for discussion and approval of the future meeting schedule. It was noted that the previously approved regular meeting schedule was as follows:

January 6, 2022

April 7, 2022

July 7, 2022

No changes were made to the regular meeting schedule.

The Board also discussed scheduling special meetings as needed in order to comply with AB 361's requirement for adoption of findings re-authorizing teleconference meetings at least every 30 days. The Board identified the following dates and times for special meetings needed to comply with AB 361.

October 28, 2022 at 8:00 a.m.
November 18, 2022 at 8:00 a.m.
December 9, 2022 at 8:00 a.m.

MOTION WAS MADE TO SCHEDULE SPECIAL MEETINGS OF THE BOARD ON THE DATES IDENTIFIED BY THE BOARD.

(Motion by Board Member Blakespear, City of Encinitas/Second by Vice-Chairperson Green, City of Vista). Motion was approved by a vote of 6 ayes, 0 nays, and 0 abstentions, with 1 absence.

Ayes: Morrison, Green, Blakespear, Morasco, Worden, Harless
Nays:
Abstain:
Absent: Grosch

C. Approval of Board Member and General Manager Attendance at and Reimbursement of Conference Expenses for all Meetings, Including Out of State Meetings, of the Following Organizations ("List of Accepted Organizations and Conferences") – Action Item

1. SWANA (Solid Waste Association of North America) sponsored conferences and SWANA chapter meetings.
2. Waste 360 – Waste Age and Waste Expo Events, including WasteExpo.
3. NSWMA (National Solid Waste Management Association) and WASTEC (Waste Equipment Technology Association) sponsored conferences.
4. NAHMMA (North American Hazardous Materials Management Association) sponsored conferences and meetings.
5. National Recycling Coalition sponsored events.
6. California Department of Resources Recycling and Recovery (CalRecycle) sponsored events.

General Manager Eggart recommended the Board approve Board Member and General Manager attendance at meetings, including out of state meetings, on the List of Accepted Organizations and Conferences, and the reimbursement of associated expenses. This includes authorization for reimbursement of actual costs for attendance that exceed \$1,000.

MOTION WAS MADE TO APPROVE BOARD MEMBER AND GENERAL MANAGER ATTENDANCE AT, AND REIMBURSEMENT OF EXPENSES INCURRED FOR, MEETINGS AND CONFERENCES, INCLUDING OUT-OF-STATE MEETINGS AND CONFERENCES, OF THE ORGANIZATIONS LISTED ON THE LIST OF ACCEPTED ORGANIZATIONS AND CONFERENCES PRESENTED AT THE MEETING, INCLUDING AUTHORIZATION FOR REIMBURSEMENT OF ACTUAL COSTS FOR ATTENDANCE THAT EXCEED \$1,000.

(Motion by Board Member Morasco, City of Escondido/Second by Vice-Chairperson Green, City of Vista). Motion was approved by a vote of 6 ayes, 0 nays, and 0 abstentions, with 1 absence.

Ayes: Morrison, Green, Blakespear, Morasco, Worden, Harless
Nays:
Abstain:
Absent: Grosch

Chairperson Morrison moved item 7.E ahead of item 7.D.

E. Discussion Regarding the Addition of New Members, Participation of Non-Member Agencies in RSWA Activities, and Sharing of Information and Documents with Non-Member Agencies – Potential Action Item

This item was scheduled for discussion at the request of Secretary Worden. The consensus of the Board was to defer discussion of this item to a later meeting due to time constraints. No action was taken.

Board Member Morasco left the meeting at 10:45 a.m.

D. Reports by Board Members and/or RSWA Staff Regarding Conferences Attended – Information Item

This item was scheduled to provide an opportunity for Board Members or RSWA staff to report on conferences attended. Chairperson Morrison and Vice-Chairperson Green provided reports about their attendance of the recent WasteExpo conference in Las Vegas, Nevada.

Board Member Harless left the meeting at 10:50 a.m.

8. COMMENTS FROM ASSOCIATION MEMBERS, GENERAL COUNSEL AND GENERAL MANAGER

Secretary Worden reported that the City of Del Mar is currently going through a procurement process for waste hauling services.

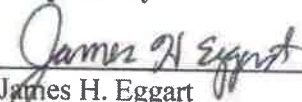
General Manger Eggart advised the Board about the upcoming WASTECON conference in Orlando in November and the status of stipend payments.

Board Member Blakespear asked if data was available regarding how much food waste EDCO's digester facility is processing. Jim Ambroso from EDCO state that it would likely have data to share at the end of the second quarter.

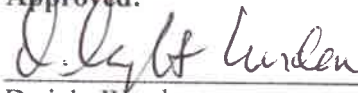
9. ADJOURNMENT

Chairman Morrison adjourned the meeting at 11:02 a.m. to the special meeting of October 28, 2021 at 8:00 a.m. to be held via teleconference / videoconference only.

Respectfully Submitted:


James H. Eggart
General Manager

Approved:

 11/18/21
Dwight Worden
RSWA Secretary