



## **Zero Waste Advisory Commission**

## **Regular Meeting Minutes August 12, 2015**

The Zero Waste Advisory Commission convened in a regular meeting on August 12, 2015, in Council Chambers in City Hall in Austin, Texas.

ARR Director and ZWAC Executive Liaison Bob Gedert called the Commission Meeting to order at 6:34 p.m.

Board Members in Attendance: Shana Joyce, Jeff Jiampietro, Heather-Nicole Hoffman, Stacy Guidry, Daniela Ochoa-Gonzalez, Cathy Gattuso, Kendra Bones, Gerry Acuna

Staff in attendance:

Bob Gedert, Michael Sullivan, Erin Benoit, Blanche Quarterman, Jessica King, Jessica Frazier, Ron Romero, Richard McHale, Jeff Dilbert, Donald Hardee, Mike Turner, Marcus Gonzalez, Sam Angoori, Emlea Chanslor, Aiden Cohen, Gena McKinley, Raymond Benavidez

### **1. CITIZEN COMMUNICATION**

No citizens signed up to speak during the opportunity for citizen communication.

### **2. APPROVAL OF AUGUST MEETING MINUTES**

Minutes for the regular meeting of June 10, 2015 were adopted unanimously with one edit to reference plastic wrap and plastic film to further clarify the term "commercial plastic".

### **3. New Business**

#### **a. Discussion** - Introduction of Commissioners and Department Staff

No citizens signed up to speak on this item.

Staff from Austin Resource Recovery were introduced to the Commission, and the Commissioners introduced themselves.

#### **b. Discussion and Action** – Election of Officers

No citizens signed up to speak on this item.

Executive Liaison Bob Gedert called for nominations for officers. For the position of Chair of the Commission, Commissioner Gerry Acuna was nominated by Commissioner Guidry, second Commissioner Ochoa-Gonzalez. Commissioner Cathy Gattuso was nominated by Commissioner Bones, second Commissioner Hoffman.

Commissioner Acuna was approved on a 6-2 vote to serve as Chair of the Commission.

For the position of Vice Chair of the Commission Commissioner Cathy Gattuso was nominated by Commissioner Guidry, second Commissioner Hoffman. Commissioner Gattuso was unanimously approved to serve as Vice Chair of the Commission.

After discussion, Commission agreed that seating arrangements would be determined by the seat of the Council Member who appointed each Commissioner.

**c. Discussion and Action – Committees and Working Groups**

Documents describing Committees and Working groups were reviewed by the Commission.

Regarding questions about retaining the Construction & Demolition Committee, Jessica King, ARR Division Manager, discussed the process that had been undertaken regarding the proposed ordinance for construction and demolition materials management.

A document detailing current committees was reviewed and the Universal Recycling Ordinance Committee and Construction & Demolition Committee were discussed by the Commission. The Committees were retained although edits to the descriptions of their goals were proposed for approval in the bylaws as referenced in agenda item 3d.

A description of the Universal Recycling Ordinance Committee language was updated to read as follows: “Goal: The Commission will continue to hold meetings with stakeholders as they develop recommendations to Council to fully implement the Universal Recycling Ordinance throughout the city including city facilities and public spaces.”

Chair Acuna made a motion to approve this change, there was no objection and it was approved unanimously.

ARR Director Bob Gedert discussed the Organics Management working group progress from the previous ZWAC.

Chair Acuna made a motion to dissolve the Organics Working Group and proposed formation of an Organics Management Committee. There was no objection and the Commission unanimously approved the motion.

The Commission proposed descriptive language for the proposed Organics Management Committee, which would require proposing to amend the bylaws in an item later in the meeting. The Commission proposed the following language for the Goal of the Organics Management Committee: “The Commission will collaborate with staff by making recommendations to the Austin Resource Recovery Director to develop policies for food waste prevention and recovery consistent with the Zero Waste Master Plan.”

Chair Acuna made a motion to approve the proposed descriptive language for the Organics Management Committee as noted, there was no objection and it was approved on a 6-2 vote.

It was discussed that the newly proposed Organics Management Committee will not be permitted to meet until it is approved within bylaws amendment process detailed below.

Discussion around committee formation is summarized as: Committees that are standing may meet once members are appointed. Newly proposed Committees must first be placed on the ZWAC agenda within a proposal to amend bylaws and then a vote must be taken by the Commission on the proposed amendments. The second step is submitting proposed amended bylaws to the agenda for the Audit and

Finance Committee of Council for approval. The next step is to place the bylaws item on the agenda for full City Council approval of the amended bylaws. Finally, a ZWAC agenda item must be created to approve the amended bylaws, as well as an agenda item to appoint members to any newly formed and approved committee(s).

**d. Discussion and Action – Update Bylaws**

No citizens signed up to speak on this item.

The Commissioners reviewed a document detailing universal changes to the bylaws developed by the City Clerk for the transition to an eleven member body. Commissioner Hoffman made a motion to approve adoption of the universal changes, Vice Chair Gattuso second. The motion was unanimously approved by the Commission.

After unanimously approving the universal changes, the Commission discussed multiple details of the bylaws. Chair made a motion to approve further detailed amendments to the bylaws of the Commission as documented by ARR staff as advised and read from the dais by the Commission at this meeting. There was no objection and the Commission voted unanimously to approve the further proposed amendments to the bylaws.

The Commission acknowledged that the Audit and Finance Committee of Council would also need to approve current further proposed changes to the bylaws. If the proposed amendments are not approved by the required bodies in next steps of the process, the Commission acknowledged they would then need to place an agenda item on a future ZWAC agenda for discussion and action to propose new amendments to the bylaws.

**4. Staff Briefings**

**a. Zero Waste Training for New Members**

No citizens signed up to speak on this item.

ARR Director Bob Gedert provided a presentation and training on Zero Waste to the Commission.

**b. Director's Report** - Welcome, Community Engagement Update, Sustainable Materials Management Summit, City Council Actions, Staff Hires and Promotions, Current and Upcoming Job Postings, Statistical Reports and Performance Measures

No citizens signed up to speak on this agenda item.

**5. FUTURE AGENDA ITEMS**

No citizens signed up to speak on this agenda item.

**Zero Waste Training for New Members-** September  
**Joint Sustainability Commission-** September

Chair Acuna adjourned the meeting at 9:15 p.m. without objection.