

AGENDA ITEM III – A

**REGIONAL WASTE MANAGEMENT AUTHORITY
MEETING MINUTES
April 21, 2022**

I. Call to Order and Roll Call

The meeting was called to order by Vice-Chairman Bains at 4:43 p.m.

Present: Bains, Buttacavoli, Coe (for Pendergraph), Shaw, Vasquez and Woten
Absent: Pendergraph

II. Public Business from the Floor

None.

III. Consent Calendar

Director Woten made a motion to approve the Consent Calendar. Director Buttacavoli seconded the motion and it carried unanimously.

VI. Reports

A. Staff Transition Plan.

Martin reported there were three qualified applicants for the RWMA Executive Director position and all three were interviewed by the jurisdiction administrators, but all three ultimately withdrew their names for consideration for various reasons prior to the special board meeting that had been scheduled for March 23, 2022. In response, the RWMA Technical Advisory Committee (TAC) has recommended slight changes to the job description and changing the posted maximum annual salary of \$140,000 to read simply “depending on qualifications”. The new job description would be less technical resulting in more emphasis on executive leadership and coordination skills because someone can learn the waste management side of the position.

Martin also reported that we are also hiring a Management Analyst position which closed on March 29th. We only had one candidate with waste management experience. After meeting with her to discuss the position and the agency, she also removed her name for consideration for the position. As a result, we will now be looking for a Management Analyst I position instead of a Management Analyst II position as there are still several potential candidates though none with waste management experience. Given the delayed Executive Director recruitment, the TAC is recommending that we move ahead with the interview and selection process for the Management Analyst position.

As recommended by the TAC assuming Board approval of the amended Executive Director job description, the revised job announcement was released on April 13th with a first review date of May 17th. Unlike the last effort, this posting was placed on a national industry job board. Based on this schedule, we are not expecting to have the Executive Director on board before July 1st at the earliest. The Management Analyst is not expected to be on board before June 1st.

Director Blaser asked why all three candidates removed their name from consideration. Martin responded that each offered different reasons. One said that they were the top candidate for a similar position offering a substantially higher salary, another cited personal reasons that prevented them from making a move at this time and the third simply decided that they were no longer interested in the position.

Director Shaw suggested that we should leverage Martin's connections in the industry. Martin stated that he has gone out to his connections, but with this being essentially a new agency with no track record, others appear to be pursuing positions at established agencies. Martin did note that Yuba County has offered the services of a head-hunter who has been working with them to help expand the search. Martin stated that this position has been posted on several industry job boards including the Solid Waste Association of North America's national service.

Director Vasquez made a motion to approve the revised Executive Director job description as proposed. Director Buttacavoli seconded the motion and it carried unanimously.

B. Status Reports on Current Projects.

1. Management Analyst /II Staff Recruitment

Martin noted that this item had been discussed earlier on this agenda.

2. Initial SB 1383 Compliance Report (Submitted March 29, 2022)

Martin stated that the regional SB 1383 compliance report was submitted on March 29th. We will be meeting with CalRecycle for our annual meeting on May 10th at which time we will be discussing the compliance report.

3. SB 1383 Local Assistance Grant Program for FY 2021-22

Martin stated that we have not heard otherwise, that we expect to receive a check under this program when they are distributed the first week of May.

4. FY 2022-23 Budget Preparation

Martin stated that a preliminary RWMA budget for FY 2023 will be sent to the TAC the week of April 25th for review. A draft budget will be on the May agenda for Board consideration at either the May or July meeting.

Martin noted that this early budget process is to determine if an increase in the RWMA surcharge is necessary. The surcharge, which is the primary agency funding source, is currently \$0.75 per month on each

residential collection account with a corresponding percentage on each commercial and debris box account. Based on the preliminary draft budget, staff will not be recommending an increase in the surcharge as the current revenue outlook appears to be sufficient for the next couple of years.

VII. Other Business

Director Shaw reported that Yuba City adopted an amendment to their Recology contract to bring it in line with those of the other five jurisdictions. He specifically recognized the work of Alyson Burleigh of Aurora Environmental, Inc. for her work to get it across the finish line.

VIII. Adjournment.

The meeting was adjourned at 5:06 p.m.

The next meeting of the Regional Waste Management Authority is scheduled for 4:30 p.m. on Thursday, May 19, 2022, in the Yuba County Board of Supervisors Chambers at the Yuba County Government Center unless otherwise noticed.