



1. **Convene meeting:** Chair Lee Cattaneo convened the meeting at 5:40 PM with committee members Betsy Ziegler and Matt Rouleau in attendance via Zoom. Planning Analyst Theron Lay-Sleeper and School Zero Waste Coordinator John Jose also attended via Zoom. Theron Lay-Sleeper took minutes.
2. **Revisions to Agenda:** *There were no revisions to the agenda.*
3. **Approve Meeting Minutes from November 3, 2021:** *Betsy Ziegler made a motion to approve the minutes of the November 3 meeting. The motion was seconded by Matt Rouleau and passed unanimously.*
4. **Program Plan updates**

John Jose presented his work with Schools and described how he has adapted programming to teach students despite challenges getting into classrooms as he has in the past. Committee members expressed excitement and support for the School Zero Waste program.

Program plans have been approved by the Program Oversight Committee and Board of Supervisors for FY22. For FY23, most program plans have also been approved, and the ARCC Program Plan will be presented to the BOS for approval tonight. Some of the plans may change based on external factors such as the state of the pandemic, developments in the process of building an HHW facility, and new hires. Revisions will be presented to the POC and BOS as needed.
5. **Adjournment** – *Betsy Ziegler made a motion to adjourn, seconded by Matt Rouleau. The meeting adjourned unanimously at 6:07 PM.*

Respectfully submitted by Theron Lay-Sleeper

*Theron Lay-Sleeper*