



Convene meeting: Chair Lee Cattaneo convened the meeting at 5:00 PM with committee member Matt Rouleau in attendance. School Zero Waste Coordinator John Jose was also present and Brenna Toman took minutes.

1. **Revisions to Agenda:** None.
2. **Approve Meeting Minutes –July 1, 2020:** *Matt Rouleau made a motion to approve the minutes of the July 1st meeting. There were no proposed changes and the minutes were passed unanimously.*
3. **FY21 School Zero Waste Program Plan:** The updated SZW Program Plan included changes regarding programming during the time of COVID-19, online learning, a pilot for diverting recyclable materials to terracycle, discontinuation of the informal fabric scrap program, and changes to waste audits. *Matt Rouleau made a motion to recommend to the Board of Supervisors approval of the FY21 School Zero Waste Program Plan.*
4. **FY21 Special Collections Program Plan:** The FY21 Special Collections Plan was initially reviewed at the POC's July meeting. Staff made changes regarding the plan's ties to the SWIP and Strategic Plan. *Motion by Matt to recommend that the full board approve the FY21 Special Collections Plan. The motion was seconded by Lee and approved unanimously.*
5. **Adjournment** – The next meeting of the POC will be held Wednesday September 2nd, 2020. Matt Rouleau made a motion to adjourn, seconded by Lee Cattaneo. The meeting adjourned at 5:55 PM.

Respectfully submitted by Brenna Toman