



Convene meeting: Chair Lee Cattaneo convened the meeting at 5:15 PM with committee member Matt Rouleau in attendance. Staff present included General Manager Cathleen Gent, School Zero Waste Coordinator John Jose, Operations Manager Lisa Liotta, and Planning Analyst Brenna Toman took minutes.

1. **Revisions to Agenda:** None.
2. **Approve Meeting Minutes –October 7th 2020:** *Matt Rouleau made a motion to approve the minutes of the October 7th meeting. There were no proposed changes and the minutes were passed unanimously.*
3. **FY22 Program Plans**
 - a) **School Zero Waste Program Plan:** John Jose presented the FY22 Plan. There was discussion about including the Planning Analyst and Outreach staff as Other Staff in the plan. The number of public schools in the District will be amended to 29 to include two public technical schools. *Matt Rouleau made a motion to recommend to the Board of Supervisors approval of the FY22 School Zero Waste Program Plan as amended. Lee Cattaneo seconded the motion, which passed unanimously.*
 - b) **ARCC Program Plan:** Lisa Liotta presented the FY22 Plan. There was discussion about the emphasis on food scraps, MMP-specific materials, and EPR materials, but no changes were discussed. *Matt Rouleau made a motion to recommend to the Board of Supervisors approval of the FY22 ARCC Program Plan. Lee Cattaneo seconded the motion, which passed unanimously.*
 - c) **Municipal Services Plan:** Brenna Toman presented the FY22 Plan. The Committee had reviewed and recommended changes to the plan during the October meeting, which had been incorporated. There was discussion about changing the language of the Hub and Spoke section to include planning for implementation. *Matt Rouleau made a motion to recommend to the Board of Supervisors approval of the FY22 Municipal Services Program Plan as amended. Lee Cattaneo seconded the motion, which passed unanimously.*
 - d) **Grants Program Plan:** Brenna Toman presented the FY22 Plan. The Grants Committee will review the Plan at their November meeting. *Matt Rouleau made a motion to recommend to the Grants Committee and Board of Supervisors approval of the FY22 Grants Program Plan. Lee Cattaneo seconded the motion, which passed unanimously.*
4. **Adjournment** –The next meeting of the POC will be held Wednesday December 2nd, 2020 at 5pm. The meeting adjourned at 5:59pm.

Respectfully submitted by Brenna Toman