



Meeting Minutes - Draft

CONTRA COSTA COUNTY Hazardous Materials Commission

Friday, July 11, 2025

10:00 AM

777 Arnold Dr., Martinez, CA 94553 -

Paramount Room

<https://zoom.us/j/94027485383>

Call-in: 1 (646) 900-6833

Access Code: 940 2748 5383

Operations Committee

Chair: Marielle Boortz

Vice Chair: Jamin Pursell

The meeting was called to order at 10:02 AM.

Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee

1. Roll Call and Introductions

Commissioners Present: Marielle Boortz, Lou Flores, Fred Glueck, Jamin Pursell, Tim Bancroft, Maureen Brennan

Staff Present: Adam Springer

Public Present: Michelle Reinhart

2. CONSIDER approval of the June 13, 2025 Hazardous Materials Commission Operations Committee meeting minutes.

The commissioners present voted to approve the June 13, 2025 Hazardous Materials Commission Operations Committee meeting minutes with minor revisions.

Motion: Fred Glueck

Second: Jamin Pursell

3. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).

There were not any comments made by members of the public.

4. RECEIVE an update from the Operations Ad Hoc Committee regarding forum planning.

The Operations Ad Hoc Committee members Marielle, Lou, and Maureen met over Zoom on June 2, 2025 to review the items delegated during the last Operations Committee meeting. They discussed potential forum titles, talking points for the chair to make during introduction, the forum handout, and created a check list of action items with roles and deadlines. They plan to hold a follow up meeting in August after the next Operations Committee to finalize all details to bring to the commission for approval.

OLD BUSINESS

5. DISCUSS the logistics of holding a public forum and continue developing a plan of action

The next Operations Committee meeting will be held at the County Admin building to review the space and work on a layout for tables and resources. Commissioner Brennan created a flyer on PFAS for the forum, Commissioner Jamin will work on refining her draft and bring it back to the committee for review. The commissioners reviewed the attached draft contents of forum advert/flyer document (agenda item 4 attachment) and discussed potential revisions such as including a sign in sheet to collect names, city/town, private citizen vs organization, and contact information (optional). The commissioners discussed limiting the number of topics to have flyers on to 6-10: flaring, sea level rise/living levee, creative land recycling/brownfield development, lithium battery safety, PFAs, HMC intern program/Career Pathways, and pharmaceutical collection. The commissioners discussed delegating roles for preparations to be completed prior to the forum and roles for the day of the forum.

6. Review the Hazardous Materials Commission webpage and recommend any needed updates.

<https://www.cchealth.org/about-contra-costa-health/leadership/commissions-advisory-groups/hazardous-materials-commission>

The commissioners requested the recording of the Con Fire lithium ion battery safety presentation to be trimmed and posted on the webpage. They also requested to have their Recommendations to the Board of Supervisors section updated to reflect the years in which the recommendations were made. Adam will request that Michael Kent's name as the contact person is removed from the Hazardous Materials Commission tab within the Boards and Commission webpage.

NEW BUSINESS

7. CONSIDER recommendations to the Board of Supervisors concerning Student Interns' presentations to the Hazardous Materials Commission on June 26, 2025.

Commissioner Glueck expressed concerns regarding the student interns and felt the commission needs to be more diligent in the selection process to ensure full commitment to the internship. The commissioners discussed the current expectations provided to interns and considered developing a more formal list of expectations and guidelines from the commission's standpoint. Commissioner Brennan was impressed by the level of expertise of the interns and suggested that college students may be better qualified to conduct the level of research expected by the commission. The commissioners found the research presentations to be very interesting and informative, but opted to not make any formal recommendations to the Board of Supervisors.

8. Announcements from commissioners on items of commission interest.

There were not any announcements made by commissioners.

9. Plan next meeting agenda.

The next meeting is currently scheduled for August 8, 2025 at 10:00 AM.

Adjourn

The meeting was adjourned at 12:00 PM.

DRAFT