



Meeting Minutes - Draft

CONTRA COSTA COUNTY Hazardous Materials Commission

Friday, August 8, 2025

10:00 AM

1025 Escobar St. Martinez, CA 94553

Room: Assembly Chambers

<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 10:10 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, Maureen Brennan, Lou Flores, Fred Glueck, Aaron Winer

Commissioners Present Online: Madeline Kronenberg

Staff Present: Adam Springer

2. CONSIDER approval of the July 11, 2025 Hazardous Materials Commission Operations Committee meeting minutes.

The commissioners present voted to approve the July 11, 2025 Hazardous Materials Commission Operations Committee meeting minutes.

Motion: Fred Glueck

Second: Maureen Brennan

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.

OLD BUSINESS

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

The commissioners present reviewed the attached forum planning document and worked to finalized all details for the September 11th event. Staff will meet with the county administrative building tech staff to perform a dry run before the event to ensure all technical issues have been resolved. The committee suggests that the Operations Ad Hoc Committee attends this dry run meeting. The Operations Ad Hoc Committee will also meet again before the forum to finalize all assigned roles for the day of the event. Staff will send an email requesting commissioners to sign up for designated roles and these roles will be finalized at the full commission meeting on August 28th. The forum will be agendized and published on Legistar with all guest speaker presentations included. The commissioners present reviewed the layout of the Assembly Chambers and planned the seating layout for staff and commissioners. The Q&A aspect of the forum was reviewed and the possibility of allowing online attendees to submit questions was considered. Staff will log in to the Zoom meeting in the tabling area so that the presentations can be viewed from the either the conference rooms or the chambers. The role of the Ombudsperson was discussed with concerns expressed regarding who the public should contact in the event of hazardous releases. If hazards such as flaring or odors are observed the public should report this to emergency services by calling 911. The appropriate agencies will be contacted such as the Bay Area Air District or the Hazardous Materials response team. The Ombudsperson should be contacted to express concerns regarding public health impacts so that they can facilitate a resolution between the responding agencies and the public. You can also file an odor complaint at the Air District's website.

5. 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 present reviewed their webpage and requested that the recording of the presentation on lithium ion battery fire safety from Con Fire be made accessible from there. Staff confirmed that a link to the AIA pipeline safety website has been added under the resources tab, the annual reports are now up to date, and Michael Kent has been removed as the contact person on the commission roster. The committee requested their recommendations to be updated with dates and sorted in chronological order. The hyperlink for hazardous waste incorrectly directs to the county's medical waste webpage, staff will have this corrected to link to household hazardous waste.

NEW BUSINESS

6. Operations Committee members will step out of the Assembly Chambers to inspect Conference Rooms 110ABC to plan the table set up for the public forum. The Committee members will report back to the Zoom meeting to provide an update on their discussion and plans.

The conference rooms were occupied during this meeting so the planned layout was discussed along with the forum planning document during agenda item #4.

7. Announcements from commissioners on items of commission interest.

There were not any announcements made by commissioners.

8. Plan next meeting agenda.

The next meeting is currently scheduled for September 12, 2025 at 10:00 AM.

Adjourn

The meeting was adjourned at 11:55 AM.

DRAFT