



## Meeting Minutes - Draft

### CONTRA COSTA COUNTY Hazardous Materials Commission

---

Friday, June 13, 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 10:05 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: Fred Glueck, Marielle Boortz, Terry Baldwin, Maureen Brennan, Lou Flores

Commissioners Present Online: Madeline Kronenberg

Guests Present: Joe Neugebauer (WCWD), Andrew Clough (WCWD), Tim Mollette-Parks (WCWD)

Guests Present Online: Jody London (County Sustainability Coordinator), Allison Greenly (Economic Development Manager)

Staff Present: Adam Springer

2. CONSIDER approval of the May 9, 2025 Hazardous Materials Commission Operations Committee meeting minutes.

The Commissioners present voted to approve the May 9, 2025 Hazardous Materials Commission Operations Committee meeting minutes with minor revisions.

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.

4. RECEIVE a presentation on sea level rise and wetland management programs from Aaron Winer of West County Wastewater.

**OLD BUSINESS**

5. DISCUSS the Hazardous Materials Commission 2025 Priorities assigned to the Operations Committee and DISCUSS potential guest speakers.

Chair Boortz proposed to move this agenda item to the end of the agenda for the sake of time and prioritizing items 6 & 7.

Chair Boortz suggested revisiting this item in the next Operations Committee as it has been discussed extensively and there are currently no new updates on this topic.

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

Adam announced that 9 commissioners committed to attending the September 11th HMC Public Forum and he has started contacting the selected organizations to act as panelists - Contra Costa Sanitary District has confirmed their ability to attend.

Staff from county PIO group can assist with creating one-page resource handouts (provided at event for attendees to find more information for each panelists ex: Hazardous Materials Commission webpage) and flyers to advertise the forum.

The commission and the county Hazardous Materials Programs will each have their own table.

The committee members discussed delegating roles for the forum: Tables (2);, Greeters (2);, Speaker/facilitator: chairs, Q&A index card collectors/distributors(2);, Index card reader (1):

The committee members brainstormed potential ideas for re-naming the public forum to finalize flyer details, will need to decide during the July Operations Committee meeting.

All deliverables must be finalized by the August Operations Committee meeting.

The notice for the forum will be sent out 30 days before the event - utilize PIO group to advertise (info graphic) on social media, staff and commissioners can share with Board of Supervisors and other relevant organizations, can put flyers in schools, libraries, community centers, etc.

Will have sign-in sheet available for those attending in person, can collect online participant information through Zoom details if needed.

The committee members decided to develop a temporary Operations Committee Ad Hoc Committee (Brennan, Boortz, Flores) to work on the forum and ensure all preparations are completed in time.

The August Operations Committee will be scheduled at the County Administrative building to look over the forum space and plan table arrangements/final details.

**NEW BUSINESS**

7. DEVELOP an introduction speech for the September 11, 2025 public forum to bring to the full commission for approval.

The Operations Committee Ad Hoc meeting will work on this item.

8. Announcements from commissioners on items of commission interest.

There were not any announcements from commissioners.

9. Plan next meeting agenda

The next meeting is currently scheduled for July 11, 2025 at 10:00 AM.

Adjourn

The meeting was adjourned at 12:07 PM.

DRAFT