



## Meeting Minutes - Draft

# CONTRA COSTA COUNTY Hazardous Materials Commission

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Friday, March 13, 2026

10:00 AM

777 Arnold Dr., Martinez, CA 94553 -  
Paramount Room

<https://cchealth.zoom.us/j/98031936341>

Meeting ID: 980 3193 6341

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### Operations Committee

Chair: Marielle Boortz

Vice Chair: Jamin Pursell

The meeting was called to order at 10:09 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, Tim Bancroft, Maureen Brennan, Jamin Pursell

Staff Present: John Pham

Staff Present Online: Breanna Lingenfelter

2. CONSIDER approval of the January 9, 2026 Hazardous Materials Commission Operations Committee meeting minutes.

The committee members present unanimously voted to approve the January 9, 2026 Hazardous Materials Commission Operations Committee meeting minutes.

Motion: Tim Bancroft

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. DISCUSS the Hazardous Materials Commission priorities for 2026 and potential guest speakers.

The committee members present reviewed the commission priorities with extra attention to the priorities assigned to this committee. Commissioner Brennan shared contact information for some potential guest speakers with staff and they have so far organized for one person, Isabel Penman of Food & Water Watch, to give a presentation on carbon capture sequestration technology to the full commission in April. Both staff and committee members have not yet been able to secure a speaker for a presentation on PFAs, but considered asking fellow committee member Aaron Winer if he has a good contact pertaining to PFAs and water treatment. Plans for an AI data center in Pittsburg were also discussed with the committee members expressing concerns around the energy sources being used and the water being used for both energy and cooling. Emergency response procedures, the chemicals used for battery fire suppression, and related PFAs were also discussed and ideas for guest speakers included the county's fire marshal and checking with the commission's union members for other potential contacts. Commissioner Brennan suggested trying to get a guest speaker to provide more information on pipeline safety/regulations and inspections and the new regulatory changes. Commissioner Pursell suggested checking in with Aaron Winer again for identifying a contact to speak on hydrogen generation since West County Waste Water is working with Raven and Republic.

The committee members present also expressed concerns around dwindling attendance particularly by alternate seats and difficulties achieving quorum for both committee and full commission meetings. Commissioner Pursell shared that he spoke with his alternate and emphasized that although alternates may not have the voting power when the primary seat is present, they absolutely still have a voice in discussions as the commission is a consensus-based group.

5. DISCUSS the logistics of holding another public forum including panelists, venue, schedule, formatting, resources, food options, etc.

The committee members present agreed that they would still like to plan on holding the public forum on September 17th if possible. Staff will confirm with Commissioner Baldwin if the IBEW union building is available for this date and secure the reservation, if not they can try to schedule for the following week. The committee agreed that any and all guest speakers throughout the year from the priorities list should be invited to the forum to share their information with the public. The committee felt that Con Fire should be invited as a guest speaker again to share what services they offer to the public given that the Hazardous Materials Programs will be merging under them; if not giving a presentation they would at minimum want them available to provide resources. The full commission is expecting a presentation on the hazmat/con fire merger sometime soon and expressed some areas they need clarification in such as if/how the role of the ombudsperson would change, would con fire then begin responding to refinery/hazmat events, etc. The committee also suggested having the Community Warning System as a forum topic expressing large concerns around community engagement and concerns around communication citing social media posting influencing community responses. Other suggestions for forum topics including disposal of household hazardous wastes such as batteries, pharmaceutical products, used motor oil, etc. The committee maintained that a few factors contributed to low attendance at last year's forum, including political events, the 9/11 holiday, the venue, and limited advertising on short notice. Some county policies such as releasing the newsletter advertising the forum only one week prior were seen as less than ideal so the committee considered other ways to better advertise on a larger scale and further in advance: posting on the HMC's webpage, utilizing social media, physical fliers in public spaces such as libraries and colleges, announcing the forum verbally during public comment periods at local meetings such as the Mayor's Conference, Board of Supervisor meetings, city council meetings, etc.

6. DISCUSS and work on developing a list of policies and procedures for the Hazardous Materials Commission and its committees.

Considering the HMC bylaws are not incredibly specific, the committee members present discussed documenting a procedure for the recruitment process such as advertising open positions, which seats are interviewed by the Operations Committees, how the interviews are conducted, the onboarding process to share with new members, how the meetings are conducted, expectations for alternates, procedure for contacting alternates to attend in your place if you will be absent, Robert's vs Rosenberg's rules, just-cause exemptions for attending online, contact information all members should have including fellow members, staff, clerk of the board, etc. The committee felt that policies related more specifically to the bylaws such as the procedure for vacating seats due to lack of attendance or responses should be left for the Planning and Policy Committee to handle.

7. Announcements from commissioners on items of commission interest.

Commissioner Boortz mentioned a letter sent by Mayor Zorn to the Board of Supervisors regarding recommendations for improvements to the Community Warning System and improving community engagement and communication. Staff had informed her that this would be included on the Industrial Safety Ordinance/Community Warning System Ad Hoc Committee agenda, staff will share the meeting information for this once the meeting has been scheduled and the agenda published.

8. Plan next meeting agenda.

The next meeting is currently scheduled for April 10, 2026 at 10:00 AM.

Adjourn

The meeting was adjourned at 11:51 AM.

For Additional Information Contact: Adam Springer at 925-655-3216

*Full meeting recording can be found here: <https://contra-costa.legistar.com/Calendar.aspx>*

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