

**CONTRA COSTA COUNTY  
HAZARDOUS MATERIALS COMMISSION**

***OPERATIONS COMMITTEE MEETING***

**Friday, October 11, 2019**

***10:00 a.m. – 12:00 noon***

**North Richmond Center for Health**

**1501 Fred Jackson Way**

**Richmond CA 94801**

***The Contra Costa County Hazardous Materials Commission will provide reasonable accommodations for persons with disabilities planning to attend the Hazardous Materials Commission meetings who contact Michael Kent, Hazardous Materials Commission Executive Assistant, at least 24 hours before the meetings, at (925) 313-6587***

**AGENDA**

- 1. CALL TO ORDER, ANNOUNCEMENTS AND INTRODUCTIONS**
- 2. APPROVAL OF MINUTES: SEPTEMBER 13, 2019**
- 3. PUBLIC COMMENT**
- 4. OLD BUSINESS:**
  - a) Interviews for the General Public Seat and Environmental alternate Seat
- 5. NEW BUSINESS:**
  - a) Discuss options for selecting topical speakers for issues and management of discussions during Commission meetings.
- 6. REPORTS FROM COMMISSIONERS ON MATTERS OF COMMISSION INTEREST ..... Members**
- 7. PLAN NEXT AGENDA**
- 8. ADJOURNMENT**

*Attachments*

**Questions:** Call Michael Kent (925) 313-6587

***Any disclosable public records related to an open session item on a regular meeting agenda and distributed by Contra Costa Health Services to a majority of members of the Hazardous Materials Commission less than 72 hours prior to that meeting are available for public inspection at 597 Center Avenue in Martinez***

***Contra Costa County Hazardous Materials Commission  
597 Center Avenue, Suite 200, Martinez CA 94553 (925) 313-6712 Fax (925) 313-6721***

## **Hazardous Materials Commission**

### **Draft Minutes Operations Committee**

September 13, 2019

#### **Members and Alternates**

**Present:** Rick Alcaraz, Leslie Stewart, Steve Linsley, Gabe Quinto, Lisa Park (alternate),

**Absent** Fred Glueck, Ralph Sattler (represented by alternate)

**Staff:** Michael Kent

**Members of the Public:** None

- 1) **Call to order, announcements:** Commissioner Stewart called the meeting to order at 10:05 am.

Michael Kent announced:

- ◆ There are 42 RSVPs for the Cybersecurity workshop the Commission is sponsoring on September 17<sup>th</sup> at the IBEW Union Hall in Martinez from 8:00 – 12:00.
- ◆ The recommendations the Commission made to the Board of Supervisors about the pipeline safety recommendations in the Pipeline Safety Trust report done for the Alamo Improvement Association will be heard by the Transportation, Water and Infrastructure committee of the Board on October 7<sup>th</sup> at 11:00 at 651 Pine Street in Martinez.

#### **2) Approval of Minutes:**

The minutes for the July 12<sup>th</sup>, 2019 meeting were moved by Commissioner Quinto, seconded by Commissioner Stewart and approved by a vote of 5 – 0.

#### **3) Public Comments:** None

#### **4) Old Business:**

##### **a) Review revised proposal for a Student Seat on the Commission**

The committee reviewed a revised proposed memo from the Commission to Shannon Ladner-Beasley who implements internship programs for the Health Department. The revised memo included some suggested edits by Ms. Ladner-Beasley. The committee agreed with the proposed edits and forwarded the memo to the full Commission for approval.

**5) New Business**

**a) Conduct interviews for the open General Public Seat and the vacant Environmental Seat alternate**

The committee interviewed four candidates for the General Public Seat – Len Walsh, Erika Michlotti, Neil Bellenie, and Audrey Comeaux

**6) Plan Next Agenda:** The committee will interview additional candidates for the General Public and Environmental Alternate seats.

**7) Adjournment:** The meeting was adjourned at 12:05

# **Attachment**

## **Item 1**



Contra Costa County



Print Form

Please return completed applications to: Clerk of the Board of Supervisors 651 Pine St., Room 106 Martinez, CA 94553 or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name: Edward, Last Name: Estard, Home Address Street, City: Crockett, Zip Code: 94525, Phone, Email, Resident of Supervisorial District: Yes

EDUCATION Check appropriate box if you possess one of the following: [X] High School Diploma, [ ] CA High School Proficiency Certificate, [ ] G.E.D. Certificate

Table with 3 columns: Colleges or Universities Attended, Course of Study/Major, Degree Awarded. Rows include San Francisco State University (Mechanical Engineering) and UCLA (Physiology).

Other Training Completed:

Board, Committee or Commission Name: Hazardous Materials Commission, Seat Name: General Public Seat Alternate

Have you ever attended a meeting of the advisory board for which you are applying? [ ] No, [X] Yes, If yes, how many? once

Please explain why you would like to serve on this particular board, committee, or commission. In the recent past, I have planned, organized, implemented, and evaluated comprehensive environmental programs, radiation and nuclear safety programs, and emergency response and preparedness programs at LLNL. I would like to bring my expertise and interest of the protection of the environment to help in my community now that I have retired.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

- 1. Advised, evaluated, recommended, and presented alternate resolutions of ES&H issues to the DOE Site Manager at Lawrence Livermore National Laboratory (LLNL).
2. Led a team of 10 subject matter experts in order to oversee and evaluate the institutional environmental, safety, and health activities at LLNL and ensure compliance with all applicable ES&H requirements.
3. Developed an environmental organization from a complement of (2) personnel to a coordinated team of (7) environmentalists in order to ensure a more complete and comprehensive oversight of DOE's contractors' compliance with all environmental laws, regulations, and orders for the Dept. of Energy Site Office in Oakland.

I am including my resume with this application: Please check one: [ ] Yes, [X] No

I would like to be considered for appointment to other advisory bodies for which I may be qualified. Please check one: [X] Yes, [ ] No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one:  Yes  No

List any volunteer and community experience, including any boards on which you have served.

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed below or Resolution no. 2011/55)

Please check one:  Yes  No

If Yes, please identify the nature of the relationship:

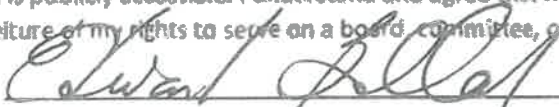
Do you have any financial relationships with the county, such as grants, contracts, or other economic relationships?

Please check one:  Yes  No

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand and agree that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed:



Date:

29 Aug 2019

Submit this application to:

Clerk of the Board of Supervisors  
651 Pine St, Room 106  
Martinez, CA 94553

Questions about this application? Contact the Clerk of the Board at (925) 335-1900 or by email at [ClerkofTheBoard@rob.cccounty.us](mailto:ClerkofTheBoard@rob.cccounty.us)

#### Important Information

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270)
2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2011/55, a person will not be eligible for appointment if he/she is related to a Board of Supervisors member in any of the following relationships: mother, father, son, daughter, brother, sister, grandmother, grandfather, grandson, granddaughter, great grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, great-granddaughter, first-cousin, husband, wife, father-in-law, mother-in-law, daughter-in-law, stepson, stepdaughter, sister-in-law, brother-in-law, spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouses' grandson, registered domestic partner, relatives of a registered domestic partner as listed above.
8. A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87133 with a Board of Supervisors Member.

# **Attachment**

## **Item 2**



Contra Costa County

Please return completed applications to: Clerk of the Board of Supervisors 651 Pine St., Room 106 Martinez, CA 94553 or email to: ClerkofTheBoard@cob.cccounty.us

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name: ED Last Name: MORALES Home Address - Street: MARTINEZ City: MARTINEZ Zip Code: 94553 Phone (best number to reach you): Resident of Supervisorial District: #5

EDUCATION Check appropriate box if you possess one of the following: [X] High School Diploma [ ] CA High School Proficiency Certificate [ ] G.E.D. Certificate Colleges or Universities Attended: U.C. Berkeley Course of Study/Major: Chemistry Degree Awarded: [X] Yes [ ] No City College of San Francisco [X] Yes [ ] No [ ] Yes [ ] No

Other Training Completed: HAZARDOUS MATERIALS MANAGEMENT

Board, Committee or Commission Name: HAZARDOUS MATERIALS Seat Name: Environmental - Alternate Have you ever attended a meeting of the advisory board for which you are applying? [ ] No [X] Yes If yes, how many? SEVERAL

Please explain why you would like to serve on this particular board, committee, or commission. I have been a commissioner in the past representing other groups including Environmental Engineering. Now as a board member of Sustainable Contra Costa, I believe I can represent them well for this seat.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application) I have over 30 yrs of experience in the area of Environmental Risk Management and have been a resident of Martinez for 20 yrs.

I am including my resume with this application: Please check one: [ ] Yes [X] No I would like to be considered for appointment to other advisory bodies for which I may be qualified. Please check one: [ ] Yes [X] No



Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one:  Yes  No

List any volunteer and community experience, including any boards on which you have served.

Past commissioner for the Hazard Commission  
Board member, Sustainable Contra Costa  
Member + Instructor of Martinez Community Emergency Response Team (CERT)

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed below or Resolution no. 2011/55)

Please check one:  Yes  No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the county, such as grants, contracts, or other economic relationships?

Please check one:  Yes  No

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand and agree that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

Signed:



Date:

7-28-19

Submit this application to:

Clerk of the Board of Supervisors  
651 Pine St., Room 106  
Martinez, CA 94553

Questions about this application? Contact the Clerk of the Board at (925) 335-1900 or by email at [ClerkofTheBoard@cob.cccounty.us](mailto:ClerkofTheBoard@cob.cccounty.us)

#### **Important Information**

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4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2011/55, a person will not be eligible for appointment if he/she is related to a Board of Supervisors member in any of the following relationships: mother, father, son, daughter, brother, sister, grandmother, grandfather, grandson, granddaughter, great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, great-granddaughter, first-cousin, husband, wife, father-in-law, mother-in-law, daughter-in-law, stepson, stepdaughter, sister-in-law, brother-in-law, spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouses' grandson, registered domestic partner, relatives of a registered domestic partner as listed above.
8. A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87103 with a Board of Supervisors Member.

**Attachment**

**Item 3**

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**Profile**

**DAVID**  
First Name

**L**  
Middle Initial

**WYATT**  
Last Name

Home Address

**OAKLEY**  
City

Suite or Apt

**CA**  
State

**94561**  
Postal Code

Primary Phone

Email Address

**Which supervisorial district do you live in?**

District 3

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**Education**

Select the option that applies to your high school education \*

High School Diploma

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**College/ University A**

**Name of College Attended**

UC Davis Extension

**Degree Type / Course of Study / Major**

Certification/Hazardous Materials Management

**Degree Awarded?**

Yes  No

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**College/ University B**

**Name of College Attended**

**Degree Type / Course of Study / Major**

**Degree Awarded?**

Yes  No

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**College/ University C**

**Name of College Attended**

**Degree Type / Course of Study / Major**

**Degree Awarded?**

Yes  No

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**Other schools / training completed:**

**Course Studied**

**Hours Completed**

**Certificate Awarded?**

Yes  No

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**Board and Interest**

**Which Boards would you like to apply for?**

Hazardous Materials Commission: Submitted

**Seat Name**

General Public Seat

**Have you ever attended a meeting of the advisory board for which you are applying?**

Yes  No

**If you have attended, how many meetings have you attended?**

2

**Please explain why you would like to serve on this particular board, committee, or commission.**

Born and raised in East County, I've always wanted to give back and help where and when I can. I have worked with hazardous materials for the last 30 years in both public and private sectors. I am very interested in the safe handling and management of hazardous materials and wastes. I believe my experience can be of assistance to the Commission.

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## Qualifications and Volunteer Experience

I would like to be considered for appointment to other advisory boards for which I may be qualified.

Yes  No

Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?

Yes  No

List any volunteer or community experience, including any advisory boards on which you have served.

My experience as a community volunteer is limited to youth sports. I've coached, refereed, and umpired baseball, basketball, and club level and high school soccer. I was a board member and registrar of AJAX East Bay Soccer Club in Brentwood for four years, all of which was as a volunteer.

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Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I believe my 13 years of private and 18 years of public work experience relating to environmental, health and safety allows me to better understand some of the complex projects and initiatives that the Commission may work on.

[David Wyatt Resume 7-2019.pdf](#)

Upload a Resume

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## Conflict of Interest and Certification

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

Yes  No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

Yes  No

If Yes, please identify the nature of the relationship:

**Please Agree with the Following Statement**

**I certify that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.**

**I Agree**

**David Wyatt**

**Oakley, California 94561**

**PROFILE:**

A hazardous materials professional with a wide range of experience in environmental compliance, waste management, manufacturing, pollution prevention, and health and safety. Proven leadership skills involving managing, developing and motivating teams to achieve their objectives. Demonstrated analytical, design, and problem solving skills.

**ACCOMPLISHMENTS:**

- Led team to design and implement residential recycled water fill station as a drought response. Then managed the program where more than 55,000 visits to the fill station and 16 million gallons of recycled water were provided to residents between May and October 2015. The program continues today even when not in drought conditions.
- Developed and implemented a public program to collect unwanted or expired pharmaceuticals at 13 local police departments. The program has properly disposed of more than 135,000 pounds of medications from Contra Costa County residents since 2009.
- Developed and implemented a retail collection program for universal wastes at eight hardware stores. Since 2008, the retail program has collected more than 525,000 feet of fluorescent lamps, 155,000 pounds of household batteries, and over 22,000 compact fluorescent lamps (CFL's) from the public.

**CAREER SUMMARY:**

**12/2006 to Present**      **Household Hazardous Waste Program Supervisor**  
**Central Contra Costa Sanitary District - Martinez, California**

**Responsibilities:**

- Plan, negotiate, and administer contracts for a variety of services.
- Produce annual regulatory reports to County and State agencies, as well as local programs.
- Receive and interpret laboratory data from hazardous waste and environmental samples; apply results to regulatory requirements
- Assist other public agencies and members of the public with waste management issues.
- Prepare and administer the HHW program budget; identifying personnel and capital equipment and improvement needs; forecast if additional funds are needed for equipment, materials, and supplies; administer the approved budget; monitor and approve expenditures.
- Review, recommend, and comment on legislation pertaining to hazardous materials, hazardous wastes, pharmaceutical disposal, and residential recycled water.

- Maintain a safe working environment for staff, the public, and the environment while handling hazardous materials that are corrosive, flammable, and poisonous; identify highly reactive and explosive compounds that require special handling; prepare and issue emergency response directives to mitigate the hazardous situations.

**10/2001 to      Senior Household Hazardous Waste Technician**  
**12/2006        Central Contra Costa Sanitary District - Martinez, California**

**Responsibilities:**

- Hazardous Waste Management – Categorization, labeling, manifesting, shipping and reporting.
- HHW Program reporting for Mt. View Sanitary District, the District’s partner agency.
- Implementation of the District’s Mercury Thermometer Exchange Program.
- Liaison between District Management and emergency response personnel.
- Supervise facility and contract staff in the absence of supervisor.
- Conduct safety tailgates and ensure compliance with District safety directives.
- Regulatory reporting including: Hazardous Material Business Plan, CalRecycle Form 303 reporting, CCCSD’s HHW Annual Report and assist with the CCCSD’s and MVSD’s pollution prevention plan
- Interact with regulating agencies and the public on a continuous basis
- CESQG program administrator
- Ensure facility compliance with 49CFR, Title 22, CIWMB, Title 8, and District regulations and directives
- Conduct accident investigations

**3/1995 to      Health, Safety & Environmental Specialist**  
**10/2001        Loctite Corporation (Dexter, Henkel)– Adhesive & Coating Systems - Bay Point, CA**

**Responsibilities:**

- Emergency Response Team – Team Leader/Incident Commander/Response Member
- Perform monthly safety meetings and training
- Confined Space Supervisor
- Hazardous Materials Management – profiling and shipment of hazardous wastes
- SWPPP and NPDES sampling, monitoring and reporting
- Facility and TSD Environmental, Health & Safety audits
- Generation of MSDSs for products produced for foreign and domestic trade
- Establish and oversee the contractor safety program
- Manage facility PPE Program
- Perform process hazard analysis, job hazard analysis, management of change reviews, and root cause analysis
- TSCA compliance reviews and notification
- DOT / IATA / IMDG compliance
- Ergonomic review and implementation



**9/1988 to      Environmental Technician**  
**3/1995         Dexter Hysol Aerospace - Bay Point, CA**

**PROFESSIONAL CERTIFICATIONS / TRAINING:**

Certified Occupational Health and Safety Technologist (OHST), expired  
Certified DOT, IATA, IMDG  
HAZCAT 4-day Basic Training – Haztech Systems  
40 hour HAZWOPER and related annual 8-hour refreshers  
Emergency Response – Incident Commander and Operations Level  
Certified First Aid / CPR

**PROFESSIONAL ORGANIZATIONS:**

North American Hazardous Materials Management Association

**EDUCATION:**

1995 to 1997    UC Davis Extension - Hazardous Materials Management Certification



## Jazmin Brumfield

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**From:** Michael Kent  
**Sent:** Tuesday, October 01, 2019 3:13 PM  
**To:** Jazmin Brumfield  
**Subject:** October 11 Ops agenda packet  
**Attachments:** Hazardous Materials Commission, Ops, Sept 13,19.docx; S`597C125C219100114490.pdf; S`597C125C219100114491.pdf; S`597C125C219100114440.pdf

Hi Jazmin,

This must be a record for me - getting you the agenda packet materials on Tuesday!

The minutes from the September 13th meeting are attached.

The agenda for the October 11th meeting is:

Old bus:

a) Interviews for the General Public Seat and Environmental alternate Seat

3 attachments - Ed Morales, Ed Ballard, Dave Wyatt

New Bus:

a) Discuss options for selecting topical speakers for issues and management of discussions during Commission meetings.

Michael Kent  
Hazardous Materials Ombudsman  
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