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.
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 17th 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 7th at 11:00 at 651 Pine Street in Martinez.

2) Approval of Minutes:

The minutes for the July 12th, 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

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name: Edward

Last Name: Smith

Home Address: 123 Main St.

City: San Jose

Zip Code: 95131

Phone (best number to reach you): (408) 123-4567

Email: edward.smith@example.com

Resident of Supervisorial District: Yes

EDUCATION

Check appropriate box if you possess one of the following:

- [ ] High School Diploma
- [ ] CA High School Proficiency Certificate
- [ ] G.E.D. Certificate

Colleges or Universities Attended

<table>
<thead>
<tr>
<th>College/University</th>
<th>Course of Study/Major</th>
<th>Degree Awarded</th>
</tr>
</thead>
<tbody>
<tr>
<td>San Francisco State Univ</td>
<td>Mechanical Engineering</td>
<td>Yes</td>
</tr>
<tr>
<td>UCLA</td>
<td>Physical/Biology</td>
<td>No</td>
</tr>
</tbody>
</table>

Other Training Completed:

Board, Committee or Commission Name: Hazardous Materials Commission

Seat Name: General Public Seat Alternates

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

- [ ] No
- [ ] Yes, if yes, how many?

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 ESH 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 ESH 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
- [ ] No

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

Please check one:

- [ ] Yes
- [ ] No

THIS FORM IS A PUBLIC DOCUMENT
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:  [Signature]  Clerk of the Board of Supervisors  Date:  [Date]
Submit this application to:  651 Pine St., Room 106  Martinez, CA 94553
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@con.co.ca.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 spouse's 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.

THIS FORM IS A PUBLIC DOCUMENT
Attachment

Item 2
Contra Costa County

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name: [redacted]
Last Name: Morales
City: Martinez
Zip Code: 94553
Email: [redacted]
Resident of Supervisorial District: [redacted]

EDUCATION

- College or University Diploma
- CA High School Proficiency Certificate
- G.E.D. Certificate

Colleges or Universities Attended:
- UC Berkeley
- City College of San Francisco

Course of Study/Major:
- Chemistry
- [redacted]

Degree Awarded:
- Yes
- No
- Yes
- No
- 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
- 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 years of experience in the area of Environmental Risk Management and have been a resident of Martinez for 20 years.

I am including my resume with this application:
- Yes
- No

I would like to be considered for appointment to other advisory bodies for which I may be qualified.
- Yes
- No

THIS FORM IS A PUBLIC DOCUMENT
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 [Board Name]
Board member, [Organization Name]
Member of [Organization Name]
Instructor at [School Name]
Emergency Response Team [City]

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

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 grandson, and 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.

THIS FORM IS A PUBLIC DOCUMENT
Attachment

Item 3
Contra Costa County Boards & Commissions

Application Form

Profile

<table>
<thead>
<tr>
<th>First Name</th>
<th>Middle Initial</th>
<th>Last Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>DAVID</td>
<td>L</td>
<td>WYATT</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Home Address</th>
<th>Suite or Apt</th>
</tr>
</thead>
<tbody>
<tr>
<td>OAKLEY</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>City</th>
<th>State</th>
<th>Postal Code</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>CA</td>
<td>94561</td>
</tr>
</tbody>
</table>

Primary Phone

Email Address

Which supervisorial district do you live in?

- District 3

Education

Select the option that applies to your high school education *

- High School Diploma

College/ University A

Name of College Attended

UC Davis Extension

Degree Type / Course of Study / Major

Certification/Hazardous Materials Management

Degree Awarded?

- Yes  
- No

College/ University B

Name of College Attended

Degree Type / Course of Study / Major

DAVID L WYATT
Degree Awarded?

☐ Yes ☐ No

College/ University C
Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

☐ Yes ☐ No

Other schools / training completed:
Course Studied

Hours Completed

Certificate Awarded?

☐ Yes ☐ No

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.

DAVID L WYATT
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.

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

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 12/2006
Senior Household Hazardous Waste Technician
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 10/2001
Health, Safety & Environmental Specialist
Locitete 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 3/1995
Environmental Technician
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
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
Contra Costa Health Services
597 Center Ave., Suite 110
Martinez, CA 94553
(925) 313-6587
mkent@cchealth.org
www.cchealth.org