

MEETING DATE	MEETING START	SUMMARY OF MEETING MINUTES	
7.30.2015	1:30pm	Draft Minutes	
Location:	Beverly Heritage Hotel 1820 Barbar Lane, Milpitas		
Meeting called by:	SBOSG		
Type of meeting:	Quarterly Update		
Minute Recorder:	Scott McGourty, Republic Services		
Attendees:	See attached sign-in sheet.		
Discussion:			
Don Litchfield	Introductions		
	Round-table status updates from SBOSG attendees.		
Mark deBie	Statewide regulations regarding composting are nearing approval. Focus is revising specific requirements, including revised OIMP processes and BMPs for feedstock.		
Kathy Cote/ Jeanne Serpa	Discussion of disseminating information to the public such as a public information repository.		
Don Litchfield/John Marvin	Recommend brief overview presentation of each facility during upcoming SBOSG meetings. Newby Island will present first.		
Action Item: Public Involvement			
Develop approach to incorporating public involvement in SBOSG. Discuss selection process with senior management at the City of Fremont, City of Milpitas, and City of San Jose.			
Responsible Party:	Cathy Cote, Steve Machida, Jeanne Serpa	Deadline:	TBD
Action Item: Haul Road Analysis			
Assess feasibility of using private haul roads to transport material between WWTP, Newby Island, ZWED.			
Responsible Party:	Ken Davies, Scott McGourty	Deadline:	December 2015
Action Item: Public Information			
Identify best outlet and content for dissemination of information regarding regional activities, weather data etc.			
Responsible Party:	Jeanne Serpa, Cathy Cote, SBOSG	Deadline:	Q1 2016
MEETING END		NEXT MEETING	
3:30pm		10-22-2015	