<table>
<thead>
<tr>
<th>MEETING DATE</th>
<th>MEETING START</th>
<th>SUMMARY OF MEETING MINUTES</th>
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<tr>
<td>7.30.2015</td>
<td>1:30pm</td>
<td>Draft Minutes</td>
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**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** 3:30pm **NEXT MEETING** 10-22-2015