

**“Plastic Pollution Prevention and Packaging Producer Responsibility Act”
Advisory Board
Advisory Board Membership Solicitation and Instructions**

Purpose

The Plastic Pollution Prevention and Packaging Producer Responsibility Act (SB 54, Allen, Chapter 75, Statutes of 2022, Public Resources Code (PRC) Section 42070) requires the Director of the Department of Resources Recycling and Recovery (CalRecycle) to appoint a producer responsibility Advisory Board for the purpose of identifying barriers and solutions to creating a circular economy and advising the department, producers, and producer responsibility organizations on the implementation of this new law. The inaugural members of this Advisory Board were appointed by July 1, 2023, to serve terms that would conclude on a staggered basis. Seven Advisory Board position terms will conclude on June 30, 2025, and are seeking new appointments. Existing Board members may seek reappointment.

This document describes:

- The duties of the Advisory Board and which specific Board member categories are open for new appointments.
- How interested parties may apply, or statewide organizations may nominate people to CalRecycle for appointments to the Advisory Board.
- A general timeline for the appointment process.

Applications and nominations are due on or before March 28, 2025, at 5:00 PM PDT.

Composition of the Advisory Board

Per PRC section 42070(a), the Advisory Board is composed of 13 voting and 3 nonvoting members belonging to specific categories. The following seven categories are open for new appointments following the conclusion of their current terms on June 30, 2025.

Voting Members:

- (1) One representative nominated by a statewide rural county association
- (2) One representative from an environmental protection organization
- (3) One representative from a disadvantaged, low-income, or rural community
- (4) One representative from a materials recovery facility located within California
- (5 & 6) Two representatives from manufacturers of covered materials of different material types utilizing postconsumer recycled content, one of which produces third-party certified compostable covered material. These two Advisory Board members shall not be board members of a producer responsibility organization (PRO).

Non-Voting Member:

- (7) One representative nominated by a statewide association representing the retail sector. This board member shall be a nonvoting member.

Duties of the Advisory Board

- Meet at least once per year per PRC Section 42070(c)

- Comply with the [Bagley-Keene Open Meeting Act](#) per PRC Section 42070(d)
- Provide the PRO, CalRecycle, and a third party conducting a needs assessment with initial recommendations about creating a circular economy and implementing SB 54 as outlined in PRC Section 42070(e)
- Review any submitted needs assessment or update within 90 days of receipt of the assessment per PRC Section 42067
- Review submitted PRO plans and offer written comments on the plans within 60 calendar days of receiving it pursuant to PRC Section 42070(h)
- Publish deliverables and accomplish goals as outlined in PRC Section 42070
- Serve for a staggered three-year term, with reappointment potential per PRC Section 42070(b)

In addition to the duties outlined above, members of the Advisory Board will be expected to commit to attending meetings and contribute to work products outside of meeting times, including preparation of meeting notes and posting of ADA accessible documents to a [publicly-available repository](#) (as codified in the Plastic Pollution Prevention and Packaging Producer Responsibility Advisory Board Code of Conduct). Advisory Board members are responsible for their own travel costs, as required.

Application Instructions

If you are interested in serving or have been nominated by a statewide association to serve on the Advisory Board, fill out the online [application](#) on or before 5:00 PM PDT March 28, 2025.

Note: Applicants must indicate which membership category they are applying for. Applications for membership categories that require nomination by a statewide organization must be accompanied by a letter of nomination from the organization on official organization letterhead. Questions or requests for additional information can be directed to packaging@calrecycle.ca.gov.

Timeline

To be considered for appointment to the Advisory Board, CalRecycle will accept applications through March 28, 2025. CalRecycle will appoint members by July 1, 2025.