

**“Plastic Pollution Prevention and Packaging Producer Responsibility Act”
Advisory Committee
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 by July 1, 2023 for the purpose of identifying barriers and solutions to creating a circular economy and advising the department, producers, and producer responsibility organizations in the implementation of this new law.

This document describes:

- The composition and the duties of the advisory board.
- How interested parties may apply or statewide organizations may nominate people to CalRecycle for appointment to the advisory board.
- A general timeline for the appointment process.

Applications and nominations are due on or before March 24, 2023 at 11:59 PM PDT.

Composition of the Advisory Board

Per PRC section 42070(a), the advisory board will be composed of 13 voting and 3 nonvoting members as provided in the following categories.

Voting Members:

- (1) One representative nominated by a statewide city association
- (2) One representative nominated by a statewide rural county association
- (3) One representative from an environmental protection organization
- (4) One representative from an ocean advocacy organization
- (5) One representative from an environmental justice organization
- (6) One representative from a disadvantaged, low-income, or rural community
- (7) One representative from a materials recovery facility located within California
- (8) One representative from a recycling service provider, or a representative of an association of recycling service providers
- (9) One representative from the composting industry operating in the California
- (10) A representative from each of four manufacturers of covered materials of different material types utilizing postconsumer recycled content, one of which produces third-party certified compostable covered material. These board members shall not be a board member of a producer responsibility organization (PRO).

Non-Voting Members:

- (11) One representative nominated by a statewide association representing the retail sector. This board member shall be a nonvoting member
- (12) One representative nominated by a statewide association representing the grocery sector. This board member shall be a nonvoting member
- (13) One representative of a producer responsibility organization. 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)
- Elect a chair of the advisory board at the first meeting to serve for the calendar year per PRC Section 42070(b)
- 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 contributing to work products outside of meeting times, including preparation of meeting notes and posting of ADA accessible documents to a publicly-available repository (to be codified in a Code of Conduct in the first meeting)
- Provide own travel funding, 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 11:59 PM PDT March 24, 2023.

Note: Applicants must indicate which membership category they are applying for. If you are applying for a membership category that requires nomination by a statewide organization, you must attach a letter of nomination from the organization on official organization letterhead as part of your application form. If you have any questions or need additional information, please contact the CalRecycle SB 54 Implementation Team at packaging@calrecycle.ca.gov.

Timeline

To be considered for appointment to the advisory board, CalRecycle will accept applications through March 24, 2023. CalRecycle will carefully review applications and will notify appointed board members if they are selected. CalRecycle will appoint members by July 1, 2023.