

**Circular Action Alliance**  
**Colorado Board of Directors - Meeting Minutes**  
**Meeting #8 – January 8, 2024 (12:30 - 2:00 p.m. MT / 2:30 – 4:00 p.m. ET)**

Item	Substance	Action
1.	<b>Call to Order and Agenda Review</b>	N. Menezes called the meeting to order at 12:33 p.m. MT. Attendees were welcomed.
2.	<b>Antitrust Admonishment</b>	An antitrust compliance reminder was provided by legal counsel
3.	<b>Consent Agenda</b>	<p>The draft minutes of the December 11, 2023 (Meeting #7) Colorado Board Meeting were adopted without objection.</p> <p>Attendance note: A.Wright joined the meeting at 12:37 p.m. MT</p>
4.	<b>Executive Director Search</b> <i>Inform</i>	Colorado Board members received an update that the search agreement with the selected vendor for the Colorado Executive Director search was finalized. Colorado Board Members were asked to respond to the Vendor's outreach for their input on desired skills and competencies for the Executive Director candidate and to share any contacts for people who have expressed interest in the role so far. Once the feedback is collected from the Colorado Board, the role should be posted immediately thereafter.
5.	<b>Update on Discussion with CDPHE</b> <i>Discussion</i>	A report was provided about preliminary feedback from the Colorado Department of Public Health and Environment (CDPHE)'s representative on the draft Needs Assessment report. Based on the feedback received, HDR Engineering has been asked to clarify the basis of the assumptions underlying their data and cost scenario modeling and to define those assumptions more explicitly. The Board engaged in a brief discussion about CDPHE's feedback.
6.	<b>Colorado Needs Assessment Updates</b> <i>Discussion</i>	<p>Colorado Board members received an update about the progress of the Needs Assessment development. It was noted that CAA will submit the draft Needs Assessment to CDPHE by January 15, 2024 to accommodate CDPHE's request to shorten the submission timeline. The modified submission timeline will allow for CDPHE review ahead of posting for a 30-day public comment period, followed by CDPHE's submission to the Joint Budget Committee of the Colorado General Assembly before March 15, 2024 with its recommendations.</p> <p>Draft chapters of several elements in the Needs Assessment report were shared for feedback and discussed. Notable updates to the prior version of the draft Needs Assessment were highlighted as shown in the presentation slides. Questions were posed by Project Team members to Colorado Board Members to seek their input. Board members briefly engaged in discussion about the establishment of target recycling rates. The proposed scenario summaries were reviewed. Colorado Board Members engaged in extensive discussion about the likelihood of achieving the recycling performance scenarios for 2030. Eunomia Research &amp; Consulting's cost methodology and projected cost impacts for each of the modeled scenarios were also reviewed.</p> <p>The Colorado Board Members present agreed that the remaining elements of the Needs Assessment draft report will continue at the next Colorado Board Meeting.</p> <p>Attendance notes: M. Marchun left the meeting at 1:20 p.m. MT J. Meyers left the meeting at 1:28 p.m. MT A Wright left the meeting at 1:44 p.m. MT S. Buckingham left the meeting at 1:52 p.m. MT A. Schenck left the meeting at 2:00 p.m. MT</p>

7.	<b>CDPHE's Proposed Producer Responsibility Rulemaking</b> <i>Discussion</i>	This agenda item was deferred due to time constraints.
8.	<b>Next Meeting Date</b> <i>Discussion</i>	The Colorado Board agreed to hold a special meeting on Friday, January 12 at 12:30 p.m. MT to continue discussion about finalizing the draft Needs Assessment report. Notice will be sent.
9..	<b>Other Business</b>	There was no other business to discuss.
10.	<b>Executive Session</b>	No executive session was held.
11.	<b>Adjournment</b>	The meeting adjourned at 2:09 p.m. MT.

### **Attendees:**

<b>Voting Members</b>			
General Mills	Neil Menezes	Voting Member	Y
Mars, Incorporated	Eadaoin Quinn	Voting Member	Y
Clorox	Melissa Craig	Voting Member	Y
PepsiCo	Andy Wright	Voting Member	Y
Swire	Mike Bernier	Voting Member	Y
Walmart	Alex Schenck	Voting Member	Y
<b>Nonvoting Members</b>			
Mary Marchun	Colorado Beverage Association	Nonvoting Member	Y
John Hewitt	Consumer Brands Association	Nonvoting Member	Y
<b>Project Team</b>			
Shane Buckingham	Project Team	Deputy Project Lead	Y
Peter Hargreave	Project Team	Colorado Program Manager	Y
Jeff Meyers	Project Team	Senior Strategic Advisor	Y
Betsy Dorn	Project Team	Policy Advisor (Colorado)	Y
Sue Towle	Project Team	Board and Project Administrator	Y
<b>Legal Counsel</b>			
Andrew Steinberg	Venable LLP	Legal Counsel	Y

### **Antitrust Compliance**

Circular Action Alliance is subject to federal, state, and international antitrust/competition laws and has a policy of strict compliance with these laws, without exception.

These antitrust laws prohibit competitors from engaging in actions that could result in an unreasonable restraint of trade.

Consequently, competitors must avoid discussing certain topics when they are together, meeting virtually, or at any other time: prices, fees, rates, profit margins, discounts, promotions, rebates, or other terms or conditions of sale; pricing strategies, methods, trends, plans, or timing of price changes; salaries, costs, and other factors that affect pricing; the hiring or recruitment of other members' employees; allocation of markets or customers or division of territories; topics that may lead participants to not deal with or to boycott a particular supplier, customer, or third party; reductions of output; bid-rigging; or any other anti-competitive topics or actions.

Failure to comply with these antitrust laws will not be tolerated in any manner.