

**Circular Action Alliance**  
**Colorado Board Meeting Minutes**  
**Meeting #12 – February 5, 2024 (12:30 – 2:00 p.m. MT / 2:30 – 4:00 p.m. ET)**

Item	Substance	Action
1.	Call to Order and Agenda Review	N. Menezes called the meeting to order at 12:34 p.m. MT. The agenda was reviewed.
2.	Antitrust Admonishment	An antitrust compliance reminder was provided by legal counsel.
3.	Consent Agenda <i>Approval</i>	The draft minutes of the January 22, 2024 (Meeting #11) were adopted without objection.
4.	Needs Assessment Updates <i>Inform/Discussion</i>	P. Hargreave reported on the submission of the Needs Assessment to the Colorado Department of Public Health and Environment (CDPHE) on January 26. The report is posted on CDPHE and CAA's website for public comment. Discussion on the process for reviewing feedback from CDPHE and the public was overviewed.  O. Barker presented to the Board on the communications tools and key messages for the Colorado Board to assist in responding to questions they may receive regarding the Needs Assessment. The National Board's position regarding advocacy was conveyed. Board members discussed the Recycle Colorado's Advocacy Day.
5.	Program Plan Development Updates <i>Inform</i>	P. Hargreave reported on workstreams for approaching the development of the various elements of the Program Plan.
6.	Regulation Update <i>Inform</i>	P. Hargreave reported on CDPHE's pending release of the second draft of proposed rules and noted areas where CAA should submit comments. Further input will be requested from Board members once informal rulemaking proposal is released.
7.	Colorado Executive Director Search <i>Discussion</i>	The recruitment partner reported that the job posting for a Colorado Program Executive Director was posted and almost 100 applicants have applied for the role. A report on search status metrics and candidates (interviewed, in progress, and no longer under consideration) were reviewed. Candidates for consideration will be shared with the Board later in February. A reminder about maintaining confidentiality of candidate information was provided.  Attendance Notes: A. Dunn and S. Bugay joined the Meeting at 1:30 p.m. MT and left the Meeting at 1:49 p.m. M.T. O. Barker, J. Meyers and B. Dorn left the Meeting at 1:50 p.m. M.T.
8.	Other Business <i>Discussion</i>	M. Bernier reported on conversation with CDPHE's Producer Responsibility Lead. The potential to hold an in-person meeting in Denver in tandem with the National Board Meeting in April was mentioned.  No additional business was discussed.
9.	Executive Session	No executive session was held.
10.	Adjournment	The meeting adjourned at 1:56 p.m. MT.

**Attendees:**

Voting Members			
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	N

Swire	Mike Bernier	Voting Member	Y
Walmart	Alex Schenck	Voting Member	Y
<b>Nonvoting Members</b>			
Mary Marchun	Colorado Beverage Association	Nonvoting Member	N
John Hewitt	Consumer Brands Association	Nonvoting Member	Y
<b>Project Team</b>			
Ron Soreanu	Project Team	CAA Project Lead	N
Shane Buckingham	Project Team	EPR Program Planning Lead	N
Peter Hargreave	Project Team	Colorado Program Manager	Y
Jeff Meyers	Project Team	Senior Strategic Advisor	Y
Olivia Barker	Project Team	Director Communications & Recruitment	Y
Betsy Dorn	Project Team	Policy Advisor (Colorado)	Y
Sue Towle	Project Team	Board and Project Administrator	Y
<b>Invited Guests</b>			
Ani Dunn	Korn Ferry	Recruitment Consultant	Y
Sarah Bugay	Korn Ferry	Recruitment Consultant	Y
John Kuper	Korn Ferry	Recruitment Consultant	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.