Per California Code of Regulations, title 2, section 548.5, the following information will be posted to CalHR's Career Executive Assignment Action Proposals website for 30 calendar days when departments propose new CEA concepts or major revisions to existing CEA concepts. Presence of the department-submitted CEA Action Proposal information on CalHR's website does not indicate CalHR support for the proposal.

### A. GENERAL INFORMATION

<table>
<thead>
<tr>
<th>1. Date</th>
<th>2. Department</th>
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</thead>
<tbody>
<tr>
<td>12/9/2021</td>
<td>Department of Resources Recycling and Recovery</td>
</tr>
</tbody>
</table>

3. Organizational Placement (Division/Branch/Office Name)

CalRecycle/Executive Office

4. CEA Position Title

Deputy Director, Office of Innovation

5. Summary of proposed position description and how it relates to the program's mission or purpose. (2-3 sentences)

This position will oversee investments in recycling and re-manufacturing in California, including programs designed to target innovators who are creating new jobs and recycling industries. This position will play a key role in leading the development of infrastructure required to process recyclables and manufacture products from recyclable material. This position will work cooperatively with the Governor's Office of Business and Economic Development to identify and support businesses that foster development and deployment of new technologies and create high-road jobs in recycling and re-manufacturing in California. Finally, this position will be an ombudsman to assist businesses with aid in accessing funding to develop infrastructure.

6. Reports to: (Class Title/Level)

DIRECTOR, DEPARTMENT OF RESOURCES, RECYCLING AND RECOVERY

7. Relationship with Department Director (Select one)

- [x] Member of department's Executive Management Team, and has frequent contact with director on a wide range of department-wide issues.

- [ ] Not a member of department's Executive Management Team but has frequent contact with the Executive Management Team on policy issues.

(Explain): 

8. Organizational Level (Select one)

- [ ] 1st
- [ ] 2nd
- [x] 3rd
- [ ] 4th
- [ ] 5th (mega departments only - 17,001+ allocated positions)
## B. SUMMARY OF REQUEST

9. What are the duties and responsibilities of the CEA position? Be specific and provide examples.

<table>
<thead>
<tr>
<th>This position will lead the Office of Innovation, and will be responsible for creating and implementing programs designed to support a Circular Economy.</th>
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<tbody>
<tr>
<td>This position will create and direct policy, and through a combination of different financial instruments, focus the use of resources to develop infrastructure required to process recyclables and manufacture products from recyclable material. These investments will help reduce global carbon emissions and generate the feedstock to attract re-manufacturing companies to California.</td>
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<tr>
<td>This position will not only oversee existing grant and loan programs that meet the goals of the circular economy, but also expand both grants to companies that are in the research, development, feasibility, or pilot phase of recycling projects that are interested in locating in California, and business assistance loans to provide low-interest loans to attract recycling and reuse businesses to California. Additionally, this position will actively provide information to and solicit applications from local jurisdictions for the CalRecycle's market development and reuse grant programs. This position will work cooperatively with the Governor's Office of Business and Economic Development, and other State Agencies to identify and support businesses that foster development and deployment of new technologies and create high-road jobs in recycling and re-manufacturing in California.</td>
</tr>
<tr>
<td>As a member of the executive team, this position will have a continuous and crucial role in creating and influencing policy through the recommendation of initiatives, regulations and legislation designed to implement recycling statutes; and, will be directly responsible for formulating and implementing statewide policies and programs related to the Circular Economy Initiative. This critical role includes responding to industry, special interests, and to legislative, federal, state, and local recycling, re-manufacturing, and infrastructure challenges.</td>
</tr>
<tr>
<td>Finally, this position will be an ombudsman that reports to the director and offers business assistance to business owners that may find it difficult to access or understand the funding programs available to them.</td>
</tr>
</tbody>
</table>
10. How critical is the program's mission or purpose to the department's mission as a whole? Include a description of the degree to which the program is critical to the department's mission.

☑️ Program is directly related to department's primary mission and is critical to achieving the department's goals.

☐ Program is indirectly related to department's primary mission.

☐ Program plays a supporting role in achieving department's mission (i.e., budget, personnel, other admin functions).

Description: CalRecycle's Mission Statement is: "Protecting California’s environment and climate for the health and prosperity of future generations through the reduction, reuse and recycling of California resources, environmental education, disaster recovery and the transition from a disposable to a fully circular economy."

A circular economy recognizes waste as a resource, and by shifting the state’s focus to reuse and recycle materials that would otherwise be thrown away, a more resilient and renewable economy can be built in California. These goals require investments in recovery, recycling and re-manufacturing in California, including programs designed to target innovators who are creating new jobs and recycling industries. With these investments, California will create jobs and make measurable progress towards the state’s climate and recycling goals by leading the world in building robust markets for recycled commodities by providing early investments in the companies that are innovating new and clean technologies.
B. SUMMARY OF REQUEST (continued)

11. Describe what has changed that makes this request necessary. Explain how the change justifies the current request. Be specific and provide examples.

The Governor, in the 21-22 budget, directed the Department of Resources Recycling and Recovery to create a specific branch to oversee Innovation Market Development and Re-manufacturing. This is necessary to not only support and bolster existing grant and loan programs that direct the department toward creating a circular economy, but to provide a solid base from which to work cooperatively with the Governor’s Office of Business and Economic Development to identify and support businesses that foster development and deployment of new technologies and create high-road jobs in recycling and re-manufacturing in California.
C. ROLE IN POLICY INFLUENCE

12. Provide 3-5 specific examples of policy areas over which the CEA position will be the principle policy maker. Each example should cite a policy that would have an identifiable impact. Include a description of the statewide impact of the assigned program.

This position develops new policies and programs for CalRecycle and, in the case of the Circular Economy, the entire state. For example:

1. Provide expertise on markets for secondary materials and develop incentives to increase the demand for discarded materials and for end-products containing secondary materials. This critical role includes responding to industry, special interests, and to legislative, federal, state, and local waste management issues. This effort will protect the citizens of California by reducing waste in landfills, reduce greenhouse gas emissions, reduce new non-recyclable material production, and saving natural resources.

2. Create and direct policy, and through a combination of different financial instruments, focus the use of resources to develop infrastructure required to process recyclables and manufacture products from recyclable material. This effort will allow the citizens of California to effectively recycle materials which reduces waste in landfills and reduces greenhouse gas emissions. Additionally, this effort creates revenues for recycling centers and processing centers feeding the economy of the State of California.

3. Develop and direct policy and legislative concepts/proposals regarding the Circular Economy of California. These duties will allow CalRecycle to implement the Governor’s Climate Crisis bill signed in September 2021, and outlined in the Governor’s proposed budget released in January 2022. These policies and legislative concepts not only protect the health and welfare of the citizens of California by increasing recycling processing centers, but bolsters the economy of California by creating jobs in the recycling industry.

4. Develop and direct policy and legislative concepts/proposals to expand grants to companies that are in the research, development, feasibility, or pilot phase of recycling projects that are interested in locating to California. As outlined in the Governors proposed budget released in January 2022, creating financial incentives for companies to be headquartered in California, including recycling centers and processing facilities, will create jobs for Californians by reducing unemployment and creating economic growth.

5. Promote the development, improvement, and optimization of recycling manufacturing technology and infrastructure. This effort will not only protect the health and welfare of the citizens of California increasing the recycling efforts in California, but creates a more stable structure for businesses in recycling and manufacturing in California; increasing jobs and bolstering the economy.

The position’s policy making and influencing responsibilities are necessary to accomplish statutory mandates as well as both of CalRecycle’s two critical missions, helping California achieve a sustainable future, and protecting the public health and safety and the environment through waste prevention, waste diversion and safe waste processing and disposal.

Additionally, this position will be an ombudsman, and will provide direct assistance to businesses looking at innovative ways of increasing the demand for discarded materials and creating new products.
### C. ROLE IN POLICY INFLUENCE (continued)

13. What is the CEA position's scope and nature of decision-making authority?

<table>
<thead>
<tr>
<th>Decisions made relative to the department's market and technology development have a significant state-wide impact on local governments through the technical assistance provided in the development of markets and promotion of recycled product manufacturing. Given state mandates to divert waste streams from landfills through recycling, all cities and counties will be affected by, and reliant on, policies and program decisions made by this position. This position is also responsible for providing statewide financial assistance to local governments and businesses in the form of grants and loans.</th>
</tr>
</thead>
<tbody>
<tr>
<td>This position will be responsible for working closely with jurisdictions throughout the State to encourage and evaluate local diversion program implementation and to develop new innovative programs and technologies including source reduction, recycling, composting, and other efforts. They will develop and implement programs related to environmental protection and market development to support a circular economy.</td>
</tr>
<tr>
<td>As a member of the executive management team, the position will have continuous and crucial policy influence by way of recommendation of initiatives, regulations, and legislation designed to implement recycling and market development statutes, and will be directly responsible for formulating and implementing statewide policies and programs related to market development.</td>
</tr>
<tr>
<td>The position will develop and implement statewide policies and programs including the evaluation, distribution, and monitoring of grants and loans supporting innovation in recycling and re-manufacturing technologies. In addition, the CEA will be responsible for the statewide formulation of policies and initiatives that enhance the procurement of recycled-content products by state agencies and the private sector.</td>
</tr>
<tr>
<td>The CEA will play a critical role in understanding and responding to recycling and waste management issues raised by stakeholders including the Legislature, industry, special interest groups, federal, and state authorities. This level of oversight will allow CalRecycle to effectively accomplish statutory mandates as well as both the SB1383 and AB32 critical missions, helping California achieve a truly circular economy.</td>
</tr>
</tbody>
</table>

14. Will the CEA position be developing and implementing new policy, or interpreting and implementing existing policy? How?

| This position will be developing and implementing new policies, as well as interpreting and implementing existing policies within the new circular economy initiative. This will involve work not only within the department and with existing stakeholders, but coordinating with other entities such as the Governor's Office of Business and Economic Development to identify and support businesses that foster development and deployment of new technologies and create high-road jobs in recycling and re-manufacturing in California. |