

Local Hazardous Waste Management Program
Final Approved Management Coordination Committee Meeting Minutes
May 16, 2017
6th Floor King/Chinook Conference Rooms, King Street Center, Seattle, WA
10:00 a.m. – 12:00 p.m.

Attendees MCC:

Joan Lee, KCWLRD, MCC Chair
Hank Myers, SCA, City of Redmond, MCC Vice-Chair
Susan Fife-Ferris, SPU
Darrell Rodgers, PHSKC
Jeff Gaisford, KCSWD

Doreen Booth, SCA
Julie Mitchell, KCSWD
Steve Whittaker, PHSKC
Kristin Pace, PHSKC
Mendy Droke, KCSWD
Ashley Pedersen, KCWLRD
Charles Wu, KCWLRD
Linda Van Hooser, PHSKC
Michael Davis, SPU
Maythia Airhart, SPU

Other Attendees:

Lynda Ransley, LHWMP
Vicky Beaumont, LHWMP
Ryan Kellogg, LHWMP
Maureen Weisser, LHWMP
Liz Tennant, LHWMP

GENERAL BUSINESS

MCC Minutes:

MCC reviewed and approved April 18, 2017 minutes with no revisions.

Announcements

Joan, Councilmember Myers, and Jeff expressed appreciation to Doreen Booth for her efforts on behalf of the Sound Cities Association, as she moves to a position with the City of Kirkland.

DISCUSSION ITEMS

1st Quarter Reports

PERFORMANCE REPORT: Ryan reviewed the 2017 Q1 Progress Report. Key Q1 accomplishments include:

Service Equity: Customized “Service Equity 101” project trainings were completed. All project teams have received training on equity principles and practices appropriate to their work.

IT Business Needs Assessment: LHWMP is working with KCIT to complete an IT business needs assessment. Initial focus is on the Program’s web site redesign and improved project management and expenditure reporting tools.

Technical Assistance and Incentives: Voucher use is increasing, possibly due to changes in reimbursement policies. The Program recently increased the amount of vouchers to \$599 (from \$500), with a 25% match. There has also been an increase in requests for school lab assistance – as a result of un-sustained prior lab cleanout efforts. The team has been asked to develop a white paper on this topic to inform future direction.

Focus Projects: Focus Projects continue to experience delays due to staff vacancies (including promotion of 2 project managers to other positions). An interim coverage plan is in place until the positions are re-filled (expected this summer).

Research: A current research agenda has been finalized. The agenda is based on the issue prioritization process developed in LOB planning, which provides an objective way for reviewing and selecting priorities.

DISCUSSION

- MCC members requested a white paper on issues and options related to services for school science labs.
- Lynda has a team working on this and will bring recommendations back to MCC in July or at their next regular meeting after that.

FINANCIAL REPORT: Liz reviewed the 1st Quarter Financial Report, including expenditure details by project and program area. She also shared an updated financial forecast.

DISCUSSION

- Darrell asked about the disaster funding. Lynda suggested bringing back as a larger discussion in the fall – which would include what revenues are available within LHWMP, policies for their use, and how they would be accessed in an emergency. Then, MCC could better determine what would be desired for disaster debris reserve funds in LHWMP's biennial budgets.

Rate Proposal

Lynda and Liz presented current status of LHWMP's anticipated rate adjustment proposal to the Board of Health for 2019, along with rationale and current financial projections. Staff are currently exploring different options for implementation, including 4- or 6- year duration, and single or phased increases.

Lynda asked MCC for guidance related to rate planning assumptions for costs associated with South County collection services – and potential co-location with the South King County Solid Waste facility.

Liz reviewed considerations and recommendations from an internal study group on this issue. Program staff are recommending co-location, and including projected costs in the rate planning assumptions. MCC was asked what additional information they might want before making a final decision on co-location.

DISCUSSION

- Councilmember Myers asked about cash flow in 1st Quarter and the need for reserve or adjustment to operations. Lynda described historical revenue and expenditure trends for 1st Quarter, and that the current reserve policy has been sufficient to meet Program needs to-date.
- Joan asked how much savings was due to understaffing. Lynda explained the impact of current vacancies (approximately 10 positions), as well as how this affects spending of some non-labor costs.
- For forecasting purposes, Joan would like to see our under-expenditures over time.
- Hank asked about wastewater providers who collect fees for LHWMP. Staff will provide that information.
- Jeff and Susan agreed that the increased South County MRW estimates should be included for planning purposes. Other members concurred.
- Additional Information: Members asked for additional details such as service impacts, service levels, current and future capacity, side-by-side comparisons (with LHWMP's other facilities), and equity impacts – for making an eventual decision about potential co-location.

DECISION

- MCC agreed to include the projected increased costs for South County MRW co-location in our rate planning assumptions.

Line of Business Overview – Research

Kristin and Steve provided an overview of the Research Team’s work. Kristin discussed how social science research (e.g., literature reviews, surveys, focus groups, and GIS analyst) is being used to help Focus Projects, I&M, and TAIP. Steve provided examples of technical research, including support to the Safer Cleaning project.

The presentation also included how LHWMP reviews and prioritizes issues for the Program – using criteria and an evidence-based approach to assess topics, research issues, risk and impacts, and providing data to inform decisions. Steve also highlighted current areas of research:

- Intervention strategies to reduce chemical exposures in custodians and janitors.
- Copper-based anti-fouling boat paints and strategies to promote their use.
- Safer alternatives to methylene chloride as a degreaser and paint stripper and strategies to promote their use.

2017 Equity Planning

Liz Tennant, Michael Davis, and Maythia Airhart described the 2017 equity planning effort underway, including objectives, scope, timeline, and desired MCC guidance to develop an equity vision for the Program. This will be the focus of MCC’s June work session.

DISCUSSION

- Jeff asked what members are expected to bring to the June meeting, and what we are hoping to achieve. Lynda responded that our desired outcome is to draft an equity vision statement. Preparation will be minimal. Advance materials will include background documents such as LHWMP’s Service Equity Policy, executive summaries of King County’s and Seattle’s equity plans, and perhaps other materials from the planning team.
- Darrell appreciates this approach. King County is struggling with equity, and he is particularly concerned about hiring. People impacted by policies need to be part of the design process.
- Joan feels like LHWMP has been striving to figure out where the gaps are and she is very supportive.
- Hank would like the discussion and outcomes to support concrete, tangible actions.

Policy Update

Mendy provided an update of state legislative activities, including CPG funding – which is still undecided, but will be significantly lower than past years.

DISCUSSION

- MCC members asked for a work session in July focused on policy and product stewardship.

Success Story

Earlier this month, Ashley Pedersen and Steve Whittaker, along with folks from Ecology and the City of Redmond, visited Plaza Cleaners in Redmond to learn more about the professional wet washing alternative to PERC. LHWMP field staff visited this site in 2011 and 2012 when it was still using PERC. In 2012, the business received a LHWMP voucher for \$20,000 to replace their PERC machine with a professional wet washing machine.

Ashley and Steve were very impressed with Plaza Cleaner’s professional wet washing operation. There was no odor; and garments were effectively cleaned, including fabrics that were labelled “dry clean only”. It was great to see how LHWMP helped transition a business to a process that doesn’t generate hazardous waste, or cause harm to humans and the environment. Plaza Cleaner’s experience and success with professional wet washing will be useful in the Policy Team’s analysis of PERC usage in King County.

Next Meeting: *TBD. Work session will be scheduled; location, time, and date will be confirmed.*