

**Local Hazardous Waste Management Program
Final Approved Management Coordination Committee (MCC) Meeting Minutes
November 21, 2017**

MCC Members:

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

Other Attendees:

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|---|---|
| <input checked="" type="checkbox"/> Lynda Ransley, LHWMP | <input type="checkbox"/> Lauren Cole, KCSWD |
| <input checked="" type="checkbox"/> Vicky Beaumont, LHWMP | <input type="checkbox"/> David Hare, SPU |
| <input type="checkbox"/> Ryan Kellogg, LHWMP | <input type="checkbox"/> Linda Knight, City of Renton, SCA |
| <input checked="" type="checkbox"/> Kristin Painter, LHWMP | <input checked="" type="checkbox"/> Linda Van Hooser, PHSKC |
| <input checked="" type="checkbox"/> Liz Tennant, LHWMP | <input type="checkbox"/> Charles Wu, KCWLRD |
| <input checked="" type="checkbox"/> Maureen Weisser, LHWMP | <input type="checkbox"/> Mendy Droke, KCSWD |
| <input checked="" type="checkbox"/> Madelaine Yun, LHWMP | <input type="checkbox"/> Erika Kinno, PHSKC |
| <input checked="" type="checkbox"/> Ellie Wilson-Jones, SCA | <input type="checkbox"/> Ashley Pedersen, KCWLRD |
| <input checked="" type="checkbox"/> Julie Mitchell, KCSWD | |
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GENERAL BUSINESS

MCC Minutes

MCC reviewed and approved September 19, 2017, minutes with no revisions.

Announcements

None

DISCUSSION ITEMS

MRW Services – South King County

Julie Mitchell, of King County Solid Waste Division, presented the findings and recommendations of the South King County Moderate Risk Waste (MRW) Service Level Study Work Group. Work group members compared the equity and cost of co-locating MRW collection service with King County's newly approved South County Transfer and Recycling Center. The work group recommended co-locating MRW services at the new South King County Recycling and Transfer Station (expected to open in 2022) on the basis that it improves equity and service access for south county residents and businesses. Work group members also recommended operating the facility three days per week (vs. six days) if that is feasible with labor contract agreements.

DISCUSSION:

- MCC members discussed aspects of the proposal, including the demographics of who would benefit from the new service location, and the possibilities for reprogramming Wastemobile services once the new location is in place.

DECISION:

- MCC members unanimously approved co-locating south county MRW services from the Outlet Mall Collection Site in Auburn to the new South County Transfer Station with a preference for the facility to be open three days per week (vs. 6 days), pending feasibility with the labor contract.

Rate Adjustment Proposal

Lynda provided an overview of MCC direction to date and input received since the September MCC meeting. This information is further detailed in the handout provided with the meeting packet. The purpose of discussion at this meeting was for MCC to decide: 1) whether to assume annual under-expenditures, and at what level; and 2) the preferred method of phasing the annual rate increases.

1. Under-expenditures: based on a range of considerations and consultations, the current staff proposal is to assume approximately \$1 million of savings per year. Additionally, that these forecasted savings be applied to new initiatives – in areas of policy, equity, and providing expanded access and marketing of LHWMP services.
2. Phased rate increases: two scenarios were presented, and detailed in the meeting handout.
 - a. Higher increases in 2019, 2022, and 2023; lower increases in 2020, 2021, and 2024
 - b. Smoother increases from 2019 to 2021, with lower increases in 2022 and beyond

DISCUSSION:

- MCC members discussed the rate proposal and options presented.

DECISION:

- MCC members unanimously approved Rate Model 2 on the meeting handout. This was the staff recommendation to assume 5 percent savings (based on past expenditure performance) and budget these savings of approximately \$1 million for new initiatives starting in 2019. MCC directed staff to develop a list of specific initiatives including performance measures.
- MCC members agreed that a second choice option would be a reduced funding model, \$500,000 less per year (Rate Model 4 on the handout).
- MCC members also supported a mid-cycle check-in with the Board of Health in 2022 to evaluate whether the projected rates would be needed in 2023 and 2024.

Lynda also asked for MCC member's engagement in briefing their directors and agencies on the proposal. She will work with MCC members to get these briefings scheduled.

Third Quarter Performance and Financial Reports

Written performance and financial reports were distributed in the meeting packets. Lynda provided an opportunity for MCC members to ask questions on the reports.

Seattle Public Utilities (SPU) overpayment of LHWMP fees: Liz reviewed SPU's request for LHWMP to reimburse them for overpayment of LHW fees in 2015 and 2016. LHWMP's auditing of 2015 rate structure change identified overpayment of LHW commercial fees by the City of Seattle. SPU staff and managers have worked with LHWMP to confirm the amount, \$787,903, and develop a plan for reimbursement. SPU and LHWMP have also developed policies and procedures to avoid future overpayments.

The proposal is that SPU be reimbursed in two payments: 1) \$361,312 by December 31, 2017; this covers a 2015 overpayment of \$346,934 and a residential overpayment of \$14,378; and 2) \$426,591 by March 31, 2018, which covers the 2016 overpayment. SPU will provide LHWMP with the audit report to inform LHWMP of new policies and procedures implemented at SPU to prevent future overpayments.

DECISION:

- MCC members voted to accept the terms as negotiated, with Susan Fife-Ferris (SPU representative) abstaining from the vote.

MCC Chair and Vice Chair – 2018

DECISION:

- MCC members nominated candidates for 2018 Chair and Vice Chair. Members unanimously voted Darrell Rodgers as Chair and Councilmember Hank Myers to continue as Vice Chair for 2018.

Director's Report

Lynda distributed her written monthly report and highlighted several items. She also reviewed the look-ahead schedule for upcoming MCC meetings.

MCC agreed to cancel their December meeting due to a light agenda and anticipated scheduling conflicts.

MCC ended the meeting with a celebration of Maureen Weisser and her pending retirement. MCC members and staff offered their thanks and recognition of Maureen's years of service to LHWMP and to the MCC.

Next Meeting: January 16, 2018, 10 a.m.-noon, King Street Center, 6th Floor, King/Chinook Conference Rooms