

**Local Hazardous Waste Management Program
Final Approved Management Coordination Committee Meeting Minutes
April 21, 2015**

Attendees:

MCC:

Mayor David Baker, SCA, Chair
Stella Chao, Vice-Chair
Jeff Gaisford, KCSWD
Joan Lee, KCWRD

Program Partners:

Dave Galvin, KCWLRD
Lauren Cole, KCSWD
Charles Wu, PHSKC
Doreen Booth, SCA
Mendy Droke, KCSWD
Vicky Beaumont, SPU

Program Staff:

Lynda Ransley, LHWMP
Ryan Kellogg, LHWMP
Madelaine Yun, LHWMP
Liz Tennant, LHWMP
Maureen Weisser, LHWMP

GENERAL BUSINESS

MCC Minutes: April 21 2015

- MCC reviewed and approved the April 21, 2015 minutes without change.

Announcements and Public Comments: None.

DISCUSSION ITEMS

2014 Annual Report

Ryan presented the Program's 2014 Annual Report, and provided members with program highlights. Ryan also discussed a 2-page summary that is being developed for larger distribution.

DISCUSSION

- Joan asked if the increase of the South facility included an increase in diversity of people using the facility. Ryan will get back to the members with that information.
- Jeff asked about the reported 900,000 King County residents reached through Facebook. Ryan will follow-up with the Communications team to clarify what the figure means, likely the number of Facebook users in King County rather than the number reached.
- MCC members expect to use the summary version of the report to share with their Directors, elected officials and members of the Sound Cities Association. Stella suggested that it be distributed to the Board of Health as well, through Maria Wood and/or Patty Hayes.

LHWMP Rate Adjustment – Financial Assumptions and Options

Lynda and Liz discussed variables that affect the Program’s revenues and expenses, particularly CPG funding and under-expenditures relative to the approved budget, and reviewed Fund Balance projections. Four financial scenarios were presented and discussed related to the scale and potential timing of a rate increase. Liz described levels of risk associated with each scenario and pointed out that, while the most optimistic scenario (Option 4) requires the smallest fee increase(s), it does not represent sound budgeting.

DISCUSSION

- Joan asked if the rate increase could be implemented using a phased approach. Lynda said yes, though we would want to confirm that multiple (or annual) adjustments were not overly cumbersome for our billing entities.
- Mayor Baker said we should anticipate resistance if the Program has a healthy Fund Balance at the time we propose a rate increase – which would be the case if we go early – and asked about smaller, regular increases. Stella commented that Environmental Health has sought more frequent, smaller adjustments to its fees. She described the Board of Health’s recent approval of regular annual adjustments, which was requested at CPI + 1.8%, but eventually approved at CPI + 1% with a cap, and an annual reporting/requesting process.
- Lynda commented that historically, the Program has used Fund Balance to balance revenue needs during a rate period – accruing it in early years and spending it down in the later years, and not seeking a rate increase until the Fund Balance is projected to reach the minimum reserve. She then outlined options, including proposing an increase sooner, and being prepared to answer questions about the Program’s Fund Balance, or going later with minimal Fund Balance but a larger increase. Either approach could be phased, but would include “catch up” from 2012.
- Stella suggested we consult with Board of Health staff and potentially arrange a meeting with Chair McDermott to discuss possible alternatives. She also suggested that she and Lynda update Jeff Dugan, the Public Health Officer.
- Jeff reminded members that other rate adjustments, such as solid waste, will also be occurring next year; Joan added that surface water entities may also be seeking adjustments. Mayor Baker suggested that it may be advantageous for LHWMP to be first.
- For near-term modelling purposes, Lynda asked MCC which scenario they preferred. There was consensus to use Scenario 3, which assumes a combined savings of \$1M/year from grant revenues and/or underspending.

UPDATES

Policy: 2015 State Legislative Session

- Mendy thanked members for their support of paint legislation. It was a much better session this year for paint, which passed out of the House with 9 Republican votes. Steve Dearborn from Miller Paint is on board and would like to set up a processing facility in Washington State. Rep Peterson, the bill’s sponsor, will stay on top of it.
- Toxics reduction package: passed out of the House but not the Senate. The Governor’s staff is working with Senator Erickson.

- E-Cycle expansion: Ecology has had stakeholder process. Microsoft and Nintendo have vigorous recycling programs, but only for Western Washington.
- CPG funding: We are hearing from cities who are worried about funding. Funding cuts are proposed - \$15 million vs. \$29 million in the last biennium. Many cities have contacted their legislators to express concern. CPG funds are tied to oil revenues which are down. Staff from Ecology will give a presentation about CPG funding to the June meeting of the NWPSC Steering Committee. Mendy suggested MCC may want to prepare a letter related to the proposed cuts.
- Lauren mentioned the possibility of exploring local solutions in the future.

Secure Medicine Return Implementation

Dave provided an update on the implementation of the Secure Medicine Return regulations. The Program received two draft stewardship plans, which are currently in review; decisions on each plan will be made by May 13th. He will have more to report at the May meeting.

DISCUSSION

- Stella asked about operational oversight and if we can ask for adjustments, for example, in frequency of pick-ups. Dave responded yes, that oversight was expected, including such details as timing of pick-ups. Pharmacies also need to have input in order to be comfortable to serve as collection sites.
- On the legal side, PhRMA and other trade associations filed a petition to the U.S. Supreme Court to review the 9th Circuit decision on Alameda County's regulations. The Supreme Court has asked Alameda and US Chamber of Commerce and trade organization for briefs. The Supreme Court received the Alameda brief and will schedule a conference to decide whether to accept the petition for their 2015 docket or not. A decision is expected in late May or early June.
- Alameda has approved a stewardship plan which is now beginning implementation. We are in regular contact with our Alameda colleagues. San Francisco recently approved the third local ordinance in the U.S.; San Mateo is considering an ordinance; and Marin is starting to consider one.

Director's Report and Upcoming MCC Meetings

- EnviroStars: A request for LHWMP participation in the Regional Green Business Program is anticipated soon, and will go to Core Team. Lynda asked if MCC was comfortable with Core Team and the Director's Office making the decision for LHWMP participation in the start-up phase of the regional program. Joan asked if the financial commitment would be greater than our current spending, and if there were risks. Lynda replied that the commitment would be a portion of an FTE and funding, less than our current spending – which would represent about 10% of others' commitments to the regional program. Core Team will be reviewing the business plan for the regional program before making a decision. Members were comfortable with Core Team moving ahead. Joan asked about the accountability structure. Lynda said that information will be detailed in the business plan, which we hope will be robust enough to answer our questions. Staff will circulate materials to MCC in May, along with Core Team's decision.

- Voluntary audit: Lynda described plans for a voluntary audit to assess the Program's alignment with best practices and suggest any areas for improvement. The audit is expected to begin in June and be completed by August. Joan commented that it is a great idea.
- Workforce development: A supervisors group is being chartered to increase coordination across the Program, implement changes associated within lines of business, and support new supervisors. Core Team is looking at staffing needs within the lines of business and is also discussing improvements to the Program's recruitment and hiring practices.
- May meeting: Members agreed to reschedule to Monday 5/18th 1:00-2:30, to address a scheduling conflict.
- Charles updated members regarding an annual NAHMMA conference, which will be at the SeaTac Double Tree, June 1-4. There will be opportunities for MCC members (and/or other agency representatives) to provide remarks. Let Charles know if you are interested.

Next Meeting: May 18th, 1:15 p.m. to 2:30 p.m., 6th Floor King/Chinook Conference Rooms, King Street Center, Seattle, WA.