

**Local Hazardous Waste Management Program  
Management Coordination Committee Meeting  
Tuesday, December 20, 2016  
10:00 a.m. – 12:00 p.m.  
King Street Center, Chinook Conference Room, 6<sup>th</sup> Floor**

<b>Introductions</b>	- All
<b>General Business</b>	- All (5 min.)
1. <b>September Meeting Minutes</b>	
2. <b>Announcements and Public Comments</b>	
<b>Discussion Items</b>	
3. <b>Program Overview: Collection Services</b> <i>Hear about LHWMP's Collection Services, provided through King County and the City of Seattle.</i>	- Julie Mitchell (30 min.)
4. <b>Election of 2017 Chair and Vice Chair</b>	- Joan (10 min.)
5. <b>LHWMP Internal "Management" Team Role(s)</b> <i>MCC to provide guidance for the Program Director for chartering LHWMP's internal management team (name to be determined).</i>	- Joan (10 min.)
6. <b>LHWMP Hiring and Staff Management</b> <i>MCC to discuss ideas and support for a more "One LHWMP" approach to managing Program staff, and accelerating current hiring processes.</i>	- Joan (10 min.)
7. <b>2017 Service Agreements – Input on Potential Changes</b> <i>MCC to provide input for updating LHWMP's annual service agreements. Staff will bring draft revisions for MCC review in January.</i>	- Lynda (10 min.)
<b>Updates</b>	
8. <b>Policy Update</b>	- Policy Team (15 min.)
9. <b>Secure Medicine Return Implementation</b>	- Taylor (15 min.)
10. <b>Director's Report and Upcoming MCC Meetings</b> <i>Report on current activities, and a look-ahead to upcoming MCC meetings.</i>	- Lynda (10 min.)

**Decision Items:**

- September Meeting Minutes (Item 1)
- 2017 MCC Chair and Vice-Chair (Item 4)

**Read-Ahead Material:**

- September Meeting Minutes (Item 1)
- December Director's Report (Item 9)

**Next Meeting:** January 17, 2017, 10:00 a.m. to 12:00 p.m., 6<sup>th</sup> Floor King/Chinook Conference Rooms, King Street Center, Seattle, WA