

**Local Hazardous Waste Management Program
Management Coordination Committee Meeting
Tuesday, January 17, 2017
10:00 a.m. – 12:00 p.m.
King Street Center, Chinook Conference Room, 6th Floor**

- Introductions** - All
- General Business** - All (5 min.)
1. **December Meeting Minutes**
 2. **Announcements and Public Comments**
- Discussion Items**
3. **LHWMP 2017 Work Plan and Spending Plan** - Ryan, Liz, Madelaine (30 min.)
Review and approve LHWMP's 2017 Work Plan and Spending Plan.
 4. **2017-18 Service Agreement Template** - Lynda and Liz (10 min.)
Review and approve a revised template for LHWMP's service agreements with partner agencies.
 5. **Operations Team – Charter** - Lynda and Jeff (15 min.)
Confirm MCC guidance and key elements of a draft Charter for LHWMP's Operations team.
- Updates**
6. **Policy Update** - Policy Team (10 min.)
 7. **Secure Medicine Return Implementation** - Taylor (20 min.)
 8. **Director's Report, Success Story and Upcoming MCC Meetings** - Lynda (15 min.)
Report on current activities, and a look-ahead to upcoming MCC meetings, including a potential schedule revision for 2017.
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Decision Items:

- December Meeting Minutes (Item 1)
- LHWMP 2017 Work Plan and Spending Plan (Item 3a and 3b)
- 2017-18 Service Agreement Template (Item 4)
- Operations Team Charter - Direction (Item 5)

Read-Ahead Material:

- December Meeting Minutes (Item 1)
- LHWMP 2017 Work Plan and Spending Plan (Item 3a and 3b)
- 2017-18 Service Agreement Template (Item 4)
- Operations Team – Charter Input (Item 5)
- January Director's Report and Upcoming MCC Meeting Calendar (Item 8a and 8b)

Next Meeting: February 21, 2017, 10:00 a.m. to 12:00 p.m., 6th Floor King/Chinook Conference Rooms, King Street Center, Seattle, WA.