

LHWMP Internal “Management” Team Role(s)

Joan led a discussion on becoming a more effective matrixed “One-LHWMP” organization, and a desire to clarify decision-making roles in light of the Program’s evolution over the past few years. MCC asked Lynda to rename and develop a Charter for LHWMP’s internal management team (formerly Core Team), reflecting how the team can best function to support the Program Director and support member collaboration in their respective implementation responsibilities. Jeff will serve as a point of contact for MCC guidance as Lynda develops a draft Charter for the January meeting.

Lynda mentioned that she also intends to synthesize various LHWMP guidance documents (such as fiscal policies, partnership principles, MCC and Program Director roles, program-wide staff policies, etc.) in early 2017 so that they are more easily accessed and can provide a more comprehensive reference for Program operations.

LWHMP Hiring and Staff Management

Joan led a discussion regarding MCC’s recent participation in a change management course through SPU, and thanked SPU for making the course available. Other LHWMP managers attended a similar course earlier in the year. MCC members have agreed to work more closely with LHWMP managers to support a more unified approach to human resource management within the Program, under a “One LHMWP” model.

Lynda reviewed the list of human resource activities that MCC members have agreed to engage on, including support for current hiring, navigating labor agreements, more consistent performance evaluation, supervisor training, onboarding new staff, and internal communications. Joan asked for an update at the January meeting. Lauren mentioned that LHWMP managers have also developed guidance for equity hiring practices, and are working with their agency HR teams to implement these in LHWMP hiring processes.

2017 Service Agreements – Input on Potential Changes

Lynda led a discussion on LHWMP’s Service Agreements, including their purpose and the need to update them to reflect current program operations, policies, and expectations. A revised template for 2017 will be brought to MCC in January. Lynda asked if there were any specific changes MCC would like to see.

DISCUSSION

- Members discussed the opportunity to shift to a 2-year agreement, to coincide with the budget cycle.
- Susan asked about the difference between Seattle’s Service Agreement and Contract with the Program. Lynda explained that the contract was necessary for the Program to transfer funds to the City, and she would be happy to discuss the documents with Susan outside the meeting.
- Jeff asked that the agreements be streamlined to eliminate things that do not apply. He also suggested that we include a graphic of LHWMP’s structure, to accompany the narrative description.
- Joan suggested that we continue the annual or biennial Service Agreements, but could consider also developing a longer-term (e.g., 10 year) operating agreement with the partner agencies, with annual or biennial updates.

UPDATES

Policy Update

Lauren provided an overview of 2017 state legislative session, including the paint stewardship and the statewide secure medicine return bill. LHWMP is working with agency partners here and in other communities to make sure a state bill would not preempt the King County SMR program and its requirements.

DISCUSSION

- Jeff asked if other counties are working with their legislators regarding potential preemption. Lauren responded that everyone is very interested and being vigilant on the statewide bill, and that Representative Peterson was open to our concerns and comments. The King County Executive’s office is aware of this issue and is being very protective of our program.

- Susan inquired about why the paint bill lost support. Lauren responded that LHWMP is working with our lobbyist to put pressure on the lobbyist for the American Coatings Association to work on the bill.

Ashley provided an update on the synthetic turf policy project. The Policy Team is following the national discussion about whether crumb rubber infill used in synthetic turf is harmful to human health and the environment. The team is tracking the progress of several ongoing studies (i.e., a Federal study, a California Study, and a Washington State Department of Health study), which focus on that question. The team is also working within the King County Department of Natural Resources and Parks (DNRP) to gather more information and data, and explore how this issue may apply locally.

DISCUSSION

- Susan suggested developing an inventory of fields in school districts and park systems, to determine the magnitude of the potential problem.
- Ashley mentioned the national studies and how this might apply to King County’s fields. She also discussed Seattle’s installation of cork infill, which will be monitored for performance, and DNRP Parks Division’s interest in learning more about thermoplastic elastomer (“TPE”).
- Joan would like to know more about communication plans related to this particular policy topic.

Secure Medicine Return Implementation

Lynda provided an update on behalf of Taylor. The operational launch date for King County’s program is scheduled for January 17. Taylor will be providing additional information to MCC members in the interim, and is working with partners on media activities. The Stewardship Program operator currently has 87 collection boxes, – some already installed, and others in-process – and have been very responsive as boxes fill up. Mail-in options are available for areas without collection sites. When launched, our program will be the most robust program in the country. Taylor will be providing a range of leadership briefings over the next month.

Director’s Report and MCC Look-Ahead Calendar

Lynda provided a written report and highlighted items of note, including the development of Project Management Plans 2017, which will be more robust than past years’ annual work plans. These will be rolled up into the high level Program work plan MCC will see in January. LHWMP’s budget was approved by King County Council in November, and is currently being translated into LHWMP’s 2017 spending plan, which will be provided to MCC in January, in conjunction with the annual work plan. Work continues within LHWMP to support recent changes, and includes improving consistency and practices related to HR activities – with MCC’s support. The Program also maintains a rolling staffing needs assessment process to assess vacancies for current business needs. Lynda also provided a look-ahead to upcoming MCC meetings.

The December “Success Story” was a thank you from Lynda to the MCC for all of their efforts this year, and appreciation for their engagement and support during a challenging and important year for the Program.

DISCUSSION

- Susan said that a hire is expected very soon for the SPU Strategic Advisor vacancy.
- Joan expressed her thanks to Lynda for the Program’s strategic advancements, improvements to organization and order, commitment to ESJ, and her focus on lines of business and project delivery.
- Hank added that he has been impressed by how Lynda has engaged MCC on issues as they emerge. He added that the MCC is a supportive, collegial, congenial group who Lynda can rely on for assistance.
- Jeff reflected on MCC being part of the “change coalition” and that we are all employees. He appreciated the inclusion of MCC members in being part of the change.

Next Meeting: January 17, 10:00 - 12:00, 6th Floor King/Chinook Conference Rooms, King Street Center, Seattle