

**The Local Hazardous Waste Management Program in King County
Management Coordination Committee
Meeting Minutes
Tuesday April 21, 2009**

Attendees:

MCC

Jeff Gaisford, KSWD – Chair
Tim Croll, SPU
Ron Hansen, SCA, City of Shoreline
Mark Isaacson, WLRD

Program Administration

Jay Watson
Michelle Pederson

Program Partner Staff

David Galvin, WLRD
Margaret Shield, WLRD
Cheri Grasso, WLRD
Lauren Cole, KSWD
Julie Vorhes, SPU
Trudy Rolla, PH
Paul Shallow, PH
Madelaine Yun, PH
Ryan Kellogg, PH
Julie Mitchell, WLRD
Henry Draper, WLRD
Rika Cecil, City of Shoreline

Introductions:

- Introductions were made around the table.

Review of February and March 2009 Meeting Minutes:

- The review of the February and March minutes was deferred until the May meeting to give more time for MCC members to review them prior to approval.

Presentation Items:

- None

Discussion Items:

- **Communications & Coordination** – None
- **Update on Plan Update**
 - The first Plan Update workshop was held on Tuesday, April 7th. Over 45 people attended, including staff, and there was a variety of interests represented. The other two workshops that were tentatively planned will not be held because of a lack of demand, and because of the high quality of input we received at the first workshop.
 - Jay will review the comments and questions from the workshop and post a summary of them on the Plan Update web page. We will then e-mail the people that attended the workshop and let them know the information is available for their review. We will also

notify our large broadcast e-mail list of the posting also, so anyone else can comment on the draft Plan Update scope and the workshop comments.

- Jay will be working with Michael Davis and Mary Rabourn to plan additional outreach to the public and target some of our service communities.
- Jay anticipates that comments will be taken on the draft scope into June, with MCC making a decision on the final scope at the end of that period. The Plan Update will be drafted with a target completion date in September of 2009. The review draft will be posted on our Plan Update web page and all stakeholders will be notified that the draft plan is available for comment. During this review period formal comments will be taken by phone (on a comment message line) and in writing (by e-mail and mail). The Plan Update will be revised and then it will move through the MCC, the Board of Health and then on to Ecology for review and approvals. We are aiming for submittal to Ecology towards the end of the first quarter of 2010.
- **Board of Health:**
 - Jay attended Board of Health on Thursday, April 16th with MCC members Jeff Gaisford and Barbara Wright. Some Core Team members and Margaret Shield also attended. Jeff gave an overview of the Program and Jay went over our Plan Update process and said that we would be bringing a Rate Proposal to them later in 2009. The presentation was well received and Board of Health members that were present were engaged. Several members were particularly interested in the medicine return work and the problems with accepting controlled substances. They wanted more information on how they could help with advancing that work at a policy level.
- **2010 Budget:**
 - Several handouts were distributed at the meeting. They centered around the financial projection through 2011, and the 2010 agency budgets. Core Team had worked out a set of 2010 agency budgets that achieved a projected \$1.5M fund balance at the end of 2011. (Those budgets, and the associated financial projection, are what were distributed at the meeting.) Just after Core Team's agreement, King County Wastewater Treatment Division presented downwardly revised revenue projections, which resulted in a projected 2011 ending fund balance of \$1.3M. Jay proposed that he work with Core Team to revise those agency budgets, and the 2009 and 2011 expenditure levels in the financial projection, to get us back to a \$1.5M ending fund balance in 2011.
 - MCC members expressed concern that \$1.5M is not really a two month operating reserve as is stated in the Program's Fiscal Policies. Jay stated that it is actually close and that he believed it was enough to work with, in combination with a willingness of the Program Partners to consider delaying billing in January of 2012 to help with potential cash-flow issues at that time.
 - Jay requested MCC approval of the 2010 budget package that would adjust the agencies' 2010 budgets downward, along with 2009 and 2011 expenditures to attain a \$1.5M 2011 ending fund balance target amount.

- **MCC approved a budget package, to be worked out with Core Team, to achieve a minimum of a \$1.5M ending fund balance in 2011** with the understanding that the Program would continue its current services as well as make some proposed collection service increases beginning in 2009.
- Jay and Core Team recommended delaying the fee increase until 2012 because of the current economic situation and because of our ability to operate through 2011 with the existing revenue stream. **MCC also approved a delay in seeking a fee increase until 2012**, with the understanding that the Program would be able to continue its current services as well as make some proposed collection service increases beginning in 2009, and still end 2011 with a positive fund balance near our 2-month operating reserve.
- **Proposed Collection Service Enhancements:**
 - In conjunction with the discussion of the 2010 budget package, there was discussion of several proposed collection service enhancements. Those included:
 - Continuation of the SQG collection pilot program without a fee;
 - Starting collection at the Auburn Supermall at two times per month, with a target start date in July of 2009, to address inequities in collection service in the South part of the County;
 - Removing Wastemobile events from Issaquah and Tukwila starting in 2009, and Shoreline starting in 2010; and then starting them in Bothell, Kenmore and Woodinville, to address collection inequities in the NE part of the County;
 - Beginning scoping for needed services for the homebound, apartment dwellers, and the immigrant/ESL communities in 2010 with some service implementation in 2011.
 - **MCC approved these collection service enhancements within the constraints of the budget package agreed to above.**
- **Legislative Update:**
 - Jay recognized Margaret Shield and Cheri Grasso for their efforts in the past legislative session.
 - Margaret provided a handout synopsis of the bills that they worked on during the past session, which included: the Secure Medicine Return bill, the Recycling Act for Mercury-Containing Lighting, the Bisphenol A ban bill, the Lead Wheel Weight ban bill and a bill Related to Promotion of Integrated Pest Management.
 - Margaret also discussed a Federal bill (HR 1191) which would provide alternatives to the restrictions on medicine return program's taking controlled substances. She asked MCC to support Representative Inslee's efforts to pass that bill. MCC agreed to review the information and offer a position as soon as possible - Jay will contact MCC members individually on this issue.

- **Program Administrator's Update:**
 - Jeff asked Jay for a list of staff that helped work on the Plan Update Workshop and video.
 - Jeff also thanked staff that helped make the stakeholders workshop a success.
- **Next Meeting:**
 - The next MCC meeting will be held on **May 19, 2009 in the Large Conference room, 8th floor, King Street Center.**

Barbara Wright was absent from this MCC meeting. In preparation for her absence, Jay had conferred with her prior to the meeting about the proposal for the 2010 budget, and other expenditure reductions in 2009 and 2011, to meet the \$1.5M ending fund balance target and, concomitantly, delaying the fee increase request from the Board of Health until 2012, and she had concurred.