

Tri-County Hazardous Waste & Recycling Program
Steering Committee Meeting Minutes
Wednesday, June 4, 2014
Mid-Columbia Fire & Rescue
1400 West 8th St., The Dalles, OR

Committee Members Present

Commissioner Steve Kramer (Chair, Wasco County), Tracie Hornung (Mosier), Sandy Macnab (Sherman County), Mike Matthews (Hood River County EH), Karen Skiles (City of The Dalles), Mike Miles (Maupin)

Non-Voting Members Present

John Zalaznik (NCPHD EH Supervisor)

Staff Members Present

David Skakel (NCPHD/Tri-County HWR), Kathi Hall (NCPHD Business Manager), and Gloria Perry (NCPHD Admin Assistant).

Guests

Shari Harris-Dunning of the Bend DEQ office. She is taking over for Larry Brown.

Minutes Taken By: Gloria Perry

At 8:30 a.m. Chair Steve Kramer, Wasco County Commissioner called the Tri-County Hazardous Waste & Recycling Program Steering Committee meeting to order.

Summary of Actions Taken

Motion by Sandy Macnab, second by Tracie Hornung to accept the financial statements as presented.

Vote: 6-0
Yes: Commissioner Steve Kramer, Tracie Hornung, Sandy Macnab, Mike Matthews, Karen Skiles, Mike Miles
No: 0
Abstain: 0
Motion Carried

Motion by Karen Skiles, second Sandy Macnab to accept the minutes as corrected from the March 12, 2014 steering committee as corrected.

Vote: 6-0
Yes: Commissioner Steve Kramer, Tracie Hornung, Sandy Macnab, Mike Matthews, Karen Skiles, Mike Miles
No: 0
Abstain: 0
Motion Carried

Welcome and Introductions

- Steve Kramer welcomed everyone and introductions were made around the room.

Schedule Future Meetings

- The next regularly scheduled steering committee meeting will be on Wednesday, September 10th from 8:30 a.m. to 11:30 a.m. (Location to be determined)
- Future quarterly meetings are scheduled for December 10, 2014 and March 11, 2015.

Fiscal Report

- Kathi Hall gave an update on YTD revenue.
 - ✓ No interest earned January through April because the surcharge is still going to Wasco County.
 - ✓ YTD revenue from Sherman County shows \$3,600; however they did make a payment in May so they are at their full \$7,200 for the year.
 - ✓ Total year-to-date revenue through April is \$165,024.72
 - ✓ David Skakel stated that the selling of compost bins seems to be staying on average; however the majority of compost bin sells are in Hood River. Very few are sold in The Dalles. He is not sure if this is a marketing or pricing issue.
 - ✓ The amount in Miscellaneous Receipts is funds received from a DEQ fine.
- Kathi Hall gave an update on YTD expenditures.
 - ✓ David stated that although the YTD expenditure is low for line item *Meals Lodging & Registration*, June is typically a busy month for conferences. He estimates this amount will increase to around \$2,000.
- Estimated End of Year balance for the program is roughly \$56,000 (revenue less expenditures).
 - ✓ Monthly expenditures are between \$16,000 and \$24,000 (depends on if there is an event). With the current revenue balance, expenditures through August should be covered.
 - ✓ Kathi asked the steering committee for a recommendation if they would like NCPHD to go to Wasco County to ask for the surcharge fees to be able to operate.
 - ✓ State Kramer asked if these numbers reflected the \$40,000 that Monica Morris requested last Friday, May 30th to be sent over as a budget adjustment from the Solid Waste Specialist line item.
 - ✓ Kathi Hall stated she was not notified of this transfer. This request did not come from NCPHD so it must have been from Wasco County's Finance Department.
 - ✓ John Zalaznik stated to clarify this money was not to NCPHD but to the HHW program specifically.
 - ✓ Steve Kramer stated it was transferring \$40,000 from the Personal Service category to Materials & Services category within the HHW fund.
 - ✓ Kathi Hall stated that is a budget adjustment. This means they were over spent in Materials & Services so the budget adjustment moves that \$40,000. Monica is saying you've over spent in the HHW program. In order for you to spend money in Materials & Services they had to move the money from Personal Services into the Materials & Services. That's all revenue; it's not expenses so we will still have to go to Wasco County for the revenue.
 - ✓ David stated he believes this has to do with Contracted Services.

- ✓ Karen Skiles asked if Kathi's report shows that being over spent. Kathi Hall stated Materials & Services is only at 68% so she is not sure why that \$40,000 would have to be transferred. She will ask Monica Morris what this is for.
- ✓ Steve Kramer stated this is an adjustment to properly allow for the payment of the funds to the newly separated entity.
- ✓ Kathi stated but those are expenditures. She will ask Monica what that transaction was for because those are expenses. Monica is seeing it as an expense; when she pays the HHW fund she's seeing it as an expense but we're seeing it as revenue.

Approve Minutes from 3/12/2014 Quarterly Meeting

- Minutes approved with the following correction:
 - ✓ Page 3, 5th check mark under Concerns Voiced remove and now the district is doing that from the last sentence.

Lead Agency

- Commissioner Steve Kramer stated there are a few developments going on with the separation of the North Central Public Health District (NCPHD). Miss Morris and Commissioner Smith met a couple of weeks ago and had a good discussion and worked out a whole lot of issues regarding moving forward. Last Thursday, the Wasco County Budget Committee approved an extra \$30,000 to NCPHD. Starting on June 10th at NCPHD's board of health meeting we will be putting together a sub-committee to develop a work plan to get this separation between Wasco County and NCPHD taken care of in a positive manner. With that said, Steve asked the steering committee to allow him six more months to put the separation of the hazardous waste program into that work plan to move forward and to minimize any "pain" to NCPHD'S budget. Commissioner Kramer spoke to Commissioner Smith from Sherman County and Judge Shaffer from Gilliam County and they are both in agreement to this.
- In recognizing the complexity of the issue, it was the consensus of the steering committee to allow the additional six months as requested by Commissioner Kramer.

Goals & Policy Sub-Committee

- At the last steering committee meeting it was agreed that we would re-assert the goals & policy sub-committee with two focuses:
 - Mel's Sanitary Service
 - ✓ David stated there is history of the original decision for the subsidy of hauling recyclables from South County; however he was not part of the initial decision making and does not have a clear understanding of the full history and why this subsidy is continuing.
 - ✓ This subsidy needs to be revisited.
 - ✓ David will seek any archived files or correspondence regarding Mel's that may shed light.
 - Strategic Plan Update
 - ✓ We have found it useful to reflect each year before the start of the next fiscal year to come up with a strategic plan update looking at where we are, what resources we have, what are the important issues of the day. This is really

the steering committee giving guidance to staff on where they'd like resources and time spent in the next fiscal year.

- ✓ Due to busy schedules, we did not re-engage this sub-committee despite a call to do so at the last Steering Committee meeting in March. David asked if the steering committee wanted to review his draft of "focus areas to work on" today and consider approving or prioritizing the items, or push it to the sub-committee to review it and make their recommendations at the September meeting.
- ✓ These items are within David's normal job duties, however most of the items on the list would require additional staffing to accomplish.
- ✓ The acronym CBSM is Community Based Social Marketing.
- ✓ David stated his top three priorities on this list would be 1) Expand outreach/education to Spanish-speaking populations, 2) Unwanted Medicines: Support increased convenient disposal options (Hood River County, Sherman County), and 3) Pursue alternate revenue sources for disposal cost of collected Ag and HHW chemicals.
- ✓ It was the consensus of the steering committee to have the Goals & Policy Sub-Committee meet and review David's list before the next Steering Committee meeting. Steering Committee members are Commissioner Steve Kramer, Sandy Macnab and Bruce Lumper.

Miscellaneous

- PaintCare Update
 - ✓ Oregon's first-in-the-nation pilot program instituted a model, industry-supported paint stewardship program that ensures environmentally responsible end-of-life management for leftover architectural paint. PaintCare implemented the pilot paint stewardship program in Oregon in July 2010. The program was made permanent by legislation in 2013.
 - ✓ This addition of the PaintCare program has been very seamless for us, because PaintCare and our own program share the same collector/transporter (PSC). We have a dozen or so hazardous waste events throughout the three county areas and our hazardous waste collector carries these PaintCare totes with them and what goes in those totes does not go on our invoice. We have seen considerable cost avoidance. Also, before PaintCare came into play, we did not collect latex.
 - ✓ There are some contracting issues that have come up regarding who is paying for the transportation costs for PaintCare program paint. David is pursuing clarification on this issue.
 - ✓ Crook County and possibly Deschutes County are pulling out of the hazardous waste PaintCare program. Since PaintCare started, some local government hazardous waste collection programs in rural areas have experienced higher volumes of both paint and all hazardous waste. They are not being compensated for their own collection costs for the PaintCare paintportion; only on transportation and disposal. For some counties they are saying that their costs are going down on disposal but their costs are going up for collection.
 - ✓ The three years after PaintCare our Tri-County Program collected approximately 100% more of everything. When you subtract the latex we were collecting over 50% more of what we had previously been collecting. That's hazardous waste

inclusive of oil-base paint. If you take all the paint out of the picture- as a result of PaintCare, those three years later we are collecting over 25% higher volume of all other hazardous waste. David suggested this begs the question: Does paint attract hazardous waste to our events?

- ✓ We have a contract in place that expires in June with the initial group that started PaintCare in Oregon (Product Care). Product Care will terminate their involvement in Oregon PaintCare at the end of June 2014.
 - ✓ There have been a lot of conversations thanks to AOC and CIS in trying to help PaintCare understand our needs here in Oregon in terms of the insurance requirements and a whole host of issues we have been trying to work out.
 - ✓ Comments by AOC (Association of Oregon Counties) to DEQ regarding PaintCare Six Month Report handed out.
 - ✓ PaintCare has offered local governments (including ours) an alternative to directly contracting with them for the PaintCare program. PaintCare would instead contract directly with PSC for the post-collection transportation and processing that occurs at our sites/events. We would just need to sign an authorization form they provided. David is looking into this option. We need to get something in place by August 16th , or we will begin to lapse in our PaintCare savings at HHW events.
- Maintenance Fee
 - ✓ We pay Waste Connections \$250.00 a month at both facilities (Hood River & The Dalles). A portion of this cost is for required DEQ weekly inspections. However, during the last six months, Waste Connections has acknowledged that they do not have anybody qualified to do the required DEQ inspections.
 - ✓ For the time being, David is performing the weekly inspections and the program is invoicing Waste Connections for David's time spent doing the inspections. However, the reimbursement rate is not for the full maintenance fee; we are only recouping the cost to the program.
 - ✓ Waste Connections has made a commitment to have someone on board and trained at both locations by the start of the fiscal year (July 1st).
 - ✓ It was asked if we could rewrite the operating plan to do weekly inspections every other week. David wasn't sure if this is something that DEQ sees as a set rule but currently it is part of our operating plan so it would have to be re-negotiated and approved to change it.
 - ✓ Although it is a burden for David to be doing the inspections, he stated it is worthwhile to be back in the buildings.
 - Staffing
 - ✓ David's recommendation to the steering committee is to hold off hiring the budgeted .6 FTE solid waste specialist until the lead agency issue is figured out because the structure of these two agencies (NCPHD & Wasco County) are different enough that the skills set of that person would be different.
 - ✓ Commissioner Kramer stated that Judge Shaffer and Commissioner Smith are also in agreement with this.
 - SEP funds (Supplemental Environmental Program)

- ✓ DEQ has a supplemental environmental program which allows for, when an entity is fined by DEQ, they may have a choice to pay a portion of their fine to an approved SEP project. The last several years our program has submitted and been approved as a SEP project, specifically for the costs of collecting agricultural pesticides which we do in May (in Moro) and November (in Hood River & The Dalles). If something happens in our “backyard” David will communicate with that local company and let them know what we do and what their options are.
- ✓ It was asked if these funds could go into our general fund or is it project specific? David stated he supposed you could write your project as just your general program, although they may or may not approve that. Whereas our annual agriculture pesticide disposal costs have been a good ten to fifteen thousand dollars a year which exceeds the average amount for DEQ fines in our area.
- DEQ’s Materials Management Workgroup
 - ✓ The AOC has a solid waste sub-committee in which David has been a participant for the past couple of years and as part of that they focus on product stewardship improvement.
 - ✓ David shared what some of the activities are that this work group is working on as well as the purpose of the work group focusing on DEQ’s budget and FTE staffing projections. (Reference handout *Materials Management 2019-2021: Program Overview*).
 - ✓ Shari Harris-Dunning stated in regards to the materials management piece there are some folks at DEQ headquarters who are looking at the state-wide recovery goal. A letter will be going out shortly to all the waste sheds that will be talking a little bit about the fact that DEQ is likely going to be introducing some draft legislation late in the fall with the possibility of looking at revising the statewide recovery goal for each waste shed (waste shed = each county in DEQ lingo). DEQ will host a conference call on July 10th with local governments, with an opportunity afterwards to meet and talk about this.
 - ✓ David stated he doesn’t speak for the whole group but he isn’t dramatically concerned about what the requirements are going to be on the local waste shed because in the past it was fairly unscientific. There has been real scrutiny by this broad stakeholder group in these meetings about whether to go at requirements and what types of requirements i.e. waste specific requirements or more voluntary goals and resources and support and obviously that’s what we’re hoping for.
- Miscellaneous Questions
 - ✓ Sandy Macnab asked if David had numbers for the last couple of collections.
 - Hood River and The Dalles have been consistently busy. Events have anywhere between 130 and 160 cars.
 - Volume-wise, David still does not have the results from the Moro event but it was pretty busy. We did not do a drug take-back this time.
 - ✓ Sandy Macnab asked in regards to Dirt Hugger moving, would there be an impact in any way to the program or will they continue to pick up the food waste as they have been.

- The garbage company has had some apprehension about long-term contracts with Dirt Hugger, because Dirt Hugger has not had a long-term lease; they have been month-to-month at the Port of The Dalles. With their move to Dallesport, he thinks they'll acquire a long-term lease which would open the way for enhanced services by Waste Connections in our own service area.
- Due to the way the franchise agreements work, if the City of Hood River or The Dalles require and put into the rates a requirement for food waste / yard waste service, it's the garbage company who is on the line for that. If Dirt Hugger were to curtail services because they didn't have a lease, Waste Connections would still have to provide for that.
- With this move, David believes it will add stability to Dirt Hugger in a way that will open a potential pathway for expanded organics management and a better relationship with Waste Connections.

Motion to adjourn was made and the meeting was adjourned at 10:54 a.m.

{Copy of Draft HWR Strategic Plan Focus Areas for 2014/15; Handout AOC Comment to DEQ Re: PaintCare Six Month Report; Handout Product Stewardship Improvement Workgroup; Handout Materials Management 2019-2021: Program Overview, distributed and attached and made part of this record.}