

A G E N D A

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METRO

MEETING: REGIONAL SOLID WASTE ADVISORY COMMITTEE (SWAC)

DATE: Thursday, January 31, 2008

TIME: 10:00 a.m. to noon

PLACE: Council Chambers, 600 NE Grand Avenue, Portland

- 10 mins. **I. Call to Order**..... **David Bragdon**
Introductions and announcements
*Approval of minutes**
- 10 mins. **II. Director's Update**..... **Mike Hoglund**
- 55 mins. **III. Member Orientation**..... **Janet Matthews et al**
Information item: For SWAC members new and old, this orientation will provide information useful for understanding roles and responsibilities in solid waste (including SWAC's role), Metro's major programs, budget and disposal rate details, performance measures, and topics anticipated for SWAC meetings this year.
- 40 mins. **IV. Draft Compost Regulations**..... **Pat Vernon**
Information item: This agenda item will provide a high level overview of proposed changes to the DEQ's solid waste composting facility rules. (See <http://www.deq.state.or.us/lq/sw/compost/rulemaking.htm> for details.) Information on the public comment period will also be relayed.
- 5 mins. **V. Other business and adjourn**..... **David Bragdon**

*Denotes material included in the meeting packet

All times listed on this agenda are approximate. Items may not be considered in the exact order listed.

Chair: Council President David Bragdon
(503-797-1889)

Staff: Janet Matthews
(503-797-1826)

Committee Clerk: Gina Cubbon
(503-797-1645)

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Proposed SWAC Agenda Items
December 2007 – February 2008

January 31	February 28	March 27
Member orientation	Special meeting: Sustainable Operations objectives (discussion; small group brainstorming)	Disaster debris mgmt. ops. plan
DEQ proposed compost standards		Self-Haul Study

**Key to
Agenda Designations**

Information item: New information provided to or exchanged among SWAC members.

Discussion item: Comments/questions/exchange of views sought from SWAC members in response to presentation. Discussion items are usually related to plans, policies, programs, or practices.

Final discussion item: Remaining comments/questions/exchange of views sought from SWAC members. A Final Discussion agenda item will usually precede a requested SWAC vote by one month.



METRO

600 NE Grand Ave.
Portland, OR 97232-2736

MINUTES OF THE METRO SOLID WASTE AND RECYCLING COMMITTEE (SWAC) MEETING

Metro Regional Center, Council Chambers
Thursday, November 29, 2007

Members / Alternates Present:

Mike Hogleund	Audrey O'Brien	Dave White
Glenn Zimmerman	Matt Korot	Steve Schwab
Dean Large	Bruce Walker	Mike Miller
Paul Edwards	Rick Winterhalter	Jeff Murray
Janet Malloch	Ray Phelps	Susan Steward
Mike Leichner	Dean Kampfer	

Guests and Metro staff:

Janet Matthews	Tim Bergam	Easton Cross
Meg Lynch	Larry Harvey	Andy Kahut
Marta McGuire	Roy Brower	Bill Metzler
Segeni Mungai	Kathy Folsom	Steve Kraten
Leslie Kochen	Cyd Cannezzaro	Julie Cash
Lee Barrett	Kevin Six	Gina Cubbon

I. Call to Order and Approval of Minutes.....Mike Hogleund

- Mike Hogleund opened the meeting at 10:01 a.m., explaining that Councilor Harrington was out of town. He announced also that he would be turning the meeting over to Janet Matthews after his update to attend a Senior Manager's retreat.
- Approval of minutes: The City of Gresham's Matt Korot moved to approve the minutes of the October 25 meeting; Dave White of ORRA seconded the motion. There was brief discussion of whether last month's motion regarding the Diesel Retrofit program had passed with or without a recommendation to use reserve funds. This idea will be discussed at Rate Review Committee meetings and with Metro Council. The minutes were approved, as written, unanimously.

II. Introductions and AnnouncementsMike Hogleund

Audrey O'Brien of the Oregon DEQ announced that the latest version of the Regional Solid Waste Management Plan (RSWMP) received DEQ approval on November 27, 2007.

Ms. O'Brien also reported that DEQ has initiated public comment on the closure and renewal solid waste permit for the Lakeside Reclamation Landfill. A public hearing is scheduled for January 8, 2008 at the Beaverton Community Center starting at 6:30 pm. Public comment closes at 5:00 p.m. on January 15, 2008. The draft permit requires Lakeside Landfill to stop accepting waste and begin closure procedures on July 1, 2009. It also restricts the type of waste that may be disposed of in the landfill, requires gas monitoring at the perimeter of the landfill and around onsite structures, requires an additional groundwater monitoring well and other changes. Further information can be found on DEQ's website at <http://www.deq.state.or.us/news/publicnotices/PN.asp>.

III. Solid Waste & Recycling Director's Update..... Mike Hoglund

- Mr. Hoglund announced that Lee Barrett, the Waste Reduction & Outreach Division Manager, will be retiring from Metro in January.
- RSWMP: Although the DEQ has approved the RSWMP, Mr. Hoglund said that Metro Council has delayed adoption so that the Office of Metro Attorney can review some of the Plan's legal implications. The Plan, he said, will clarify which elements are enforceable and those meant simply to provide guidance. Staff continues to conduct briefings with local governments.
- Waste Transport Contract: Council has directed staff to go release a final RFP after reordering the distribution of evaluation points amongst the various criteria. Based on public comment, Cost was reduced to 45 points from its original 60; Environmental Impacts have been increased from 15 to 20 points; Socioeconomic Impacts have been re-weighted to 10 points (up from 5); and Operational Considerations/Reduction of Risk to Metro will count for 25 points (increased from 20). In addition, the Council indicated it would prefer to solicit bids for both stations as a package. Regarding fuel, Council accepted staff's recommendation to calculate the cost of the proposals assuming any federal excise taxes on fuel are included in the cost of the proposal, but to reserve the right to revisit the issue during contract negotiations.
- Regulatory Affairs: Pacific PowerVac has been issued an NOV (Notice of Violation) for failure to pay Metro solid waste fees and taxes on solid waste sludge what was misreported as cleanup material. Coffin Butte has been issued an NOV as well, for misclassification of waste over a period of nearly two-years.

IV. Business Recycling Policy Direction Marta McGuire

Marta McGuire of the Department's Waste Reduction & Outreach Division gave a brief review (see attached PowerPoint). Council has asked staff to develop details of a mandatory business recycling program.

As shown in the attached handout, the project's next steps include five phases, including extensive stakeholder review (local governments, businesses, SWAC, MPAC, etc.) The plan is to implement the program beginning July 2008, and evaluate the program's progress and results in July 2010, Ms. McGuire concluded.

Questions/comments:

- Mr. White expressed skepticism that mandatory programs are more successful than voluntary action. He would like more information about "the supposed success" of other cities mentioned in earlier presentations on the subject.

Ms. McGuire responded that she has information available she would be happy to share. When Mr. White asked if she stands by the statements on page three of the White Paper, Ms. McGuire replied yes. She offered to meet with him at any time to go over her research; Waste Management's Dean Kampfer suggested that the information be presented as a future SWAC agenda item.

- Ray Phelps of WRI / Allied commented that Metro Council President David Bragdon had stated the program would cost businesses an increase of less than 2%; however, he recalls the figures being much higher. Ms. McGuire explained that additional analysis was presented at the November 13 Council Work Session; she would be happy to provide that information, as well. Ms. Matthews said that more details of other jurisdictions' progress and the latest cost information will be brought to SWAC.
- Clackamas County's Rick Winterhalter observed that local governments and many businesses won't need to alter their current practices much. The program is aimed at businesses who have not stepped up and participated in recycling voluntarily. While SWAC didn't vote for this decision, he added, Metro

Council did. It's a positive decision, Mr. Winterhalter said. Bruce Walker of the City of Portland agreed. Mr. Kampfer and BOMA's Susan Steward disputed that assertion.

V. Tonnage Authorizations (Caps).....Doug Anderson

Mr. Anderson, Financial Management & Analysis Division Manager, gave a brief, informational presentation of the caps Metro assigns to local transfer stations (see piece entitled "Waste Allocation Project" in the agenda packet.) Staff is taking a fresh look at the subject, which has always been controversial. A broad set of participants will be engaged in the discussion. The goal of the Department is to craft a solution that best meets the public interest while balancing economic needs.

VI. Sustainable Operations ProjectJanet Matthews and Matt Tracy

Ms. Matthews explained the background to this item, which is in Chapter V of the RSWMP. The goal is to begin implementation of the sustainable operations objectives (see attached). A work group will be formed to develop an action plan to prioritize and put the objectives into action. Ms. Matthews encouraged members to volunteer for the work group by December 6, and/or to suggest others who might be interested.

Matt Tracy explained that the sustainability section of the draft RSWMP is based on the principles of the Natural Step. His PowerPoint presentation (attached) outlined that a ten-member work group will be formed; it will be important for volunteers so attend all – or very nearly all – the meetings over a two-year period. A consultant who is well-versed in the Natural Step framework will help facilitate the first two or three meetings (work plan in agenda packet). The February 28, 2008 SWAC meeting will be devoted to an exercise examining sustainable operations' objectives.

Sustainability is a moving target, Mr. Tracy pointed out; it's constantly changing. Staff will identify best management practices and research new technology.

After the work group has its first six meetings, a progress report will be presented to SWAC, Mr. Tracy continued. The first "official" sustainable operations work plan will be issued in July 2009.

VII. Other Business and Adjourn.....Janet Matthews

Ms. Matthews reminded the members to contact her with ideas for 2008 agenda topics. She adjourned the meeting at 11:03 a.m.

Prepared by:

Gina Cubbon
Administrative Secretary
Metro Solid Waste & Recycling Department

gbc
Attachments: Business Recycling Policy Direction Update
Business Recycling Work Plan Summary
Implementing the Sustainable Operations Project

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Business Recycling Policy Direction Update

Solid Waste Advisory Committee

November 29, 2007



Business Recycling Policy Update



Process to Date

- SWAC (June 28, 2007): Discussion and vote on preferred program.
- Metro Council Work Session (July 3, 2007): Review and comment on program options.
- MPAC Meeting (July 25, 2007): Review and comment on proposed program.
- Additional Staff Analysis (July-October): Additional analysis conducted on cost/benefit of program options, local government impact and business case studies.
- Metro Council Work Session (Nov. 13, 2007): Review of new analysis and direction on program development.



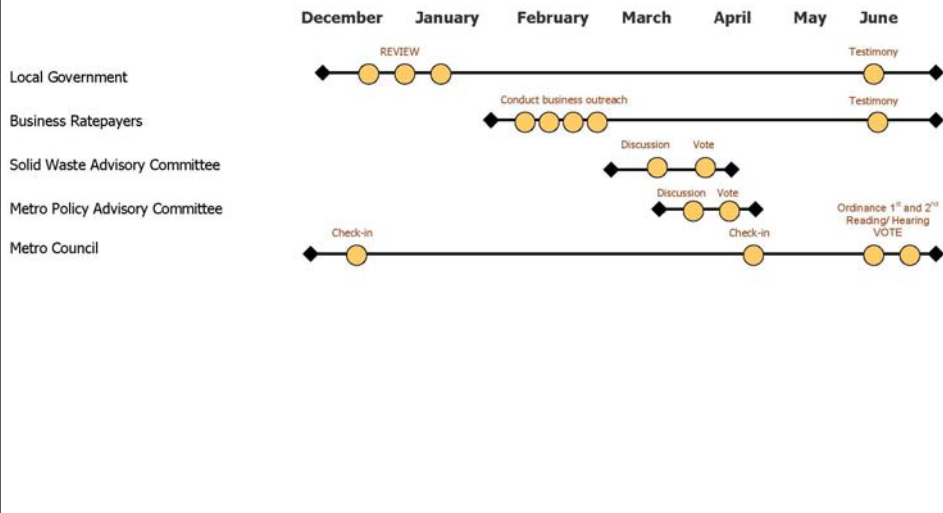
Metro Council Direction

- Develop mandatory business recycling program details and ordinance.
- Include SWAC, MPAC, local government and business stakeholders in program review prior to Metro Council consideration.

Mandatory Business Recycling Program Work Plan Summary

Phase 1: Program Development <i>November to January</i>	Phase 2: Stakeholder Review <i>November to April</i>	Phase 3: Metro Council Action <i>May to June</i>	Phase 4: Program Implementation <i>July to October</i>	Phase 5: Program Evaluation <i>July 2010</i>
<ul style="list-style-type: none"> ▪ Develop work plan ▪ Develop ordinance ▪ Define enforcement options ▪ Draft program details and implementation plan ▪ Draft staff report/program proposal ▪ Check-in with Metro Council 	<ul style="list-style-type: none"> ▪ Develop stakeholder outreach strategy ▪ Conduct local government review ▪ Conduct business outreach ▪ Conduct Solid Waste Advisory Committee and Metro Policy Advisory Committee review ▪ Summarize stakeholder feedback ▪ Check-in with Metro Council ▪ Finalize program 	<ul style="list-style-type: none"> ▪ Finalize staff report and ordinance ▪ Conduct public hearings and testimony ▪ Obtain Metro Council decision 	<ul style="list-style-type: none"> ▪ Assist with local adoption of requirements ▪ Revise intergovernmental agreements and distribute funding ▪ Conduct business outreach and education ▪ Hire enforcement staff ▪ Monitor program 	<ul style="list-style-type: none"> ▪ Evaluate program progress and results

Stakeholder Input Schedule



Business Recycling Policy Update



QUESTIONS

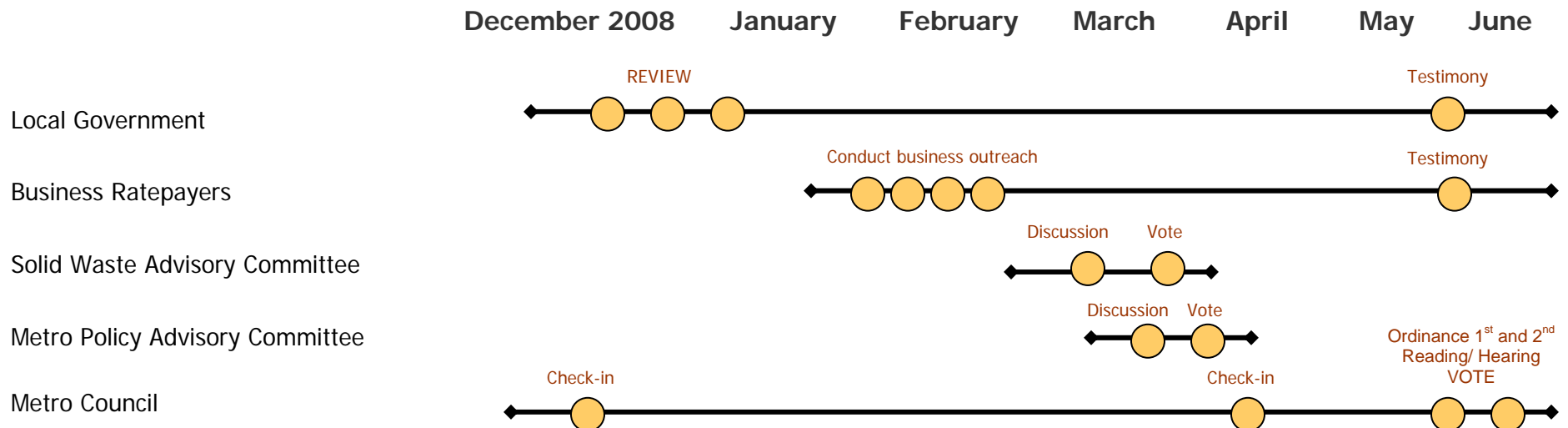
Mandatory Business Recycling Program Work Plan Summary

Updated 11/29/07

Phases and Key Activities

Phase 1: Program Development <i>November to January 2008</i>	Phase 2: Stakeholder Review <i>November to April 2008</i>	Phase 3: Metro Council Action <i>May to June 2008</i>	Phase 4: Program Implementation <i>July to October 2008</i>	Phase 5: Program Evaluation <i>July 2010</i>
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Stakeholder Input Schedule





Summary



Past

- Development of sustainable operations goals and objectives by SWAC subcommittee

Present

- Guidance in RSWMP, Chapters V and VI

Future

- Establishing a workgroup
- Developing a workplan
- Reporting on progress

Goal: Put the words in Chapter V of RSWMP into action

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Packet Material & Handouts



- Project worksheet
- Six month plan for workgroup
- Chapters V & VI from RSWMP

Foundation of project guidance at start

3

Sustainable Operations



Project purpose

- Advance the implementation of sustainable operations objectives from Chapter V of the updated Regional Solid Waste Management Plan

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Sustainable Operations



Project Scope

Government regulated facilities and services of the regional solid waste system

- 38 regulated in-region facilities (including Metro's transfer stations)
- 9 designated facility agreement facilities
- 2 closed landfills managed by Metro
- Metro paint recycling facility
- Approximately 1,000 collection vehicles

5

Sustainable Operations



Workgroup

Approximately 10 (regulators and operators)

- local governments
- DEQ
- haulers
- transfer/processing facilities
- landfills

Appointments made by the Metro COO in December 2007
(A two year commitment requested)

6

Workgroup Meetings



- Six meetings will take place between the months of January and June 2008
- The workgroup will gain a common understanding of sustainability
- The workgroup will develop the first year's priorities and workplan

Project relies on collaboration for success

7

6 Month Workplan



Meeting 1

- Develop a shared understanding of the Natural Step Framework

Initial meetings will be facilitated by a sustainability professional

8

6 Month Workplan



Meeting 2

- Establish feasibility of using the Natural Step framework in a solid waste operations context
- Establish the criteria for prioritizing work on sustainable operations objectives

The workgroup will develop feasibility and priority criteria

9

6 Month Workplan



Meeting 3

- At a dedicated SWAC meeting on February 28th
- Small group exercise to examine sustainable operations objectives in detail

10

6 Month Workplan



Meeting 4

- Debrief from SWAC meeting
- Begin identifying priority objectives to address and report on by July 2009

SWAC exercise should help the workgroup in determining priority objectives

11

6 Month Workplan



Meeting 5

- Agreement on final criteria for prioritizing sustainable operations objectives
- Apply the chosen evaluation criteria
- Determine the objectives to be addressed by staff and workgroup over the next 12 months

Workgroup will take two meetings to determine priority objectives for the first year

12

6 Month Workplan



Meeting 6

- Backcasting exercise to establish targets and solidify metrics for the defined priority objectives
- Outline 12 month workplan, including goals, baseline data needs, and metrics for measuring progress through June 2009

13

Anticipated Staff Work



- Identify existing best management practices (BMPs)
- Research and data management
- Monitoring new technology advancement

Metro's staff and consultants as required will support the workgroup's informational needs

14

Project Progress Report



- Staff will provide progress report after workgroup meeting 6
- First official program progress report due July 2009

Workgroup will provide annual progress reports as directed by the RSWMP

15

Wrap Up



- SWAC subcommittee developed sustainable operations goals and objectives that guide this project
- The project goal is to achieve and report progress
- Workgroup and broader stakeholder collaboration is crucial to success

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