



Colorado Department
of Public Health
and Environment

Meeting Minutes
Pollution Prevention Advisory Board Assistance Committee
Tuesday, September 13th, 2011
CDPHE, 4300 Cherry Creek Drive South, Denver

Attending: Shirley Garcia, Susie Gordon, Marjie Griek, Chris Hoofnagle (ph), John Kent, Wolf Kray, Rachel Nathan, Sue Piatt (ph), Neal Schuessler

Absent: Erika Gibson, Gary Horton, Sam Johnson, Jo Scher

Staff: Patrick Hamel, Rachel Wilson-Roussel

1. Approve Previous Meeting Minutes

A motion was made and seconded to approve the August 9, 2011 Assistance Committee (AC) meeting minutes. *The motion to approve the minutes passed.*

2. General Announcements

- a. The October Pollution Prevention Advisory Board (Board) meeting will be held October 25th from 10:00 AM to 2:00 PM at the department. This will be the Board's annual meeting where they invite the previous year's RREO grant recipients to present the results of their projects. The Board would like to invite the full AC to attend. This year Rachel is looking into the possibility of broadcasting the meeting through a web conference so that out-of-town members can join more easily. The invitation could also go out to a broader audience.
- b. The Board and AC will soon have a new conference call number, which will be distributed to members when the information becomes available.

3. Recycling Rebates: Review and Approve Applications

Rachel sent out a revised list of rebate applications to the committee on September 12th which removed the Town of Bayfield. They have not demonstrated full compliance with their Compliance Order on Consent with the department, so the Town requested to withdraw their application from consideration. This effectively provides an additional \$10 for each eligible recycling drop-off site.

a. Glass Rebate

A motion to approve all glass rebate applications was made and seconded.

Discussion on motion: The rebate application for Strategic Materials indicated a one-way trip mileage of 64 miles from Englewood to Wheat Ridge which did not seem accurate. In the last

rebate round Anheuser Busch applied for a rebate, but was denied once it was determined that they were a secondary handler. Strategic Materials was their broker and Waste Management did the hauling.

A call to amend the motion was made and seconded to make the motion contingent on the eligibility of all applicants.

Additional discussion: Rachel will call Strategic to clarify their rebate information. If it is determined that they are ineligible to receive a rebate, the rebate amounts will be recalculated for the remaining eligible entities. The committee found Eric's rebate analysis report very helpful.

The motion to approve the glass rebate applications contingent on the eligibility of all applicants passed.

The committee then discussed whether a conflict of interest existed for AC members who may benefit from a rebate to vote on the motion. The committee agreed that since the vote determines the validity of all the applications, it was appropriate for all members to vote.

b. Public Recycling Drop-Off Site Rebate

A motion to approve the modified list of rebate applications for public recycling drop-off sites was made and seconded.

Discussion on motion: Eric sent Wolf Kray the list of drop-off sites and Wolf confirmed all were in existence. There were two new sites that applied: Town of Bayfield and a Waste Management site in Estes Park. Susie remarked that several sites applied for the rebate in past rounds but did not reapply this round. It was noted that some of those sites may be covered by different entities. For example, Four Corners Recycling Initiative may include the drop-off sites in the towns of Dolores and Cortez. More outreach may be needed to make sure the correct contact person is on the listserv.

This round of rebates saw a 25% increase in material. Two entities submitted identical weights as in past rounds. It was postulated that the entities may be estimating weights based on dumpster size and the number of pick-ups. Four entities did not provide any tonnage information. While this information has been optional in past rounds, the committee discussed possibly requiring this information for future rounds. It was noted, however, that this information may be difficult for some entities to provide.

There was concern whether the rebate was equitable across the board. The price per ton of material recycled varied significantly between entities. Also, the rebate favors entities that operate several small drop-off sites instead of fewer, larger sites.

It was noted that the City and County of Broomfield reported their tonnage had increased 500% from the previous rebate. Shirley indicated that this was because they installed compactors on-site. It may be beneficial to ask for an explanation when tonnages vary by more than 5 or 10% from the previous rebate period.

The rebate subcommittee will discuss these concerns further and make recommendations to the full committee for possible changes prior to the next rebate round.

The motion to approve the modified list of rebate applications for public recycling drop-off sites passed.

4. Chair and Vice Chair Elections

The floor was open to receive nominations for Chairperson and Vice Chairperson.

A motion was made and seconded to nominate Marjie Griek as Chairperson and Susie Gordon as Vice Chairperson. *The motion to approve Marjie as Chair and Susie as Vice Chair passed.*

5. Continued Discussion on Changes to the RREO Request For Applications (RFA)

The committee agreed to the following timeline for the 2013 RFA:

1/10/2012	RFA release date
1/31/2012	Bidder's meeting (<i>Before lunch address "Classic" portion of RFA. After lunch address "SIP" portion of RFA.</i>)
2/17/2012	Question period closes
3/02/2012	Grant applications due
3/08/2012	Eric assigns grants to individuals for 1 st round review
4/03/2012	Score sheets due to Eric
4/10/2012	Eric to send first round results to AC
4/17/2012	2 nd round review – group evaluation meeting
4/19/2012	Send AC recommendations for grant awards to PPAB
4/24/2012	PPAB meeting – final approvals
5/4/2012 to 6/30/2012	Notification to grant applicants

The committee agreed that the question period should remain open until February 17th. Questions will be accepted by phone and e-mail. Answers would be posted on the grant website to benefit all applicants.

6. Continue Discussion on Changes to the RREO Grant Program

On August 30th, the full AC voted via e-mail to move forward with the recommendations of the grant application subcommittee. Susie volunteered to provide a first draft of the application to the subcommittee. The grant subcommittee will schedule a teleconference to discuss further.

7. Schedule and Future Agenda Items

The next full AC meeting will take place from 9:00 AM to 10:00 AM prior to the Board's October 25th meeting. The AC will review the work from the grant and rebate subcommittees. It was noted

that full AC approval of the 2013 grant application will be needed in November in order for the Board to approve at their December 6th meeting.

The AC meeting scheduled for October 11th was canceled.

Eric will schedule a rebate subcommittee meeting. If changes to the rebate application are anticipated, the committee may recommend an e-mail be sent to current rebate recipients making them aware of pending changes.

Other relevant meetings:

Colorado SWANA Meeting – October 6th and 7th in Aurora

CAFR Meeting – October 19th at Red Rocks Amphitheater

8. Post Meeting Notes

- a. Pertaining to the glass rebates, Eric confirmed that Anheuser Busch and Strategic Materials were claiming a rebate for the same glass. After contacting Anheuser Busch, they withdrew their application and committed to modifying their business practices so they would be in a position to confirm their eligibility status in the next rebate cycle. Glass rebates for all other applicants were recalculated at that point. Eric also confirmed that the distance traveled to Rocky Mountain Bottle as stated on the Strategic Materials application was correct.
- b. An email vote was requested by staff on September 28th. A motion was made and seconded to approve a budget reallocation request from the City of Lakewood for their RREO grant project titled Expanding and Upgrading the Quail Street Recycling Plant Including the Addition of a Solar Compactor. *The motion to approve the reallocation passed on October 3rd.*