



Colorado Department  
of Public Health  
and Environment

**Meeting Minutes**  
**Pollution Prevention Advisory Board Assistance Committee**  
**Tuesday, September 11, 2012**  
**1:30 PM – 3:30 PM**  
**CDPHE, Building C, C1B**

**Attending:** Cary Bush, Shirley Garcia, Susie Gordon, Marjorie Griek, Wolf Kray, Mary Beth Miles (phone), Rachel Nathan, Jo Scher (phone), Neal Schuessler

**Absent:** Chris Hoofnagle, Gary Horton

**Staff:** Eric Heyboer

**1. Approve Previous Meeting Minutes**

A motion was made and seconded to approve the July 10, 2012 Assistance Committee (AC) meeting minutes. *The motion to approve the minutes passed unanimously.*

**2. Recycling Resources Economic Opportunity (RREO) Rebate Program**

Eric presented the results of the glass and recycling drop-off site rebate applications. The AC agreed with staff's recommendation to approve the rebate applications. The AC also indicated that the rebate subcommittee should meet in the near future to develop a new formula for the drop-off site rebate. A motion was made and seconded to approve the January-June 2012 rebate applications. *The motion to approve the rebate applications passed unanimously.*

Eric confirmed that he would present the rebate applications to the Pollution Prevention Advisory Board at their next meeting on September 25, 2012 and request their final approval. Pending unforeseen delays, rebate checks will be mailed in mid-October. The AC agreed that the subcommittee tasked with making revisions to the rebate application should meet prior to the next AC meeting.

**3. RREO Grant Project Updates**

Eric gave brief status reports on several grant projects, including We Recycle and WSB eRecyclers. Several projects require site visits in the near future and Eric will invite the AC grant monitors and other interested committee members to attend.

**4. RREO Request for Applications Document Revisions**

The AC had a preliminary discussion on changes they would like to see made to the RREO grant program's Request for Applications, particularly in regard to Hub-and-Spoke requirements. It was

agreed that the subcommittee tasked with making revisions should meet before the end of September.

**5. Schedule and Future Agenda Items**

The AC will meet again on October 23, 2012, 9:00 AM – 10:00 AM. The meeting will occur prior to the annual RREO grant project seminar, held in conjunction with the PPAB's monthly meeting. All AC members are invited to attend.

**6. Adjourn**

A motion was made and seconded to adjourn the meeting. *The motion to adjourn the meeting passed unanimously.*

**7. Post-Meeting Notes**

An email vote was requested by staff on September 12. A motion was made and seconded to accept a rebate application sent by the South East and East Central Recycling Association because it was postmarked prior to the August 31 deadline even though it was received by staff on September 12. *The motion to accept the rebate application passed unanimously on September 18.*