



COLORADO
Department of Public
Health & Environment

Meeting Minutes

Pollution Prevention Advisory Board

Assistance Committee

Tuesday, June 16, 2015

1:30 PM – 3:30 PM

CDPHE, Building A, Carson Room

Attending: Cary Bush (phone), Shirley Garcia, Marjorie Griek - Chair, Wolf Kray - Vice-Chair, Alex Markovich, Rachel Nathan, Alek Orloff, Lindsey Wedewer, Walter Wright (phone)

Absent: Susie Gordon, Sarah Martinez, Mary Beth Miles

Staff: Eric Heyboer, Rachel Wilson-Roussel

Call to Order

Approve March and April Meeting Minutes

A motion was made and seconded to approve the March meeting minutes. *The motion passed with two abstentions.* A motion was made and seconded to approve the April meeting minutes. *The motion passed with two abstentions.*

Welcome New Committee Members

Walter Wright and Lindsey Wedewer joined the meeting. Each committee member introduced themselves and welcomed Alex Markovich, Alek Orloff, and Lindsey Wedewer to the committee. Rachel Wilson-Roussel announced that she is the new Ex-Officio member on the Pollution Prevention Advisory Board, replacing Patrick Hamel.

Review Term Limits

Eric informed the committee that four committee members will reach the end of their term on July 31. Eric confirmed that he has notified Wolf, Susie, Rachel, and Cary. Eric confirmed that Susie is not eligible for re-appointment since she has already served two consecutive terms. Eric committed to developing a new membership application to fill any vacancies. Eric committed to releasing the membership application to the public in July.

Rebate Application Revisions

Eric asked whether the application should be revised to allow applicants to include weights for phone books, plastic film, and rigid plastics. The committee decided that plastic film and rigid plastics are not typically collected at public recycling drop-off centers and should not be eligible for a rebate. The committee supported the idea of allowing phone books to be eligible. The committee considered specifically excluding electronic scrap, but decided against adding new language since other provisions in the eligibility section take this into account. The committee reaffirmed that they are pleased with the existing rebate formula

and are not inclined to make any changes. The committee agreed that a rebate subcommittee meeting was not warranted given the limited scope of revisions. Eric committed to making the necessary refinements and will present an updated version of the rebate application at the next committee meeting. Eric reminded the committee that the rebate application is scheduled to be released on August 3.

Program and Grant Project Marketing

Eric shared the story written about Spring Back Colorado and the marketing toolkit that was designed by Arlene Moskowitz, a consultant hired by the Pollution Prevention Advisory Board. Eric explained that the toolkit is meant to assist grantees in optimizing the effectiveness of any public announcements pertaining to their grant award and project. Marjorie shared her recommended edits to the toolkit. The committee agreed that any marketing conducted by grantees should include job creation as part of their message. Eric confirmed that the toolkit will eventually be located on the department's website and each grantee will be made aware of these resources during the kick-off meeting. Eric confirmed that the Spring Back Colorado story will continue to be pushed out to local and national media outlets.

Behavioral Risk Factor Surveillance System and Past Grantee Survey

Eric informed the committee that the department is accepting proposals from programs that would like to include one or more questions to be asked in the next annual statewide telephone survey. Eric mentioned that questions pertaining to recycling have been asked in the past, but several years have passed since any data was collected. The committee agreed that it could not justify the expense of including a question in this survey. Wolf said he would inform Eric if the department's Solid Waste Program was interested in including a question related to recycling in this survey instrument.

Eric mentioned that the last grantee survey was conducted in 2012. The committee agreed that enough time has passed to warrant another past-grantee survey and that staff time would be better spent on this effort. Eric committed to sending out the results of the 2012 survey to refresh the committee's memory. Marjorie directed staff to include time during the next scheduled committee meeting to discuss in more detail.

Site Visits

Eric shared his grantee site visit schedule with the committee. Eric committed to visiting each FY2015 grantee prior to June 30 and welcomed any interested committee members to attend.

Recycling Resources Economic Opportunity Grant Program Update

Eric confirmed that three FY2016 contracts are currently out for signature, and one contract will be sent out for signature within the next day. Four FY2016 work plans are currently under revision.

Eric updated the committee on the progress of the regional planning Request for Proposals and shared the latest revisions based on discussions with the department's Purchasing and Contracts Unit. The committee agreed that the department's requirement to ban all awardees from future grant opportunities was unacceptable. The committee instructed program staff to revisit this requirement with the Purchasing and Contracts Unit. The committee agreed that extending project timelines into the first quarter of CY2016 was

sensible. Eric asked for volunteers to sit on the bid review committee. Cary, Walter, and Marjorie volunteered. Wolf offered to assist if needed.

Colorado Association for Recycling Annual Summit

Eric and Marjorie reported on the significant outcomes from the Summit. Committee members who attended shared their experience.

Schedule and Future Agenda Items

The committee agreed to reconvene on Tuesday, July 14, 2015, 1:30 PM - 3:30 PM. The committee will review the rebate application solicitation scheduled to be released in August, discuss the past-grantee survey, and receive an update from staff on the regional planning Request for Proposals.

Adjourn