



COLORADO
Department of Public
Health & Environment

Meeting Minutes

Pollution Prevention Advisory Board

Assistance Committee

Tuesday, July 8, 2014

1:30 PM – 3:30 PM

CDPHE, Building C, Room C1B

Attending: Susie Gordon (phone), Marjorie Griek, Wolf Kray, Mary Beth Miles (phone), Rachel Nathan, Walter Wright (phone)

Absent: Cary Bush, Shirley Garcia, Stephanie Garnica, Sarah Martinez

Staff: Patrick Hamel, Eric Heyboer

May/June Meeting Minutes

The committee tabled approval of the May and June meeting minutes. A quorum was not present.

Rebate Program

Eric reviewed changes to the Recycling Resources Economic Opportunity (RREO) rebate application. The Assistance Committee (AC) agreed to the changes. A quorum was not present, so an email vote formally approving the August rebate application will be scheduled at a later date. Eric confirmed that the rebate application will be presented to the Pollution Prevention Advisory Board (PPAB) during their meeting scheduled for July 22.

Request for Applications (RFA) Focused on End-Market Development

The AC discussed details of a special grant application that will be released before the end of the calendar year in an effort to spend down the additional funds allocated to the RREO program by the state legislature. It was generally agreed that the RFA focus on end-market development and market-ready concepts, limiting the scope of how grant funds can be spent to strictly equipment purchases. It was proposed that only a limited number of projects be funded or that a minimum award amount is identified to encourage high-dollar proposals. The AC decided to not include regional planning studies in this solicitation and instead offer it in January when the Hub-and-Spoke RFA is released. The AC instructed Eric to develop a draft RFA and plan a RFA subcommittee meeting prior to the September AC meeting.

Strategic Planning

Midterm

The AC discussed potential changes to the RFA emphasizing Hub-and-Spoke. There was a general consensus to include additional recyclable materials under the Hub-and-Spoke parameters, expanding eligible items beyond paper and containers. The AC also decided that a pre-application meeting to screen applicants would not be necessary.

Long-Term

The following list of ideas was discussed during this brainstorm session:

- The proposals from the end-market solicitation and the economic study should influence future grant program priorities to encourage end-market development.
- Any change in priorities to the Hub-and-Spoke RFA should be announced several years in advance.
- Any regional planning proposals that are submitted should receive top consideration if subsequent proposals from the region seek to implement programs recommended in their planning document. Preference should also be given to proposals that follow the state's future integrated waste management plan.
- The grant program should place a greater emphasis on youth education, perhaps through a partnership with the Colorado Alliance for Environmental Education.

The AC instructed Eric to develop a one-page strategic plan to capture all the ideas discussed during the last several meetings and consolidate them into a cohesive document. The AC will review the draft strategic plan at the next scheduled meeting.

Recycling Economic Impact Study Update

Eric confirmed that the survey is currently available and responses are actively being pursued by ENVIRON staff. The deadline to submit responses is July 18.

RREO Grant Project Updates

Eric updated the AC on recent site visits to the following projects: Goodwill of Denver, Spring Back Colorado, Green Sheen Paint, Clean Valley Recycling, City of Durango, and Archuleta County. Eric confirmed that Repsco was able to fulfill all deliverables prior to the expiration of their contract on June 30. Eric also shared with the AC that EDS Waste Solutions must vacate the land where their transfer station is located and that a meeting with EDS Waste is scheduled for July 10 to learn the details of the situation. Eric confirmed that all FY2015 grant projects are still pending signed contracts. The department's transition to a new accounting platform has caused some delays in processing each contract. Additionally, Clear Intentions has located a building and are currently negotiating lease terms. Yuma County is still awaiting a response from the United States Department of Agriculture on the status of their grant award, so their contract is currently on hold with the state.

Schedule and Future Agenda Items

The AC will not meet in August and reconvene at the department on Tuesday, July 9, 2014, 1:30 PM - 3:30 PM. The agenda will include a discussion on the RREO rebate applications received, a review of the end-market draft RFA, and a review of the draft strategic plan.

Adjourn

Post Meeting Notes

On July 9, staff presented via email the RREO rebate application template for formal approval by the AC. A motion was made and seconded to approve the August 2014 rebate

application template. *The motion to approve the rebate application template passed unanimously on July 11.*

On August 8, staff presented via email a budget reallocation request from Lake County. A motion was made and seconded to approve the budget reallocation. *The motion to approve the reallocation passed unanimously on August 18.*