



**Convene meeting:** Chair Lee Cattaneo convened the meeting at 5:03 PM with committee members Ellen Cheney, Gerhard Postpischil, and Gabrielle Malina. Cassandra Hemenway, Brenna Toman, Carl Witke, Charlotte Low, and Cathleen Gent (Planning Analyst) also attended. Cathleen Gent took minutes.

1. **Approve Meeting Minutes –September 5:** *Motion made by Gerhard Postpischil, seconded by Gabrielle Malina, to approve the minutes. Voting in favor: Unanimous.*

## 2. **FY20 Program Plans**

- a. Outreach – Outreach Manager Cassandra Hemenway provided an overview of the draft FY20 Outreach Program Plan. Lee Cattaneo pointed out that people now use cell phones and it can be difficult to navigate our web site on a mobile device. There was considerable discussion, including about the possibility of offering more compost workshops, if sufficient resources and public demand are in place, and developing an app for mobile devices, should there be sufficient funds for that project.

*Motion made by Gabrielle Malina, seconded by Ellen Cheney, to recommend the FY20 Outreach Program Plan to the full Board, with specific revisions about the potential for offering more compost workshops and a mobile device app with program information (funding permitting) and minor edits. Voting in favor: Unanimous.*

- b. School Zero Waste Program – School Zero Waste Coordinator Brenna Toman discussed the draft FY20 School Zero Waste Program Plan, including how the new EPA Healthy Communities grant will carry over into the first quarter of FY2020. There are no major programming changes, although Brenna and School Zero Waste Coordinator John Jose will shift away from doing whole school waste audits and do more targeted ones within schools. Brenna highlighted the on-going programming, additional programming, and what is different for FY2020.

*Motion made by Gabrielle Malina, seconded by Ellen Cheney, to recommend the FY20 School Zero Waste Program Plan to the full Board, with minor edits. Voting in favor: Unanimous.*

[Gabriella Malina left at this time to join the Financial Oversight Committee meeting, already in progress.]

- c. Additional Recyclables Collection Center (ARCC) – Operations Manager Charlotte Low reviewed the draft FY20 ARCC plan. In addition to plan elements, Low pointed out that a baler is now installed at the ARCC, which may lead to taking materials in the future, such as cardboard. She also discussed CVSWMD volunteer coordination efforts, which will be researched and presented to the POC soon. Lee Cattaneo recounted the types of materials at the recent Orange Town bulky waste collection event and asked that be taken up as a future activity, whether through the ARCC or other programs.

*Motion made by Gerhard Postpischil, seconded by Ellen Cheney, to recommend the FY20 ARCC Program Plan to the full Board. Voting in favor: Unanimous.*

- d. Special Collections Program – Programs Coordinator Carl Witke discussed the draft FY20 Special Collections Program Plan, including highlights about past and current activities for HHW collections and Paint, Batteries, and Bulbs (PBF) as well as the large volume collections with public schools and libraries. He also discussed that in FY20, CVSWMD will secure methods for collecting shingles and sheetrock for recycling.

*Motion made by Gerhard Postpischil, seconded by Ellen Cheney, to recommend the FY20 Special Collections Program Plan to the full Board. Voting in favor: Unanimous.*

- e. Grants – Proposed Budget Section Only - Cathleen Gent said that the Grants Committee would like a better understanding of the reasons why two Grant programs are separated in the draft FY20

budget. They were combined in previous years. Lee Cattaneo indicated that the reason is that the two grants are two entirely different programs with entirely different objectives. He pointed out that the new financial policies and procedures allow the grants committee to make adjustments between grant programs. Ellen Cheney and Gerhard Postpischil agreed with this explanation.

3. **Preliminary Discussion – Changing ARCC Hours** - Due to a lack of remaining time, Lee Cattaneo requested that staff prepare a formal written proposal for changing the ARCC hours.
4. **Adjournment** –*The POC adjourned at 6:28PM.*



Respectfully submitted by Cathleen Gent