



**Convene meeting:** Chair Lee Cattaneo convened the meeting at 5:10 PM with committee members Ellen Cheney and Gabrielle Malina. General Manager Bruce Westcott, Office Manager Barb Baird, and Planning Analyst Cathleen Gent also attended. Cathleen Gent took minutes.

1. **Approve Meeting Minutes –January 8:** *Motion made by Ellen Cheney, seconded by Gabrielle Malina, to approve the minutes. Voting in favor: Unanimous.* Cathleen Gent noted that pricing for some BeesWrap products was revised because the company changed packaging options.
2. **Strategic Plan**  
The POC reviewed Cathleen Gent’s memo which identified a number of changes to the Strategic Plan suggested by two Board members, Matt Levin and Tad Nunez, after the Board retreat. The POC made a number of recommended changes to the document and will bring those recommendations to the Board of Supervisors meeting, immediately following the POC meeting. Those recommended changes apply to the mission statement; Guiding Principle #1, Objective a. and Objective f.; Guiding Principle #4, Objective b. and d.; Guiding Principle #6, Objective e.; and Deliverables/Activities-Top Priorities #5, #11. The POC did not propose wording changes for all of the suggestions made by the two Board members. Cathleen Gent and members of the POC will present the recommendations to the full Board.
3. **Special Collections and Schools - Bulbs** – Cathleen Gent provided a verbal report about the status of bulb collections in schools. She pointed out that CVSWMD is complying with state regulations regarding covered and non-covered entities, which include schools. Staff estimate that the cost of covering the costs for recycling bulbs is approximately \$1,300 a year, which is currently borne by the ARCC. Staff have looked into the process of converting fluorescent bulbs to LED bulbs and found that the entire fixture needs to be changed, not just the bulbs, which can be a large capital budget item. Staff also recognize that bulbs are just one material being collected at schools, so that the entire manner of collecting materials is being evaluated for future recommendations. Bruce Westcott suggested ways to approach the collections. Cathleen Gent will report back to the POC after the staff working group makes further progress.
4. **Hauler Sticker Discussion** – Barb Baird joined the POC for this discussion. She showed the POC CVSWMD’s current hauler stickers and reviewed some of the associated problems, most notably that the size is very large and the stickers regularly fall off the vehicle. In addition, the stickers and hauler vehicle numbers are not mentioned when people report issues. Barb has surveyed other SWMEs and the State and presented information on sticker sizes and approaches to using stickers. POC members agreed that a sticker is needed, but that CVSWMD’s should be smaller and simpler to use and administer. *Motion made by Ellen Cheney, seconded by Gabrielle Malina, to downsize the stickers which should include the term “licensed hauler” and “CVSWMD” and begin using in 2020. Voting in favor: Unanimous.*
5. **Planning for POC meetings in April and May** – Lee Cattaneo will not be present for the April or May meetings, so getting a quorum will be possible only when all other members are in attendance. Cathleen Gent recapped some of the topics expected to be discussed over the next two months.
6. **Adjournment** –*The POC adjourned at 6:28PM.*

Respectfully submitted by Cathleen Gent