



1. **Convene meeting:** Chair Lee Cattaneo convened the meeting at 5:02 PM with committee members Laura Zeisel, Gerhard Postpischil and Ellen Cheney present, Bruce Westcott (General Manager) and Cathleen Gent (Planning Analyst) attended. Cathleen Gent took notes.
2. **Approve Meeting Minutes – November 1:** *Gerhard Postpischil made a motion to approve the minutes, seconded by Laura Zeisel. Voting in favor: Unanimous.*
3. **Revisions: FY19 ARCC Program Plan and FY19 Special Collections Program Plan**
  - a. ARCC Program Plan  
The POC discussed the changes presented in the plan and offered several changes:
    - removing “income per user” line in table 4 on page 25.
    - page 28 #7 – 3rd paragraph to read: As part of purchasing a baler, CVSWMD is committed to collecting additional income.”
    - Page 30 under Cardboard – accepting cardboard will be evaluated.*Motion by Laura Zeisel, seconded by Ellen Cheney, to recommend the revised plan, as amended, to the Board of Supervisors. Voting in favor: Unanimous.*
  - b. Special Collections Program Plan  
The POC discussed the changes presented in the plan. Cathleen Gent and POC members offered minor additional changes.  
*Motion by Gerhard Postpischil, seconded by Ellen Cheney, to recommend the revised plan, as amended, to the Board of Supervisors. Voting in favor: Unanimous.*
4. **Ordinance & Administrative/Enforcement Policies** – The POC reviewed Cathleen Gent’s memo about the topic. POC members noted inconsistent formatting in the ordinance table of contents. Bruce Westcott pointed out that the 2018 hauler license packets request additional information and provide guidance for reporting and that compliance investigator Carl Mitchell is conducting more hauler audits for CVSWMD. The POC provided general direction for staff: staff should educate rather than enforce as a first step to get haulers to report as needed: should continue to prioritize enforcement activities -- starting with licensing and reporting; Bruce – as the enforcement agent -- should report to the POC regularly about our efforts. No formal action was taken.
5. **POC Annual Work Plan: Strategic Planning** – The POC reviewed the FY18 Work Plan and made suggestions for updating the plan. One item was added to the work plan, namely meeting with the Financial Oversight Committee (FOC) to discuss the capital plan, thus fulfilling the policy requirement for an annual meeting of the two committees. Staff will organize that meeting.
6. **Adjournment** – *The POC adjourned at 6:18 PM.*

Respectfully submitted by Cathleen Gent