Resource Conservation Committee Meeting
Thursday, 6/19/08
2:00pm - 4pm Overtown Transit Village (2nd floor training room)
Agenda

Minutes recorded by _____

1. **Call to order** - 5 minutes

2. **Announce that Committee minutes will be recorded** - 5 minutes

3. **Decide if members want to have minutes recorded on video camera-** 5 minutes

4. **Vote on last month minutes** - 5 minutes

5. **Remind Committee to start gathering data for the RCC 08 annual report starting from Oct. 1, 2007** – 5 minutes

6. **Remind committee to sign attendance sheet and fill in missing alternate representatives (if applicable)-** 5 minutes

7. **Updates** - 45 minutes

    - If the term "preferable" can be used for Environmentally Preferable Products (EPP)
    - Herman Ramsey's mix paper recycling contract
    - RCC Budget
    - Suggestions for the RCC portal page
    - ASE Performance Measures
    - Daniel Douglas suggestions for the meeting

8. **Pollution Prevention Training Package (Manuel Bazzani)** – 30 minutes

9. **Discuss whether Committee wants the County Attorney's office to look at commercial recycling legislation and determine whether it includes / excludes government entities**- 10 minutes

10. **Other Issues (Conferences / Workshops)**- 10 minutes

11. **Next meeting date-** Thursday, July 17, 2008; **Location-**OTV DERM 2nd floor Training Room

Resolution R-702-05 goals:

1. Increasing the percentage of County purchases of office goods containing recycled materials and/or identified as an environmentally preferred product;

2. Increasing the rate of participation in recycling by County agencies;

3. Increasing the overall percentage of the County's operational waste stream that is eliminated or diverted through recycling and conservation efforts; and

4. Reducing operational costs through environmentally-preferable products, services and practices.

Monthly RCC Performance Measures Questions:

1. **What is the number of recycled and/or environmentally preferable products (EPP) your department purchased through General Services Administration (GSA) or vendor?**

2. **Does your department have a recycling program?**

3. **Has your department expanded the recycling program and/or conservation efforts (waste minimization) during this period? Explain how.**

4. **Complete the chart below to demonstrate the savings in your department by using environmentally-preferable products, services or practices during this month?**

Previous cost of product/service	New cost of product/service	Total saving of new P2 activity
$	$	$

Daniel Douglass suggestions for the RCC:

1. Establish several subcommittees to review a minimum of 5 pending contracts per quarter of the many contracts issued by DPM for inclusion of environmental measures, compliance with existing laws and regulations, and opportunities to mandate green practices.
2. Establish several subcommittees to conduct site reviews of county Facilities to document opportunities for improvement. All site visits to be published in advance so no one is taken by surprise and everyone has an opportunity to self police before they are inspected. A site inspection of at least one County Facility per quarter should be a minimum commitment.
3. Establish a subcommittee to review and approve all environmental literature and marketing information distributed by the County for accuracy and verification that the County itself follows what is written.
4. Reduction of Monthly RCC meetings to quarterly, using the extra time that would have been used in monthly meetings to conduct subcommittee activities.