

**Resource Conservation Committee
Meeting Minutes
January 23, 2008**

- 1) **Call to Order** - by Julio Calle - sign-in sheet circulated to members and guest in attendance.
- 2) **Meeting Minutes** – taken by RCC member Stanley Edouard, DERM.
- 3) **RCC Annual Report** - open concerns with regards to annual summary report. Still awaiting completed forms from many departments.
- 4) **New Member Introduction** – A welcome was extended to new members by the committee chair, Julio Calle. Self introduction by new members and guest are as follows: William Atkins, Yolanda Singleton, Tom Plummer, Coralee Taylor, Donna Thomas-Jones, Militssa Torres, and Angel Villarreal, Christopher Kong, Ruth Laureano, and Thelma Rodriguez.
- 5) **Used Toner Cartridge Recycling Bid** (agenda item #7 moved up to accommodate DPM staff) - questions and concerns regarding this service was directed to DPM.
 - Question rose as to the liabilities the county faces in participating in this service without a contract? DPM requested that departments cease all services with the prior vendor. Comment made as to repackaging used toner cartridges and utilizing enclosed return label provided by the manufacture.
 - With regards to “cone of silence” protocol, county departments can contact vendor(s) as long as discussions do not involve pricing on new contract.
 - As to pick-up of used toner cartridges, DPM inquired about the possibility of centralizing this effort for the benefit of the vendor. Discussions on this topic lead to the consensus that GSA store is the best location and department to handle this activity. The reasoning for this is that as GSA drivers delivers new toner cartridges they could pick-up used cartridges destined for recycling. DPM will confirm that this arrangement is agreeable with GSA.
 - Committee members requested that the contract stipulates “all types” of used toner cartridges are to be collected by the awarded vendor(s).
 - Concern rose regarding county staff’s ability to track the volume of cartridges sent for recycling – suggestion is to trust vendor’s report – word of caution is that the vendor might list the lower price for commodities received
 - Timeline for a new contract is dependent on GSA’s agreement on centralizing this service at their facility.
 - Vendor is to provide collection boxes for this service
 - Accidental spillage/leakage which occurs on-site is the responsibility of the user department.
 - In the interim some county departments continue to use the service of the previous vendor while some are stockpiling used cartridges. DPM will look into this matter.
- 6) **RCC Presentation**- PowerPoint presentation outlining the Resolution which established the committee and some committee accomplishments was provided for the benefit of the new members.

- 7) **RCC Monthly Meeting** – general consensus is to reschedule RCC meetings to Thursdays from 2:00 to 4:00 pm. - OTV building. It is suggested that reimbursement for parking at the OTV be processed through petty cash. Room location depends on availability.
- 8) **SB692 – Aluminum/Plastic/Glass Recycling as Related to State Programs** – Bill hasn't passed legislation; expect revisions.
- 9) **Meeting adjourned** - 4:00 pm.

Miami-Dade Resource Conservation Committee				
Meeting Date: January 23, 2008				
Attendance Roster				
Meeting Minutes: Stanley Edouard				
Primary Rep.	Dept.	Alternate	Primary Initial	Alternate Initial
Abreu, Edsel	HR			
Aldrich, Gale	DHS	Reese, Joann	Present	
Atkins, William	CAA	Singleton, Yolanda	Present	Present
Bazzani, Manuel	MDAD	Leal, Gustavo	Present	
Birdwell, Ruth	PA	Wyche, Corinthia	Present	
Bran, Ricardo	ITC		excused	
Brannock, James	MDCR	Marquez, Richard		
Broaster-Doyle, Pamela	AMS			
Calle, Julio	DERM	Valdes, Dorian	Present	
Camejo, Oscar	MPO			
Campbell, Kyndal	Vizcaya		excused	
Clark, Khanya	DSWM	Colbourne, Yvette		
Cole, Michael	MDPD	Anderson, John	Present	
Cacicedo, Pedro	ETSD	Concepcion, John		Bianchi, Carlos
Coughlin, Dan	GSA Store			
Diaz, Danny	BLDG	Rojas, Ronald		Present
Douglass, Daniel	GSA, Fac.Mgt.	Racine, David	Present	
Edouard, Stanley	DERM	Medina, Carlos	Present	Present
Eichenbaum, Anita	MDFR		excused	
Flevaris, Bobby	CSD	Mayra Beltran		Present
Hamilton, Mark	GSA, Fleet			
Hope, Becky	Seaport		excused	
	OCI			
Maresma, Leonel	LIB	Gorgoy, Lluís		
Negahban, Sherry	WASD	Caveda, Ana		Present

2006 min.
2007 min.
2008 min.

Nisely, David	HT			
Plummer, Tom	GSA, UTV		Present	
Rojas, Claudia	ADA			
Rowe, Garrett	DP&Z			
Saboya, Maria	Elections	Konstantinidis, Anestis	excused	
Saldivar, Yadiris	PWD	Lewis, Blanca		
Sanchez, Rodzandra	COE	Cedeno, Rachelle		
Shycko, Jaime	GIC			
Solomon, Bill	MDP&R	Seaman, Jon	Present	
Taylor, Coralee	DBD		Present	
Thomas-Jones, Donna	Fin	Cam, Peter	Present	
Thompson, Audie	GSA, Printing		Present	
Toledo, Adien	MDTA	Sharifi, Akbar		
Torres, Militssa	CUA		Present	
Trofort, Jean Rony	CED			
Troner, Susannah	OSBM	Horton-Tavera, Amy	Present	
Villarreal, Angel	ASD		Present	
Wiggins, Drakus	DPM	Kmra	Present	

Guest

Dept

Kong, Christopher	OSBM
Laureano, Ruth	DPM
Rodriguez, Thelma	DPM