



Resource Conservation Committee (RCC) Meeting

Thursday, 2/19/09

Minutes by Carlos Medina (DERM)

Item 1

- RCC meeting was called to order by Herb Balfour (DERM) at 2:12 pm.

Item 2

- RCC approved January minutes.

Item 3

- Audie (GSA, Printing) made a presentation on, "GSA Print Shop's Steps Towards Environmental Friendliness". He spoke about how GSA for the past 18 months was looking for ways of going green, some of the accomplishments, and challenges they faced. He mentioned that the 2007 Florida Legislature directed that as of January 2008, a paper ballot system with optical scan technology and audit capacity replace the touch-screen computer voting machines. Producing up to 8 million ballots for MDC Elections Department required GSA to increase its print shop capacity seven folds without increasing staff. GSA accepted the challenge and through cooperation and collaboration with suppliers they were able to identify equipment and materials that improved production efficiency while eliminating chemicals and waste. Today, the GSA Print Shop creates only two types of waste: aluminum printing plates that are recycled after use and the scrap paper that is picked up weekly by Southeastern Recycling Corporation.
- Audie (GSA, Printing) mentioned several changes implemented by GSA: 1) paper contract requires just about all paper used in the County to be Chain of Custody (CoC) Certified with two exceptions photographic and laser quality paper. 2) computer to plate technology had been implemented to eliminate film, developer, and chemicals for processing plates, 3) 100% vegetable ink and citrus based cleaners, which are renewable and contain less than 1% VOC's, and 4) eliminated the use of petroleum based inks for printing and alcohol wash to clean the press plates with the exception of aqueous coating.
- Audie (GSA, Printing) pointed out that a governmental entity within a small section in South California (South Coast Air Quality Management District) established some guidelines and standards for the printers in their area to avoid harmful chemicals and air-borne pollutants. As of today, GSA's Print Shop was the only department in Florida compiling with Southern California Standards.
- Audie (GSA, Printing) said that GSA's next step is the Chain of Custody Certification (CoC). In the US and throughout the world there are three major certification organizations of forest product and forest maintenance: Forest Stewardship Council (FSC), Sustainable Forestry Initiatives (SFI), and Program for the Endorsement of Forestry Certification Schemes (PEFC). By complying with the requirements and standards of all three agencies, GSA will obtain endorsements from each and be able to use their logos in our work. It is not sufficient to say that the organization is "green", it is fundamentally important that there be proof. This is what certification does; it provides a tracking mechanism that allows GSA to follow the paper from a certified forest, through a certified paper mill, through a certified County vendor, and back to GSA's door.
- Audie (GSA, Printing) mentioned that there are two reasons why GSA is moving towards an environmentally sensitive production environment: 1) it is simply the right thing to do; 2) it makes sense. Traditionally, printing required the use of many toxic chemicals, petroleum based products and enormous amounts of paper. Advanced technology has provided real alternatives. New equipment provides the advantage of dramatically increased efficiencies, faster response time, and the opportunity to choose green production practices and supplies.
- Audie (GSA, Printing) suggested ways how the RCC can help GSA reach their goals: 1)RCC produce a report through the County Manager to the County Commission highlighting the

efforts of the GSA Print Shop towards conservation and environmental friendliness, 2)RCC request that the Government Information Center (GIC) publicize and promote these ongoing efforts; 3)RCC fund the cost of CoC certification as mandated within Section III(h)"a fund for distribution by the County to worthwhile environmental projects. Recommendation for the correct percentage to be contributed and selection of projects shall be made jointly between the Miami-Dade Resource Conservation Committee and the Environmental Advisory Task Force.

Item 4

- Tom (GSA, OTV) spoke about the curbside recycling information form. He mentioned that the vendors have suggested for the County to go single stream recycling but the County doesn't like the idea. Tom (GSA, OTV) needs to know which departments are going to be participating in the curbside recycling program by having their Facility Managers or Site Supervisors fill out the form- include materials that need to be recycled at site especially scrap metals (**see page 5**). This form was created to gather information from various Miami-Dade County facilities for the purpose of creating a contract on the recycling of items not already on existing contracts and/or consolidate existing contracts to encompass items already on contract into a more concise contract. By filling out this form, the vendors will then have an idea of the amount of tonnage of waste the County produces.
- Ana (WASD) spoke about the scheduling pick up problems she is experiencing with Southeastern Recycling Corp. (SER). Stanley (DERM) was going to set up a meeting with them next month.

Item 5

- Herb (DERM) welcomed Evita Llaguno-Feria and Stephanie Grosman from the Legal Aid Society to the RCC.

Item 6

- Herb (DERM) mentioned that Tom Plummer and Lluís Gorgoy were the ones selected to attend the Southeast Recycling Conference & Trade Show at Destin, Florida on March 1-4, 2009.
- Carlos (DERM) spoke about the dept. that had requested bins and the size that were requested: 6,152 in small bins and 51 large bins. RCC approved the bin purchase not to exceed \$20,000 dollars.
- The departments receiving the bins are as follow: BCCO, COC, MDCR, CUA, ETSD, FIN, MDFR, GSA-Facility/Mgt, GSA-Fleet, GSA-Printing, GSA-OTV, GIC, HFA, DHS, IRP, ITC, Legal Aid Society, ME, MPO, MDP, MDPD, PA, PWD, OOS, MDT, and WASD.
- Audie (GSA-Printing) is going to give the RCC a quote for the bins and labels on the next monthly meeting.
- Audie (GSA-Printing) is going to investigate why GSA could not use symbols to identify green materials in their catalog.
- Gail (PWD) spoke about her ideas on better marketing the RCC. She mentioned advertising the RCC bins in "What's New in Miami-Dade?" and main portal website.
- Marivi (GIC) spoke about the free green environmental segments in which her dept. can provide a 3 minute segment on what County depts. are doing in keeping green.
- Christopher (OSBM) mentioned several others ways of improving marketing to County staff; a) identifying the RCC through MiamiDade.gov Going Green Segments, b) recycling items by departments, c) LEED building initiatives, and d) recycling alerts. He is going to set-up a meeting with GIC to see how much they will charge the RCC and what other ways GIC can suggest to better market the RCC.
- Herb (DERM) talked about the Waste Reduction Model (WARM) that was posted on the RCC resource website which helps solid waste planners and organizations track and voluntarily report greenhouse gas emissions. WARM calculates and totals the GHG emissions of baseline and alternative waste management practices-sources reduction, recycling, combustion, composting, and land filling.

Item 7

- Herb (DERM) spoke about the 2009 National Environmental Partnership Summit that was going to be held in San Francisco. He said that this summit might be a great opportunity for the RCC to attend. The summit focuses on pollution prevention and environmental assistance including regulatory updates, resource efficiency, green businesses, research and new and clean

technologies, and community engagement success stories. Carlos (DERM) will send out e-mail to the RCC to vote on whether to attend or not to attend the summit.

Item 8

- Meeting was adjourned at 3:56 pm.

Miami-Dade Resource Conservation Committee				Minutes	
Meeting Date: February 19, 2009					2007
Attendance Roster					2008
Meeting Minutes: Carlos Medina					2009
Primary Rep.	Dept.	Alternate	Primary Initial	Alternate Initial	
Abreu, Edsel	HR	?			
Aldrich, Gale	DHS	Reese, Joann		Present	
Stridiron, Barbara	CAA	Singleton, Yolanda			
Maresma, Leonel	LIB	Gorgoy, Lluís		Present	
Balfour, Herb	DERM	Hernandez, Sara	Present	Present	
Bazzani, Manuel	Aviation	Buenconsejo, Rod		Present	
Beltran, Mayra	CSD	Flevaris, Bobby	Present		
Birdwell, Ruth	PA	Wyche, Corinthia	Present		
Blanc, Newton	ONC	Phillips, Caesar		Present	
Boersma, Carol	IRP	Callava-Fernandez, Maria			
Bran, Ricardo	ITC	?			
Camejo, Oscar	MPO	Palmer, Donna			
Campbell, Kyndal	Vizcaya	Rustin, Jim	Present		
Carelus, Luke	CED	?			
Casaday, Gail	PWD	Saldivar, Yadiris	Present		
Castro-Cabrera, Ana	ETSD	Bianchi, Carlos			
Caveda, Ana	WASD	Negahban, Sherry	Present		
Cornely, Tina	MAM	?			
Coughlin, Dan	GSA Store	?			
Douglass, Daniel	GSA, Fac. Mgt.	Racine, David	Present		
Edouard, Stanley	DERM	Medina, Carlos	Present	Present	
Eichenbaum, Anita	MDFR	Mur, Marcia	Present		
Fernandez, Liliana	CEO	?			
Hamilton, Mark	GSA, Fleet	Paredes, Hector			
Hope, Becky	Seaport	?			
Iglesias, Marivi	GIC	Shycko, Jaime	Present		
Jackson, Katherine	AMS	?			
Kelly, Marlon	MDCR	?	Present		
Kong, Christopher	OSBM	Horton-Tavera, Amy	Present		
Krafick, Stanley	Building	Smith, R. Terry			
Ledesma, Yvonne	ME	?	Excused		
Massa, Jeanmarie	SWM	Love, Gayle	Present		
Nisely, David	HT	?			
Perez, Edilfa	COC	?	Present		
Plummer, Tom	GSA, OTV	?	Present		
Richard, Robert	BCCO	Hendrix, Ava	Present		
Romero, Reynaldo	JAC	Edmeade, Dossity			

Rowe, Garrett	DP&Z	?		
Saboya, Maria	Elections	Konstantinidis, Anestis		Present
Sanchez, Rodzandra	COE	Cedeno, Rachelle		Present
Solomon, Bill	MDP&R	Seaman, Jon	Present	
Stringer, Amelia	HFA	?		
Taveras, Caonado	ADA	Hyam, Ilene		
Taylor, Coralee	SBD	Ferguson, Asa		Present
Thomas-Jones, Donna	FIN	Callwood, Debra	Present	
Thompson, Audie	GSA, Printing	?	Present	
Toledo, Adien	MDTA	Sharifi, Akbar	Present	
Torres, Militssa	CUA	Pezoldt, Dana		Present
Troner, Susannah	OSS	Nirmul, Devesh	Excused	
Villarreal, Angel	ASD	Diaz, Virginia		
Perez-Garviso, Martha	DPM	Smith, Doris	Present	
Guest	Dept.	Company		
Tracy Robinson	DPM		Present	

See Recycling Form Below:



Delivering Excellence Every Day

Miami-Dade County Recycle Information Form

Last Name:		First Name:		MI:
Title:			Employee ID:	
Contacts Phone #:			Extension:	
Department:			Department Code:	
Division:			Division Code:	
Section:			Section Code:	
Complete one form for each building on site.				
Building Code assigned to building:				
Facility Name:				
Facility Address:			City:	
Zip Code:			Number of Floors:	
Folio Number:				
Facility Leased: Yes <input type="checkbox"/> No <input type="checkbox"/>			Facility Owned: Yes <input type="checkbox"/> No <input type="checkbox"/>	
Building Square Footage:			Year Built:	
Lot Size:			Acres: <input type="checkbox"/>	Square Footage: <input type="checkbox"/>
Loading Dock: Yes <input type="checkbox"/> No <input type="checkbox"/>		Gated Access: Yes <input type="checkbox"/> No <input type="checkbox"/>		
Number of Employees:			Average Number of Visitors per day:	
Type of Facility:			Type of Building:	
Does this facility recycle: Yes <input type="checkbox"/> No <input type="checkbox"/>				
Materials Recycled:				
What materials are not recycled that could be recycled:				
Will Curbside Recycling work at this facility: Yes <input type="checkbox"/> No <input type="checkbox"/>				
If Curbside Recycling will not work what are the restrictions:				
Will a Modified Single Stream Recycling work at this facility: Yes <input type="checkbox"/> No <input type="checkbox"/>				
Does your site require multiple receptacles for the collection of cans/bottles: Yes <input type="checkbox"/> No <input type="checkbox"/>				
If so what types are required:				
Interior receptacles Yes <input type="checkbox"/> No <input type="checkbox"/>			Exterior receptacles Yes <input type="checkbox"/> No <input type="checkbox"/>	
How many receptacles will be required:				
Number of Interior receptacles:			Number of Exterior receptacles:	
Does your site require receptacles for the collection of other types of recycle items: Yes <input type="checkbox"/> No <input type="checkbox"/>				
If so what types are required:				

Instructions on filling out this form:

A. The Facility Manager or Site Supervisor information should be placed in the required cells to inform the bidding vendors of their sites and what problems they may encounter.

B. Information on the Department in charge of caring for and maintaining the facility. This form should only be completed by the Management of that facility. If a facility houses several Departments and falls under one management, that management should be the one completing this form.

C. Information pertaining to the facility.

1. The Building Code is mentioned in the attached in the list of building assigned to this contract. If a building or facility is missing and is requested to be on this contract, the form can be completed and a Building Code will be assigned when returned.

2. Please check the address on the attached list to insure that the information provided to the vendor will be correct. Fill in the correct address and inform us of any mistakes or changes.

3. The Folio Number can be found for a particular site by going to the Property Appraiser web site: <http://gisims2.miamidade.gov/myhome/propmap.asp>

4. Finding out if a facility is lease or owned may determine who is responsible for recycling for a particular site. In the case of leased buildings, is the landlord responsible or would this fall under the responsibility of Miami-Dade County.

5. Information on the size of the facility, number of employees and visitors is required and will assist to determine the frequency of pick up.

6. Fill out this form for each building located at a facility.

D. Miami-Dade County has facilities that are large and cannot be serviced by using the Curbside approach of recycling. Other sites are small and can utilize the curbside approach of recycling.

This form will help determine which site can utilize one or the other approach.

1. Determine if your site already recycles and what items, and if so who is responsible.

2. Determine the needs of your site and what items can be recycled that do not already have an existing contract or what items can be placed under this new contract.

3. Determine if Curbside recycling is possible.

This form was created to gather information from the various Miami-Dade County facilities for the purpose of creating a contract on the recycling of items not already on existing contracts and/or consolidate existing contracts to encompass items already on contract into a more concise contract.

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