



**Management Coordination Committee (MCC) Meeting Minutes  
February 16, 2021**

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**ATTENDANCE**

**MCC Members:**

- Darrell Rodgers, PH SKC, MCC Chair
- Susan Fife-Ferris, SPU, MCC Vice-Chair
- Jeff Gaisford, KC SWD
- Joan Lee, KC WLRD
- Kevin Schilling, SCA, City of Burien

**Other Attendees:**

Maythia Airhart, KC WLRD	Minty LongEarth, PH SKC	Lynda Ransley, SPU
Lucy Auster, KC SWD	Tracee Mayfield, PH SKC	Emmanuel Rivera, KC WLRD
Ali Blum, KC WLRD	Julie Mitchell, KC SWD	Linda Van Hooser, PH SKC
Alice Chapman, KC WLRD	Kristin Pace, PH SKC	Steve Whittaker, PH SKC
Ashley Evans Pedersen, KC WLRD	Kristin Painter, KC WLRD	Madelaine Yun, PH SKC

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**GENERAL BUSINESS**

**MCC Minutes**

MCC reviewed and approved the January 19, 2021, meeting minutes without revisions.

**Announcements**

None

**DISCUSSION ITEMS**

**Racial Equity Feature**

In honor of Black History Month, Minty LongEarth shared a [video](#) featuring Crystal Valentine’s spoken word performance, “Black Privilege.”

**Fiscal Policy and Procedures**

Maythia Airhart and Madelaine Yun shared a final draft of the Program’s updated Fiscal Policy document, which incorporated MCC member feedback. The main purpose for the update is to improve organization and clarity and reflect current practices, and to add provisions for addressing partner errors in payments and reimbursements. MCC members, during their work session, requested a change to the time allowed for requesting reimbursements for over or under payment. The change will be from two years to a three-year rolling period from time of payment.

**DECISION:**

MCC voted to approve the updated Fiscal Policy with the requested change.

## **2021-2022 Partner Agreements**

Lynda Ransley shared that MCC members, during their work session, reviewed and discussed the final draft of the updated 2021-2022 Partner Agreements document. All agreed that the document is ready for final approval.

### **DECISION:**

MCC voted to adopt the 2021-2022 Partner Agreement template as written and presented in the February 16, meeting packet.

## **Local Solid Waste Financial Assistance (State) Grant Distribution**

Ashley Pedersen and Lucy Auster provided information about Washington State's Local Solid Waste Financial Assistance (LSWFA) Grant. Funding is provided to local governments to plan and implement their local solid and hazardous waste management systems and to support local enforcement of solid waste laws. The amount available in a biennium depends on legislative appropriation. LSWFA funds are allocated to local jurisdictions based on population.

Early in the Hazardous Waste Management Program's existence, there was local agreement that the MCC was the most appropriate entity to decide the allocation of the LSWFA funds within King County. This was because the MCC oversees the Program and because it is a multi-jurisdictional forum that includes the cities of King County (through Sound Cities Association), the City of Seattle, and King County. The MCC has allocated the LSWFA funding since that time. This role is specified in the Program's Fiscal Policy.

Staff recommendation is to allocate the 2021-2023 LSWFA funding at 20 percent for the Hazardous Waste Management Program and 80 percent for King County and city solid waste programs. This provides more funding to the cities, while also maintaining some level of Haz Waste Program funding.

### **DECISION:**

MCC voted to approve the LSWFA funding allocation of 20 percent for the Hazardous Waste Management Program and 80 percent for King County and city solid waste programs.

## **Management Plan Update**

Kristin Pace provided an update on project status and shared the vision for how the Plan Update document will be constructed. The focus will be on useable information for decision making, guidance, and planning, with 20-30 pages of primary content and details in appendices. The document will be designed as an interactive PDF to provide a more visual and clickable experience for the reader.

Kristin also presented the proposed vision of how strategies and related actions, addressing the three Program goal areas (stated below), will be presented and laid out in the Plan Update document.

- Protect people and the environment from hazardous materials
- Focus our efforts on the most impacted and vulnerable
- Be good stewards of our resources

MCC members all agreed that the vision for the Plan Update document design and structure sounded good.

## **UPDATES**

### **Director's Report**

Lynda provided her monthly report in writing, along with the 4th quarter 2020 performance report.

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**Next Meeting:** March 16, 2021, 10 a.m.-noon, Teleconference