



APPENDIX

H

Seattle Solid Waste Advisory Committee (SWAC) Participation in Planning



May 30th, 2022

State of Washington
Department of Ecology

RE: Documentation of Seattle SWAC involvement in development of 2022 Solid Waste Plan Update: Moving Upstream to Zero Waste

To the State of Washington Department of Ecology:

The Seattle Solid Waste Advisory Committee (SWAC) offers this letter as documentation of its involvement in the development process of the *2022 Solid Waste Plan Update: Moving Upstream to Zero Waste* (2022 Plan Update).

The SWAC has had continual and significant involvement in the development and support of this plan update throughout the process of its creation. Our involvement began in 2018, with SPU providing an overview of the following: the update process and schedule; the anticipated updates that would be in the plan; how the Environmental Justice and Service Equity (EJSE) Team would be working with all involved parties to apply a racial equity lens and toolkit to the process; and the development of a strategy for public involvement.

Once the update process was underway, SWAC was continually kept up-to-date on the progress by SPU, and had the opportunity to discuss and comment on many key elements, such as the following:

- Work on the plan in partnership with the Community Connections (CC) program, including key takeaways from conversations with CC partner organizations.
- Work on the plan in partnership with solid waste industry stakeholders.
- The Contamination Reduction and Outreach Plan.
- The individual recommendations of the 2022 Plan Update, and the process for their development.
- The plan for public outreach and comment gathering.

Additionally, at two different points within the process of the 2022 Plan Update (middle and end), the SWAC took up the work of reading and discussing the entire plan as a group. SWAC members were assigned two to three chapters to read individually, and then came together to educate their peer committee members and discuss, question, and comment on as a group.

Finally, SWAC members contributed to the public outreach campaign through the use of their own social media, professional, and citizen networks, as well as by submitting public comments of their own.

More details of SWAC involvement can be found within the SWAC's monthly meeting minutes, as well as in the attached document: "SWAC Involvement in *2022 Solid Waste Plan Update: Moving Upstream to Zero Waste* 2018-present". The meeting minutes are available at SPU's SWAC web page at: <https://www.seattle.gov/utilities/protecting-our-environment/volunteer/solid-waste-advisory-committee>.

In its future work, as expressed by its [charter](#), the SWAC will continue to utilize and engage with this new planning document, which SWAC recognizes as a comprehensive, modern, and valuable update to the City’s guiding Solid Waste Plan. The members of the SWAC are very grateful for all of the hard work invested by SPU in the creation of this document, as well as in assisting us to fully and regularly stay involved in the process.

Respectfully, SWAC Officers:

Joel Dashnaw, Co-Chair 






Brie Kuhn, Co-Chair *Brie Kuhn*
Brie Kuhn (Jun 14, 2022 07:51 PDT)


Celine Fujikawa, Secretary *Celine Fujikawa*
Celine Fujikawa (Jun 14, 2022 08:23 PDT)

SWAC Involvement in 2022 Solid Waste Plan Update: Moving Upstream to Zero Waste | 2018–present

This document details the involvement of Seattle Public Utilities’ Solid Waste Advisory Committee (SWAC) in the *2022 Solid Waste Plan Update: Moving Upstream to Zero Waste (2022 Plan Update)*. In 2018, SPU started drafting what was intended to be the *2019 Solid Waste Plan Amendment to the 2011 Solid Waste Plan Revision: Picking Up the Pace Toward Zero Waste (2011 Plan Revision)*. However, the *2019 Solid Waste Plan Amendment* was not completed, due to impacts of COVID-19 and other mitigating factors. The current version of Seattle’s plan is the *2022 Plan Update*. For clarity, the summary below refers to the various versions of the plan simply as the *2022 Plan Update*.

SWAC Meeting	Presenter	Notes	Content Shared
June 2018 (6/6/18)	Cascadia Consulting Group (Heather Levy)	<ul style="list-style-type: none"> • Provided a preview and sense of the process, scope, scale, and timing of the project 	Notes and slides
September 2018 (9/5/18)	David Hare & Michael Davis	<ul style="list-style-type: none"> • Shared how SPU’s Environmental Justice and Service Equity Division was actively working with David Hare and the consultant team to apply a racial equity lens, including conducting a Racial Equity Toolkit and developing a public involvement strategy for the <i>2022 Plan Update</i> 	Notes
October 2018 (10/3/18)	David Hare & Cascadia Consulting Group (Heather Levy)	<ul style="list-style-type: none"> • Gave overview of anticipated updates contained in the <i>2022 Plan Update</i> • Provided update about project structure and schedule 	Notes
November 2018 (11/3/18)	Cascadia Consulting Group (Heather Levy & Jessica Branom-Zwick)	<ul style="list-style-type: none"> • Surveyed SWAC about their topics of greatest interest for deeper discussion in future meetings 	Notes

SWAC Meeting	Presenter	Notes	Content Shared
December 2018 (12/5/18)	David Hare & Cascadia Consulting Group (Jessica Branom-Zwick & Andrea Lai)	<ul style="list-style-type: none"> Reviewed results of November survey of SWAC members Discussed top two topics selected by SWAC in November survey: (1) goals & metrics and (2) waste prevention 	 December 2018 CSWMPA SWAC Pre:  December 2018 SWAC Notes.pdf
April 2019 (4/3/19)	David Hare & Katie Lynd	<ul style="list-style-type: none"> Outlined the timeline for SWAC involvement Discussed the plan for communications and public involvement Conducted an interactive exercise to prioritize communication tactics for public review (results attached) 	Notes  April 2019 CSWMPA SWAC Comms Tactic
June 2019 (6/5/19)	David Hare, Sam Keller, Cascadia Consulting Group (Jessica Branom-Zwick)	<ul style="list-style-type: none"> Gave overview of work on <i>2022 Plan Update</i> in partnership with SPU's Community Connections Program, including key takeaways from conversations with Community Connections partner organizations Provided overview of findings from interviews with solid waste industry stakeholders Discussed program alternatives being considered for recommendations 	Notes  June 2019 CSWMPA SWAC Presentation.
September 2019 (9/4/19)	Katie Lynd & Cascadia Consulting Group (Jessica Branom-Zwick)	<ul style="list-style-type: none"> Talked about public comment process and survey topics Gave overview of process for developing program recommendations Walked through individual recommendations 	Notes  September 2019 CSWMPA SWAC Pre:
October 2019 (10/2/19)	SWAC Members (Dirk Wassink & Alessandra Pistoia)	<ul style="list-style-type: none"> SWAC Chair, Dirk Wassink, and Vice-Chair, Alessandra Pistoia, led SWAC members through a series of breakout group discussions on portions of the <i>2022 Plan Update</i> to evaluate the recommendations it contained 	Notes

SWAC Meeting	Presenter	Notes	Content Shared
November 2019 (11/6/19)	Socorro Medina	<ul style="list-style-type: none"> Explained reasons for postponing the public comment period and provided update on status of the document and obtaining the necessary approvals to proceed SWAC members continued discussing their comments regarding the <i>2022 Plan Update</i> 	Notes  SPU CSWMPA 2019 Stakeholder Engagem
January 2020 (1/7/20)	Susan Fife-Ferris	<ul style="list-style-type: none"> Provided update on internal SPU and public review process for <i>2022 Plan Update</i> 	Notes
March 2020 (3/4/2020)	Socorro Medina	<ul style="list-style-type: none"> Gave an overview of the <i>2022 Plan Update</i> and held question and answer session about plan contents with SWAC Received SWAC feedback and questions to address in the <i>2022 Plan Update</i> 	Notes
August 2020 (8/5/20)	Susan Fife-Ferris	<ul style="list-style-type: none"> Provided update that SPU received approval to move forward with the <i>2022 Plan Update</i> 	Notes
November 2020 (11/4/20)	Susan Fife-Ferris	<ul style="list-style-type: none"> Briefed SWAC on the Contamination Reduction & Outreach Program (CROP), a new requirement that SPU must prepare by July 1, 2021 and incorporate into the <i>2022 Plan Update</i> 	Notes
December 2020 (12/2/20)	Susan Fife-Ferris	<ul style="list-style-type: none"> Briefed SWAC that, on guidance from Ecology, SPU must prepare a “revision” rather than an “amendment,” as originally planned Explained factors leading to delays in updating the <i>2011 Plan Revision</i> Described why preparing a “revision” requires more time to complete than an “amendment” 	Notes
January 2021 (1/6/2021)	Susan Fife-Ferris	<ul style="list-style-type: none"> Updated SWAC on new timeline for a revision of the <i>2011 Plan Revision</i> 	Notes
February 2021 (2/3/21)	Socorro Medina & Becca Fong	<ul style="list-style-type: none"> Led a presentation on the CROP, including outlining the contents of the CROP and the timeline for completing it by July 1, 2021 Determined that SWAC would provide feedback on the draft CROP at the March or April 2021 SWAC meeting 	Notes
April 2021 (4/7/21)	Stephanie Schwenger	<ul style="list-style-type: none"> Reviewed status of the <i>2022 Plan Update</i> and outlined key upcoming project milestones 	Notes

SWAC Meeting	Presenter	Notes	Content Shared
May 2021 (5/5/21)	Socorro Medina	<ul style="list-style-type: none"> Presented on the CROP, which concerns how to improve the quality of traditional recyclable materials, including: <ul style="list-style-type: none"> Current strategies for contamination reduction Future strategies for contamination reduction Next steps and timeline 	Notes
September 2021 (9/1/21)	Stephanie Schwenger	<ul style="list-style-type: none"> Shared a <i>2022 Plan Update</i> presentation that provided a high-level refresher and next steps for the SWAC's involvement 	Notes
October 2021 (10/6/21)	Stephanie Schwenger	<ul style="list-style-type: none"> Provided a "Chapter Summaries" document to SWAC members that distilled the contents and recommendations of 10 chapters in the <i>2022 Plan Update</i> to six pages Discussed the status of the <i>2022 Plan Update</i> and encouraged SWAC members to provide feedback and questions SWAC officers discussed the best way to support SPU in providing feedback to the <i>2022 Plan Update</i> at their next meeting SWAC members expressed preference to split into groups and divide the chapters among the groups to provide review and feedback 	Notes
November 2021 (11/3/21)	Katie Lynd	<ul style="list-style-type: none"> Presented on parameters of SWAC's review of the draft <i>2022 Plan Update</i>, explained why SWAC reviews the <i>2022 Plan Update</i> before the general public, and outlined the timeline and next steps of SWAC's review of the <i>2022 Plan Update</i> 	Notes
December 2021 (12/1/21)	Katie Lynd	<ul style="list-style-type: none"> Shared a presentation to discuss SWAC's involvement in strategy and tactics for the public comment period of the <i>2022 Plan Update</i>, covering the following topics: <ul style="list-style-type: none"> Proposed public comment survey topics Outreach strategy Connecting with diverse communities 	Notes
January 2022 (1/5/22)	SWAC Members	<ul style="list-style-type: none"> Provided summaries of the <i>2022 Plan Update</i> chapters they were assigned and shared their feedback with the <i>2022 Plan Update</i> project manager, Stephanie Schwenger SPU encouraged all SWAC members to read the executive summary and answered questions from SWAC members about the content they read in the draft <i>2022 Plan Update</i> chapters 	Notes
February 2022 (2/2/22)	Stephanie Schwenger	<ul style="list-style-type: none"> Updated SWAC on the status of the <i>2022 Plan Update</i> 	Notes
March 2022 (3/2/22)	Katie Lynd	<ul style="list-style-type: none"> Briefed SWAC on the public comment period, including process steps and timeline Offered opportunity for SWAC to review the public comment materials by March 11, 2022 	Notes

SWAC Meeting	Presenter	Notes	Content Shared
May 2022 (5/4/22)	SWAC Members	<ul style="list-style-type: none"> Discussed Ecology's requirement for evidence of SWAC participation in the development of the <i>2022 Plan Update</i> and suggested options for documenting their involvement 	Notes
May 2022 (5/30/22)	SWAC Members	<ul style="list-style-type: none"> Provided a letter summarizing SWAC's involvement in the development of the <i>2022 Plan Update</i> 	(see above)
June 2022 (6/1/2022)	Katie Lynd & Stephanie Schwenger	<ul style="list-style-type: none"> Briefed SWAC on the results of the <i>2022 Plan Update</i> public comment period, including a summary of comments received 	Notes
October 2022 (10/5/22)	Quinn Apuzzo	<ul style="list-style-type: none"> Notified SWAC that Ecology had completed its review of the Preliminary Draft of the <i>2022 Plan Update</i> and determined it to be compliant with RCW requirements for comprehensive plans Explained that SPU was reviewing Ecology's comments and suggestions and working to create a final version of the <i>2022 Plan Update</i> and accompanying resolution for City Council adoption at the beginning of 2023 	Notes
January 2023 (1/4/23)	Quinn Apuzzo	<ul style="list-style-type: none"> Provided an update and discussed the 2022 Plan Update adoption timeline and next steps in the process Provided opportunity to review documentation of Ecology's comments on the Preliminary Draft SWAC voted unanimously to waive final review of the waste reduction and recycling (WRR) element of the Plan Update provided that no substantive changes were made to the WRR elements of the Final Draft Plan between their last review and local adoption 	Notes
January 2023 (1/26/23)	Quinn Apuzzo	<ul style="list-style-type: none"> Shared with SWAC, via email, the final version of the 2022 Plan Update, which did not include substantive changes in the WRR element from the Preliminary Draft 	
February 2023 (2/6/23)	Quinn Apuzzo	<ul style="list-style-type: none"> Shared documentation of Ecology's comments on the Preliminary Draft of the 2022 Plan Update with SWAC, which SWAC had been briefed on in October 	
April 2023 (4/4/23)	Wendy Weiker, SWAC Vice Chair	<ul style="list-style-type: none"> Speaking on behalf of SWAC, Vice Chair Wendy Weiker, made a statement in support of the adoption of the 2022 Plan Update at the April 4 Transportation & Seattle Public Utilities Committee meeting 	Recording
April 2023 (4/20/23)	Stephanie Schwenger	<ul style="list-style-type: none"> Notified SWAC of City Council's unanimous adoption of the 2022 Plan Update via email Confirmed that no substantive changes had been made to the 2022 Plan Update since submission of Preliminary Draft or SWAC's final review and local adoption 	