



**SPU Solid Waste Advisory Committee (SWAC)**

September 5, 2018 Meeting Notes  
Seattle Municipal Tower, 700 Fifth Avenue  
Room 4901  
5:30 pm – 7:30 pm  
*Chair: Holly Griffith*  
*Secretary: Adam Maurer*

Committee Members	Present?	SPU Staff	Role
Quinn Apuzzo	N	Sheryl Shapiro	CAC Program Manager
Holly Griffith	Y	Natasha Walker	CAC Program Coordinator
Emily Newcomer	N	Susan Fife-Ferris	Division Director, SPU Solid Waste Planning and Program Management
Colin Groark	N	Sego Jackson	Solid Waste LOB Policy Liaison
James Subocz	N	Dave Hare	Planning Strategic Advisor, Solid Waste Planning and Program Management
Alan Garvey	Y	Michael Davis	Division Director, Environmental Justice and Service Equity
Amelia Fujikawa	P		
Adam Maurer	Y		
Rachtha Dahn	P	<b>Guests</b>	<b>Affiliation</b>
Alessandra Pistoia	Y	Heather Trim	Guest
Dirk Wassink	Y	Joel Dashnaw	Guest

**1. Regular Business**

SWAC Chair, Holly Griffith called the meeting to order at 5:37 PM

- Members and guests introduced themselves.
- Meeting notes from August were sent electronically for approval.
- Sheryl indicated emergency exits and exit procedures.

**2. Solid Waste LOB Updates**

Susan Fife-Ferris, Division Director, Solid Waste Planning and Program Management & SWAC/Solid Waste LOB Liaison, Segeo Jackson, provided a few Solid Waste Line of Business and legislative updates.

- **Solid Waste Comprehensive Management Plan Amendment:** The amendment is underway; an update will follow later in the meeting.
- **Responsible Recycling Regional Task Force (RRTF):** The Task Force is comprised of a group of local jurisdictions and recycling haulers meeting once per month to look at how to move forward given the China Blue Skies Initiative. The group is exploring how to address these issues on a more regional level. **Chris Toman, former SWAC Co-Chair,** was present at the latest RRTF meeting on behalf of Amazon. The Director of Sustainable Packaging for Amazon will be meeting with SPU this week. The recent RRTF meeting included a presentation by Nina Goodrich of the Sustainable Packaging Coalition about the How to Recycle label system.
- If SWAC wants more information, **Segeo or Susan may be able to share the PPTXs.**

- **PBS Newshour:** PBS was in town to learn more about plastics recycling and contamination. They toured LENZ and Republic’s MRF, interviewed a representative of Ivar’s Seafood restaurants, Taco Time, and SPU General Manager, Mami Hara, on plastics and SPU packaging initiatives. The segment will potentially air the week of September 17:  
<https://www.pbs.org/newshour/show/why-it-will-take-more-than-basic-recycling-to-cut-back-on-plastic>)
- **Construction Waste Collection Contract Request For Proposal (RFP):** The RFP should be posted in the next couple days, with proposals due in October. This contract is separate from curbside collection contracts. Katie Kennedy and Hans Van Dusen are the SPU leads.
- **Big Think on Food Rescue:** SPU is planning a “Big Think” to brainstorm what can be done, structurally and locally, to address food waste. The event will be led by SPU’s Liz Fikejs and is invitation-only. Susan shared Pacific Coast Collaboration and other food rescue/recovery efforts underway down the Coast. For example, the **Global Climate Summit** is taking place in California and an affiliated event will be highlighting some of the food waste efforts underway. Mayor Durkan will not be able to join for the event, but some zero waste commitments will be made related to food waste reduction.

### 3. SPU Race and Social Justice / Service Equity

This topic is part of a series of SWAC meetings on the City of Seattle’s Race and Social Justice Initiative to explore what that Initiative means for SPU work, and how SPU’s Community Advisory Committees can play a role in advancing that work. Members were asked to watch SPU’s “Why Equity” video in advance of this meeting, seen here:

<http://www.seattle.gov/util/AboutUs/SPUandtheCommunity/ServiceEquity/index.htm>

Sheryl Shapiro shared history on the City’s 2035 City-wide Comprehensive Plan, which was the first time a Growth and Equity Analysis was part of Environmental Impact Statement for the City’s Comprehensive Plan. The Plan explicitly affirms Race and Social Justice as one of the core values which guide the goals and policies of the Plan. This is notable because the Plan offers the framework and vision for growth and sustainability in the City, and guides big-picture decisions, including those made by SPU. SPU specifically focused on two Elements of the Plan: Utilities and Environment. For the documents, see:

<http://www.seattle.gov/opcd/ongoing-initiatives/comprehensive-plan#projectdocuments>

SWAC members watched the Seattle Public Utilities 2017 Race and Social Justice Report to Seattle City Council presented on 4/24/18. The video can be viewed here: <http://seattlechannel.org/mayor-and-council/city-council/2018/2019-civil-rights-utilities-economic-development-and-arts-committee?videoid=x91004>

In the video, SPU leadership, management, RSJI Change Team Co-Chairs and Branch Equity Team members from 3 lines of business shared updates on various Race and Social Justice Initiatives. They noted that the Seattle Office of Civil Rights also has a liaison to the work at SPU. Highlights included:

- ✓ Developing a strategic relationship between the RSJ Change Team and the SPU Executive Team.
- ✓ Applying the Racial Equity Toolkit (RET) to the 1996 Graffiti ordinance.
- ✓ WMBE (Women Minority Business Enterprises) wins and challenges, including the importance of prompt payment. This was an example of SPU monitoring their own internal performance to evaluate impacts to WMBE businesses.

- ✓ EJSE Community Partnership Program, reviewing the results of the 2016-2017 pilot project and discussing the goals for the program in 2018.
  - ✓ Implementation of the Branch Equity Team (BET) model, along with anecdotes from three members.
- **A SWAC Member** inquired about how the BETs document their conversations. Staff responded that it varies by SPU Branch. For the Solid Waste Branch, there are two chairs and one notetaker. Each subcommittee reports at monthly meetings, where notes are recorded. Another staff added that the chairs from each Branch meet together and report on progress or notable achievements; notes are generated from that meeting which are filtered into the presentations provided to management and City Council.
  - **A SWAC Member** asked if the BET curriculum is the same across all Branches. Staff responded that there is a document that outlines core trainings and competencies and specifies which should be required or optional and a suggested sequence. Staff said they could bring more information about the curriculum, which is a combination of theory and application, for SWAC to explore in the future. A CAC member added that they were interested in attending some of the RSJ trainings that had been discussed. Sheryl spoke about the time commitment required for such training (beyond a typical SWAC meeting scope) but also discussed providing some self-led learning options through articles, books, videos, and community events and presentations.
  - **A SWAC Member** asked how BETs develop their workplans. Staff responded that each Branch BET identifies areas that are relevant to their work to focus on, such as contracts, employee training and development, or data/metrics. This is because equity needs vary widely between lines of businesses. Additionally, the BET Program has developed topics that each branch BET must touch on. Sheryl added that each City department, including SPU, has a RSJ Change Team is linked to the city-wide work through the Office of Civil Rights. The SPU Change Teams has members who are also serving on BETs which helps to create a broader view of SPU-wide issues and work.
  - **A SWAC Member** asked if the BET model was a borrowed structure, or if SPU had created the model. Staff responded that the RSJ Initiative has been evolving since the 1990s, with the EJSE Division forming at SPU in 2005. The goal was to integrate RSJ into everyone's work and embed RSJ principles in the Utility. The BET model is unique to SPU and was a result of working to ensure there is direct RSJ connection throughout SPU.
  - **A SWAC Member** inquired about the staff make-up of BET team. Staff responded that it varies by SPU branch. For some Branches, such as Solid Waste, supervisors must serve on the BETs. Staff explained that this is because the Solid Waste Branch feels that in order for the BET work to be successful, it must be supported from the top. For the Drainage & Wastewater Branch, the BET Team is comprised of staff across all levels of the Branch.

#### 4. Solid Waste Comprehensive Plan Update

David Hare, Planning and Strategic Advisor, Solid Waste Planning and Program Management Division, gave an update on the Solid Waste Comprehensive Plan amendment. Hare explained that the team has begun working with SPU's Environmental Justice and Service Equity (EJSE) team to develop a new strategy for public involvement in the Plan. Hare shared that together with EJSE, they linked SPU

recycling goals with Solid Waste service equity goals. The two are intertwined and dependent upon one another, he explained: to meet a 70% City-wide recycling goal, we need 100% of the community participating.

Michael Davis, EJSE Division Director, joined the meeting to share how EJSE has been actively working with Hare and the consultant team to apply a racial equity lens. Davis added that in addition to the Comprehensive Plan amendment, EJSE has been working across the Utility, including Local Hazardous Waste Management Program's 2020 Comprehensive Plan Update. The RSJ Equity Toolkit application for them indicates a more strengthened way to engage customers in appropriate household hazardous waste and disposal.

Davis provided a brief overview of the Equity Toolkit, which begins with defining a problem statement and later identifies resources to help solve the problem. A Stakeholder Analysis is used to not only better understand who the stakeholders are, but what role they play in decision making. The Toolkit is also used to define explicit racial equity outcomes. It is intended to serve as a process/tool to use throughout the lifecycle of a project. The goal, Davis explained, is develop a grounding around a racial equity vision that will be carried forward with whomever is handling the Plan.

Davis said they will return to SWAC with a completed Racial Equity Toolkit and will guide SWAC through the process to better understand how it impacts the Comprehensive Plan Update. The goal of the Toolkit is to identify where potential racial impacts are, and ultimately account for them before the Plan is fully developed.

- **A staff member** asked about equity issues in contracting and grant work, especially as they relate to WMBE firms. Staff responded that there is a Department-wide look at the granting process and how to make it more efficient and effective. EJSE staff are on the team looking at this and hope to have an update on this next year as it is a priority of Ken Snipes, SPU Chief Administrative Officer.

**Hare shared a tentative timeline of SWAC involvement going forward:**

- **October:** A more comprehensive look at the Plan update, including a more robust discussion on equity components of the Comprehensive Plan.
- **November:** Presentation on the Public Involvement Plan (PIP).
- **December:** First look at the Framework for Plan updates.
- **January:** Discovery Sessions in communities, to include dates and times for outreach.
- **May:** Final first draft will be brought to SWAC.
- **July:** Comments, final review.
- **August:** Final Draft for review and approval.

**5. King County Equity Maps**

CAC Program Coordinator, Natasha Walker, presented a series of maps put together by King County's Equity & Social Justice group. She explained that at a previous Creeks, Drainage & Wastewater Advisory Committee (CDWAC) meeting, a CDWAC member had shared how he had used these maps in the process of applying for a grant. Walker focused on the Equity Index, a layer in the map. The King County Census Viewer overlays census data and can be viewed here:

<https://www.kingcounty.gov/elected/executive/equity-social-justice/tools-resources/maps.aspx>

Sheryl Shapiro asked members to consider what kind of equity considerations/questions CAC members should keep top-of-mind when examining SPU projects and programs. She noted that it was a past SWAC member that had first generated the idea of having an ongoing list of questions to keep at the forefront of SWAC discussions, to help members develop a RSJ lens as they go about their work.

Staff shared that SPU's Hans VanDusen has done some GIS mapping of service complaints to examine service equity issues. Specifically, the team has been examining reporting of sharps and illegal dumping. The results offer an opportunity to examine what communities are not being served, and begin to explore what those barriers may be.

Sheryl Shapiro added that the Drainage and Wastewater Branch has been doing similar work and that **she would also share a link to a SPU-generated video discussing inequitable Claims processes**. Claims are a good example of how the Utility is applying the RSJ lens to our work.

- **A SWAC Member** asked if there is a map layer for recycling rates across the City. Staff responded that in order to provide that, waste characterization at the curbside level would have to exist. That currently only exists for some sectors, and only occasionally. They added that King County does some work at the curbside level that could possibly be extrapolated.

## 6. Around the Table & Community Insights

- **A SWAC Member** shared that they visited the South Transfer Station. Cool; surprised they separated as many things as they do.
- **A SWAC Member** shared that they attempted to recycle a hot tub cover at Styro Recycle in Kent. The member learned that they don't recycle it because it absorbs moisture, and the moisture causes issues with the machine. So the member went through the line to recycle it at South Transfer Station, and found out it wasn't recyclable, so had to pay to dispose of it.
- **Staff shared the following updates:**
  - 9/6/2018: Recology hosting a reception for their artist in residence. **Sheryl will send that link tonight.**
  - 10/24/2018: The Save the Date for the All-CAC Meeting has been sent. Please join us for a joint meeting of all three Committees to discuss SPU's Risk and Resiliency Assessment Framework.
  - A new CAC Program recruitment flyer has been developed; it was passed around.
  - There is a Civil Rights, Utilities, Economic Development & Arts (CRUEDA) Council meeting on Tuesday, September 11. There are a few notable SPU activities taking place including the presentation of the Water System Plan (WSP), new Drainage & Wastewater rates. In addition, two CAC members will be providing public comment on the WSP and two CDWAC members are being appointment to SPU's Customer Review Panel for the Strategic Business Plan.

**Adjourned 7:33PM**