



## Resource Conservation Committee (RCC) Meeting

Thursday, 11/20/08

Minutes by Carlos Medina (DERM)

### Item 1

- RCC Meeting was called to order by Herb Balfour (DERM) at 2:20 pm.

### Item 2

- RCC approved October minutes.

### Item 3

- John (SER) spoke about his company's procedures and reports. He stated that the October report was sent out to the RCC along with a \$3,097.10 check for the County's recycling efforts.
- John (SER) said that it is very important for the County to keep on recycling; even though the price for recycling has declined (more trash is being dump in landfills than recycling). For right now, his company is experiencing a loss, but he is optimistic that prices will start to change within 6 months to a 1 yr as the demand increases.
- John (SER) mentioned that his drivers cannot wait for County employees to sign collection receipts if there is no one in the department to sign for it; usually this occurs early in the mornings before County bldgs open for business.
- Daniel (GSA, Fac. Mgt.) pointed out that he was pleased with SER's performance and in regards to collection receipts his janitorial/security staff is authorized to sign. At locations where personnel are unavailable during collection hours, SER's documentation is acceptable. This procedure was related to Mr. Ramsey at DPM via e-mail.
- John (SER) pointed out that some County bldgs have not been recycling. A RCC member mentioned that those buildings may not be County owned; but rented, or that the building managers might not have trained their janitorial staff on recycling.
- Stanley (DERM) said that SER provides janitorial training to County departments. John (SER) stated that he has not done any training in the Steven P. Clark Bldg and was wondering why? Tom (GSA, OTV) said that he will set-up a meeting with the GSA mgrs sometime next month to discuss SER training.
- John (SER) gave an overview of the current global economic situation and how it is affecting the paper recycling industry. In October the market value for paper was an average between \$80.00 to \$85.00 per ton and in November dropped to \$0.00 to \$5.00 per ton.
- Angel (ASD) stated that his dept. will need a 4 cubic yard container for newspaper and cardboard. John (SER) indicated that a 95 gallon bin(s) would be better to handle this request and his company can always provide additional bins, if necessary. Angel (ASD) agreed with SER's recommendation of adding more bins to the Animal Services' facility.
- John (SER) mentioned that there were better ways to improve the contract which will be by separating the materials, but the Committee agreed that it will be difficult to accomplish at this time.
- Michael (MDPD) said that his department was having problems with SER pick-up schedule. John (SER) will talk to Michael to improve his routing schedules to better service the Police Dept.
- Daniel (GSA, Fac. Mgt.) brought up the issue that the County will have less paper to pick-up during the holidays and that SER could do fewer pick-ups on those days. John (SER) said that his company works 365 days a year and can not stop service or provide us with a discount.
- Martha (DPM) added that any changes to the terms and conditions of the contract must go through the DPM officer, in this case Mr. Ramsey.

### Item 4

- Edsel (HR) spoke about the RCC budget and how the RCC can use this money to purchase desk recycle bins for other County departments. RCC agreed to vote on which departments need the

bins the most. Carlos (DERM) will send out an e-mail request about the desk recycling bins and gather the information to present it on the next RCC meeting.

**Item 5**

- Stanley (DERM) spoke about the mix recyclables (cans, glass, etc.) and how they have formed a subcommittee to address these issues. The subcommittee is still at its learning stage but they are gathering information to make these contracts stronger and more suitable for the County.

**Item 6**

- Carlos (DERM) talked about the concerns of RCC Annual Application program and answered some of the questions that were brought up to him, such as, **1)** Why does the program give me an error message when I don't use it for a while? **Answer:** After the program is idle for 20 minutes or more the program will automatically log off the user and the user will have to log back in. **2)** When should I use negative values? **Answer:** Negative values should be used within the tabs of **RECYCLING & REUSE** and **POLLUTION PREVENTION PRACTICES** where the word cost is mentioned. These values must be entered with a negative sign in front (ex: -89.00) for the field to recognize the value as a cost, revenue should be entered as a positive number (ex: 89.00). In the **ENVIRONMENTAL PREFERABLE PURCHASING** the word price means how much did you spend on purchasing the material(s) and should be entered as positive number. If these cost(s) or price(s) are incorrectly expressed as a negative or positive value in the application the reports will incorrectly calculate the figures. **3)** I don't find the SAVE and CANCEL buttons at the bottom of my screen. **Answer:** The user has four options: **a)** log off and restart application, **b)** press the refresh button, **c)** click on a different month and press search then click back to the month the user was working on **d)** The user is placing his/her information on the wrong month or year- data must fall within County's FY (Oct 1<sup>st</sup> thru Sept. 30<sup>th</sup>) to be accepted.
- Herb mentioned that all RCC Committee representatives need to place their information in the RCC application, if not their Directors will be contacted.

**Item 7**

- Stanley introduced the new members to the RCC Committee; Rick Martinez (AOC), Lourdes Gonzalez (AOC), Edilfa Perez (COC), and Martha Perez-Garviso (DPM)

**Item 8**

- Stanley (DERM) mentioned that Drakus is no longer with DPM. Martha Perez-Garviso will replace Drakus. He stated that it is required for DPM and GSA to be present to all RCC meetings.
- Stanley (DERM) said that GSA should start identifying all green materials in their catalog with a leaf symbol so that County employees recognize recycled materials and start ordering them. Gail (PWD) said that Committee should send a letter to GSA's Director about this. Susannah (OOS) and Herb (DERM) were going to work on the letter.

**Item 9**

- Anita (MDFR) spoke about how her department created desk cardboard bins for collecting recycled paper.
- Carlos & Stanley (DERM) displayed the web changes and the labels that were created and placed on the website [www.miamidade.gov/derm/conservation\\_resources.asp](http://www.miamidade.gov/derm/conservation_resources.asp) to circulate the RCC name.

**Item 10**

- Meeting was adjourned at 3:56 pm.

Miami-Dade Resource Conservation Committee				Minutes	
Meeting Date: November 20, 2008					2006
Attendance Roster					2007
Meeting Minutes: Carlos Medina					2008
Primary Rep.	Dept.	Alternate	Primary Initial	Alternate Initial	
Abreu, Edsel	HR	?	Present		
Aldrich, Gale	DHS	Reese, Joann		Present	

Atkins, William	CAA	Singleton, Yolanda	Present	
Balfour, Herb	DERM	Hernandez, Sara	Present	Present
Bazzani, Manuel	Aviation	Buenconsejo, Rod	Present	Present
Beltran, Mayra	CSD	Flevaris, Bobby		
Birdwell, Ruth	PA	Wyche, Corinthia	Present	
Blanc, Newton	ONC	?	Present	
Boersma, Carol	IRP	Callava-Fernandez, Maria		
Bran, Ricardo	ITC	?		
Brannock, James	MDCR	Marquez, Richard		
Camejo, Oscar	MPO	Palmer, Donna		
Campbell, Kyndal	Vizcaya	Rustin, Jim	Present	
Carelus, Luke	CRD	?		
Casaday, Gail	PWD	Saldivar, Yadiris	Present	
Castro-Cabrera, Ana	ETSD	Bianchi, Carlos	Present	
Colbourne, Yvette	SWM	Massa, Jeanmarie		
Cole, Michael	MDPD	Anderson, John	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	Present	
Hope, Becky	Seaport	?		
Iglesias, Marivi	GIC	Shycko, Jaime	Present	
Jackson, Katherine	AMS	?		
Krafick, Stanley	Building	Smith, R. Terry	Present	
Kong, Christopher	OSBM	Horton-Tavera, Amy	Present	
Ledesma, Yvonne	ME	?	Excused	
Maresma, Leonel	LIB	Gorgoy, Lluís		Present
Negahban, Sherry	WASD	Caveda, Ana		
Nisely, David	HT	?		
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	Excused	
Sanchez, Rodzandra	COE	Cedeno, Rachelle		
Solomon, Bill	MDP&R	Seaman, Jon		Present
Stringer, Amelia	HFA	?		
Taveras, Caonado	ADA	Hyam, Ilene		
Taylor, Coralee	DBD	Ferguson, Asa	Present	
Thomas-Jones, Donna	FIN	Callwood, Debra	Present	
Thompson, Audie	GSA, Printing	?	Excused	
Toledo, Adien	MDTA	Sharifi, Akbar	Present	
Torres, Militssa	CUA	Pezoldt, Dana	Present	
Troner, Susannah	OSS	Nirmul, Devesh	Present	
Villarreal, Angel	ASD	Diaz, Virginia	Present	
Perez-Garviso, Martha	DPM	Smith, Doris	Present	
<b>Guest</b>	<b>Dept.</b>	<b>Company</b>		

<i>Moises Salome</i>		<i>Southeastern Recycling (SER)</i>		
<i>John Szkolnik</i>		<i>SER</i>		
<i>Jose Tovar</i>	<i>WASD</i>			