



**Management Coordination Committee (MCC) Meeting Minutes  
August 16, 2022**

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**ATTENDANCE**

**MCC Members:**

- Susan Fife-Ferris, SPU, MCC Chair
- Ryan Kellogg, PH SKC, MCC Vice-Chair
- Josh Baldi, KC WLRD
- Lorraine Patterson-Harris, KC SWD
- Corina Pfeil, SCA, Kenmore Councilmember

**Other Attendees:**

Maythia Airhart, KC WLRD	Tracee Mayfield, PH SKC	Emmanuel Rivera, KC WLRD
Mohamed Ali, PH SKC	Kazia Mermel, SCA	Linda Van Hooser, PH SKC
Alice Chapman, KC WLRD	Michell Mouton, KC SWD	Dave Ward, KC WLRD
Ashley Evans, SPU	Kristin Pace, PH SKC	Charles Wu, KC WLRD
Enrique Gonzalez, KC WLRD	Kristin Painter, KC WLRD	Madelaine Yun, PH SKC
Minty LongEarth, PH SKC		

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**GENERAL BUSINESS**

**MCC Minutes**

MCC reviewed and approved the July 19, 2022, meeting minutes without revisions.

**Announcements**

None

**DISCUSSION ITEMS**

**Racial Equity Implementation Plan Update**

Minty LongEarth and Enrique Gonzalez, Haz Waste Program Racial Equity team gave an update on the status of the Program’s Racial Equity Implementation Plan, which was adopted in 2018 and concluded in 2021. This year the team has been working on an assessment and recommendations for an update to the Plan. Goals from the Implementation Plan the Program has accomplished include increased access to and impact of Haz Waste Program services to people of color, immigrants, and low income populations by developing and growing partnerships; increased equity of services by implementing racial equity priorities. Other successes include creation of the Racial Equity Library, initiated sequential learning for Program staff to have a shared understanding and language of racial equity work, and expanded outreach to tribal partners.

**Governance Codes**

Dave Ward gave a presentation detailing the authorization of the Haz Waste Program under local code, which includes the establishment of the King County Board of Health, establishment of the Department of Public Health – Seattle & King County, establishment of the Local Hazardous Waste fund, establishment of the Management Coordination Committee (MCC), authorization and implementation of the Local Hazardous Waste Management Plan.

### **MCC Rules of Procedure Update**

The MCC rules of procedure were last updated in 2009 and contain outdated language. Most of the needed updates are merely housekeeping changes that should be adopted; however, this poses an opportunity to consider additional changes to MCC operating procedure or other changes to the document. The MCC could reconsider, for example, voting procedures, what constitutes a quorum for certain decisions, appointment of alternates to MCC members, appointment and duties of officers, and the like. Options for MCC to consider include:

- **Option 1** – The MCC may choose to make only those housekeeping edits necessary to keep the rules of procedure up to date. If so, the Program can draft those changes in underline/strikeout form and provide proposed text to the MCC for consideration at its next meeting.
- **Option 2** – The MCC may choose to consider other changes beyond housekeeping edits. If so, the MCC would need to discuss the scope of changes and operating procedures for consideration. Based on that discussion, the Program can draft proposed language for deliberation by the MCC at its next meeting.
- **Option 3** – If the MCC believes that, since the Program is in a period of transition, the timing is not right for such an update, then the Program can postpone edits to the rules of procedure to a more appropriate time.

It was decided to convene a sub-committee with an appointed representative for each of the MCC members. The sub-committee will review the rules of procedure and bring back recommended updates. Each MCC member will let Maythia Airhart know who their representative will be. Any updates will need to conform with code.

### **Q2 Performance Report and Q2 Financial Report**

Kristin Pace walked through sections and features of the online, interactive [Q2 Performance Report](#). Will continue to build and iterate and update metrics. Madelaine Yun shared Q2 budget vs. actual expenditures and revenues.

### **King County Proposed Operational and Structural Changes**

Josh Baldi gave an update on the status of work related to the County's proposed changes to the Haz Waste Program structure and fund management location. Leadership is conducting several focused engagement sessions with Program staff/lines of business to gather feedback on what is or is not working well in the current structure and how the new structure can contribute to improvements. A team has also been convened to conduct an Equity Impact Review.

## **UPDATES**

### **Director's Report**

Maythia presented the August Director's Report highlighting current areas of interest to MCC, including the Look-Ahead calendar for the next three months.

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**Next Meeting:** September 20, 2022, 10 a.m.-noon, teleconference