

**Management Coordination Committee (MCC)
MEETING MINUTES
December 16, 2025**

ATTENDANCE

MCC Members:

- Dylan Orr, Public Health – Seattle and King County (PH SKC), MCC Chair
- Rebecca Singer, King County Solid Waste Division (KC SWD), MCC Vice Chair
- Ashley Evans, Alternate, King County Water and Land Resources Division (KC WLRD) for Josh Baldi
- John Boyd, Sound Cities Association (SCA), City of Kent Councilmember
- Susan Fife-Ferris, Seattle Public Utilities (SPU)

Other Attendees:

Alice Chapman, KC WLRD	Kendrick Stewart, KC WLRD	Minty LongEarth, PH SKC
Alicia Auer, KC WLRD	Kerwin Pyle, KC SWD	Mohamed Ali, PH SKC
Amanda Miller, KC WLRD	Kevin Ha, KC WLRD	Monica Ayers, KC WLRD
Chelsea Hicks, PH SKC	Lakshmi Panikkar, KC WLRD	Myles Perkins, PH SKC
Enrique Gonzalez, KC WLRD	Laura Belmont, SCA	Pam Johnson, SPU
Halima Lozano, KC WLRD	Linda Van Hooser, PH SKC	Raevel Chea, KC WLRD
Jourdan Keith, PH SKC	Matthew Weintraub, KC WLRD	Ray Samonte, KC WLRD
Julie Mitchell, KC SWD	Maythia Airhart, KC WLRD	Ryan Kellogg, PH SKC
Justin Meyer, KC WLRD	Michell Mouton, KC WLRD	Stef Frenzl, KC WLRD
Katie Swanson, SPU		

GENERAL BUSINESS

Introductions and Announcements

Kendrick Stewart, Hazardous Waste Program Operations Manager, introduced Raevel Chea as the Program’s new Budget & Finance Officer (BFO), filling the vacancy previously held by Madelaine Yun.

Josh Baldi, MCC member, was unable to attend due to flood response activities. Ashley Evans attended as his alternate, representing the Water & Land Resources Division (WLRD).

Dylan Orr, MCC Chair, announced that Dr. Faisal Khan is no longer serving as Director of Seattle–King County Public Health (SKCPH) and that Dr. Sandra J. Valenciano has been appointed Health Officer and Interim Director. Orr will share this update with the MCC.

MCC Meeting Minutes

The October meeting minutes still required approval. Approval was deferred in November after Susan Fife-Ferris, MCC member, requested additions to better reflect her concerns regarding the Collection Services And Facility Study report. These additional comments have now been incorporated into the October minutes.

Susan Fife-Ferris moved to approve the revised October minutes, and Councilmember John Boyd, MCC member, seconded the motion.

Decision: The October 21, 2025, meeting minutes were approved.

Dylan Orr noted that, although he did not attend the November meeting, he has reviewed the minutes and is ready for a motion to approve the minutes for November 18, 2025.

Councilmember John Boyd moved to approve the minutes for November 18, 2025. Rebecca Singer, MCC Vice Chair, seconded the motion to approve.

Decision: The November 18, 2025, meeting minutes were approved.

DISCUSSION ITEMS

2026-2027 Work Plan and Spending Plan

Presenter: Halima Lozano, Business Strategy Manager and Maythia Airhart, Program Director

Maythia Airhart, Hazardous Waste Program Director, thanked agency partners and managers for their collaboration and contributions to the work plan. The plan is guided by the Program's 10-year Management Plan; and its priorities reflect ongoing momentum, responses to emerging needs, and new initiatives that will help advance progress toward our 10-year goals.

The Program is requesting MCC approval of the work plan, which covers 2026-2027 to align with the biennial budget cycle. In 2027, the Program will present an updated annual work plan to MCC approval, reflecting current progress.

Dylan Orr asked whether the Program conducts a review of the previous work plan and related performance goals.

Halima Lozano, Hazardous Waste Business Strategy Manager, responded that lessons learned are incorporated into the 2026-2027 priorities and that priority setting typically occurs earlier in the year during the biennial budget process. She noted that the presentation does not include a review of lessons learned or reporting against the 2025 metrics, but annual progress will be reflected in the Program's annual report.

Dylan Orr noted that it makes a lot of sense.

Maythia Airhart noted that MCC members have access to the Program's dashboard, which provides detailed visibility into performance measures. She added that the annual report offers both a retrospective and forward-looking view of progress. The biennial work plan reflects future priorities while building on current momentum, including some projects originally scheduled for completion last year that are now concluding. She stated that the Program will work to provide stronger narrative context around this in future years.

Dylan Orr emphasized the importance of reviewing past work plans to assess whether they were effective, whether any deviations were necessary, and why. He noted that this reflection helps clarify the value of the work plan itself and ensures that the time spent developing it translates into meaningful guidance for the Program.

Maythia Airhart noted that the Program will be coming back to the MCC with an update on progress toward the management plan, which was presented to MCC approximately one year ago.

Halima Lozano noted that the Program will report back on progress as part of the 2026 plan, as the Management Plan is now at its midpoint. She also noted that the Lines Of Business (LOBs) provide quarterly updates on their work plan activities.

Halima's Presentation

The presentation covered the 2026–2027 biennial goals, work plans, and accountability framework. Halima noted that while a formal retrospective was not available this year, future biennium will incorporate clearer reporting on progress, lessons learned, and changes to work plan priorities over time. Existing tools such as the performance dashboard, annual report, and quarterly LOB updates already provide visibility into progress, and additional narrative context will be strengthened going forward.

The biennial work plan functions as both as a forward-looking roadmap and a continuation of ongoing projects. MCC members will be asked to approve the work plan, which is guided by the 10-year management plan. Progress updates will be provided at the biennium midway point and again at the end of 2026 and 2027.

New this year, Appendix B was added in response to MCC feedback. The appendix offers an annual, high-level “punch list” of deliverables by LOBs to support clearer year-over-year evaluation. The work plan also includes budget and FTE updates by agency and program for 2026–2027.

Details of the 2026–2027 Work and Spending Plan are provided in **Item 5** of the MCC’s December 16 meeting packet. For a deeper dive of each LOB work plan and deliverables, here’s a link: [LOB work plans](#).

Q&A (from Chat)

Susan Fife-Ferris requested that Appendix B include a high-level bullet outlining next steps on Seattle facility agreement. She emphasized the need for development of a facilities agreement for Seattle (and potentially King County) that clarifies how real property and capital improvements used for Program activities are owned, operated, maintained, improved, and compensated for.

She noted that she has raised this issue for several years and stated that inclusion in the work plan is necessary for the work to proceed. She requested that development of this agreement be included in the proposed work plan for completion by the end of 2026 and reflected appropriately in Appendix B in the Collection Services section before she can approve the plan.

Maythia Airhart noted that unresolved policy questions from earlier MCC discussions, including those referenced in the March minutes, still require collective conversation with SPU. She explained that staff were hesitant to include specific items in the work plan while differing views remained among MCC members. She emphasized that this issue is a top priority and that dedicated time has been scheduled for the next meeting’s executive session to work toward a shared approach and path forward.

Susan Fife-Ferris reiterated that the overall 2026–2027 public work plan must explicitly include development of the facilities agreement.

Maythia Airhart stated that the item can be added to the work plan, but additional discussions between King County and SPU are needed to clarify the scope and agreements. She noted that staff will work with the MCC and Susan’s team in an upcoming executive session to establish a clear pathway and approach.

Dylan Orr asked about the level of flexibility to adjust the workplan and how the process accommodates changes as new issues arise.

Maythia Airhart noted that some adjustments to the work plan are possible, but they must remain within existing staff capacity and budget. She added that the Program does not currently have funding for facility related work and would need cost estimates before determining what could be included.

Halima Lozano noted that the approach is to be adaptable. Part of our work is to ensure being accountable to use resources in a way that benefits rate payers.

Dylan Orr asked why program wide Operations is reported at a high level and why Communications, Research, Racial Equity, and Government Relations are grouped together rather than presented as separate budget and work plan entities.

Maythia Airhart explained that this is a new approach that consolidates several work programs into a single category. It has been the Program's approach to present a high-level work plan with links to detailed materials. If helpful to the MCC, program wide Operations can be separated out more clearly in future presentations and work plan discussions.

Ashley Evans noted that, as Josh's alternate, any changes to the work plan or spending plan—such as the bullet Susan proposed, should be reviewed by Josh before approval.

Dylan Orr suggested moving forward with a motion to approve the work plan, contingent on adding the outstanding item later, and confirming that the additional piece is addressed separately.

Rebecca Singer agreed with Ashley Evans, that if additional language is added, she would need to review it before even tentatively approving the work plan.

Matthew Weintraub clarified that, under the rules of procedure, the MCC may make decisions outside of a meeting, but members must first agree to this verbally and document that agreement in the minutes.

Dylan Orr noted that the meeting would move to the Director's Report due to limited time. There is not enough time for the Financial Report. He called for a motion to approve the work plan. Rebecca moved to approve the work plan with the addition requested by Susan, and Ashley seconded. Maythia and Susan will follow up separately on the remaining item.

Susan Fife-Ferris stated that Seattle Public Utilities will abstain from the vote pending the requested update and is neither approving nor disapproving the work plan at this time.

Matthew Weintraub noted that the MCC may also conduct a vote by email.

Decision: Maythia Airhart will work with Dylan by email and coordinate with Susan on the language for the added bullet point. A vote will be completed before the holidays.

Ashley Evans moved to vote via email. Dylan and Susan approve.

Q3 Performance and Financial Report

Presenters: Halima Lozano, Business Strategy Manager and Kendrick Stewart, Operations Manager

There was not enough time to present this item. The written report is included in the MCC packet for members to review, and any questions can be addressed at a future meeting.

UPDATES

Director's Report & Look-Ahead Calendar

Presenter: Maythia Airhart, Program Director

Program Director Maythia Airhart highlighted key items from the Director’s Report and shared a three-month look-ahead calendar. Members were encouraged to review the full report for additional updates.

Next Meeting: January 20, 2025, 10 a.m. – 12 noon, King Street Center.