

**MEETING MINUTES
RECYCLING & SOLID WASTE REDUCTION BOARD
TUESDAY, MARCH 8, 2022**

Community Building – John Neighbor’s Activity Room 6104 Auden, West University Place,
Texas 77005

1) CALL TO ORDER:

Chairman Marlow called the meeting to order at 6:02 PM.

2) ATTENDANCE:

Members Present: Chairman Orval Marlow, Mary Barnwell, Corrin Davis, Monte Edlund,
Julie Fehl, Lindsay Gregory, Rick Mifflin, Eric Orzeck, and Ravi Pai

Also Present: Ed Orozco (West U, Asst. Director of Public Works), John Barnes (City
Council Member)

Member(s) Absent: Jason Ball, Shreya Sheth

3) AGENDA ORDER:

There was no change to the Agenda Order.

4) APPROVAL OF MINUTES:

A Motion was made to approve minutes of the March meeting.

1st: Edlund

2nd: Davis

Action: Pass

Vote: Ayes: Chairman Marlow and all present.

5) BOARD MEMBER REPORTS-BUSINESS ACTION/ACTION ITEMS

(a) New Neighbor Program- Sheth

Orval presented Sheth’s report and asked if there are any problems with the program.
Gregory asked for a script and list of appropriate literature to distribute.

(b) West U Elementary School (WUES)- Fehl/Gregory/Board

The audit was performed inside and outside WUES on February 23. Fifteen
volunteers participated. Numerous opportunities for improvement were identified.
Inappropriate items were being recycled. Recycle and trash bins were overflowing,
and some are located where they don’t receive their best usage. Marlow requested if
the 25 bins donated by the City of West U were present, and they were not-except

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for perhaps a couple. Fehl and Gregory spoke with HISD Executive Council and are trying to provide education. They may submit a request to the Padres, a fathers' organization that provides assistance to WUES, to clean up the bins. They may consider a system of rewards for classroom recycling successes. The Environmental Patrol may be enlisted to help on campus. Gregory mentioned that because the school is a designated Spark school, the park playgrounds are available to the community, so many are involved in contributing to the waste and recyclable materials. Fehl and Gregory plan to produce education.

Lindsay and Julie may want to bring games to the March 28 WUES Service Day, at which they plan to participate.

(c) WULL Carnival Report-Edlund/Board

Edlund provided a report and Marlow volunteered to communicate with WULL to obtain the same or similarly successful location in the future. Orzeck offered to make repairs to the electronic game.

(d) Upcoming Events:

(1) Easter Spring Festival- April 9, 2022- Sheth/Board

Sheth was unable to attend and will follow up. An inventory of existing supplies will be made.

(2) WUES Earth Day-April 22, 2022- Fehl/Gregory/Board

Fehl and Gregory are trying to get on the Agenda the week of March 21st. They plan to start educating about school recycling the week of Earth Day. They may use a previous pledge from a former WUES Earth Day event. They have 15 volunteers and teachers willing to help. Their goal is to have a couple of activities during the day.

(3) Spring Shredding Event-May 7, 2022- Board

A Board Chair will be discussed during the April Board meeting.

(4) July 4th Event—July 4, 2022- Board

Will be discussed during the April Board meeting.

(e) Social Media Themes: May 2022-- Davis/Board

Corrinn will bring May and June information at the April Board meeting.

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(f) Curbside Food Waste Discussion- Gregory/Board

Marlow was at the City Council meeting and provided an overview of RSWRB status. He mentioned the Curbside food waste recycling program that the Board plans to present. The program is going up to two paths, City Council and West U Staff. Gregory provided a slide show presentation as a draft presentation for City Council. Suggestions were to add incentives. Tangibles such as reducing solid waste fees were discussed. Data objectives for moving forward were discussed. A final Powerpoint presentation will be provided for review by the RSWRB prior to presentation to the City Council on May 11. (A subsequent presentation was edited and submitted to the Board after the March 8 Board meeting).

(g) Tour of Recycling Facility scheduling- Orozco

Orozco will try and schedule for April 2 and April 7 at 9:30AM.

(h) Other Currents articles Discussion-Board

Publication Deadlines:

Fall 2022 (September, October, November) -DUE 5/23/22

Winter 2022 (December, January, February) -DUE 8/22/22

(i) Miscellaneous

Marlow will divide and send sections of the “What To Do With It” literature to the Board to verify content remains accurate and for revisions and updates to be prepared.

6) WEST U STAFF REPORT- Recycling, Solid Waste and West U Collects App Stats:

January numbers from Independent Texas Recyclers were provided. Orozco discussed possible two ITR tour dates on a weekday and a Saturday at 9:30AM. Based on Orozco’s communications with ITR, the Board requested April 2 and April 7.

7) CHAIRMAN’S REPORT:

None.

8) BOARD MEMBER COMMENTS:

Marlow provided an update as to how the RSWRB may archive files. The files will be accessible to Board members, but all updates from Board members must go through approval channels to be uploaded. Marlow anticipates having an update in a couple of weeks.

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9) ADJOURNMENT:

At 7:27 PM, Mifflin motioned to adjourn tonight's meeting to April 12, and the motion was seconded by Orzeck. The Board voted unanimously to adjourn the meeting to April 12.

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**Attachment 1
Action Items –March 2022**

Action Item	Board/Staff Lead	Next Review Date	Completion or Event Date	Comments
Holiday Festival and Laser Light Show	Marlow	4/12/22	12/17/21	
Train RSWRB members on recycling.	Marlow	4/12/22		
Review Pumpkin Collection Flyer for 2022	Board	4/12/22	12/14/21	Barnwell sent comments prior to the RSWRB and Marlow plans review them during the April Board meeting.
Food Waste Discussion	Board	4/12/22		
Organize the RSWRB Storage Area	Davis/Barnwell	4/12/22		The room was organized on March 11.
Placement of RSWRB info on the City's computer system	Marlow	4/12/22		
Tour of MRF Facility	Marlow	4/12/22		Dates Orozco will request based on the March Board Meeting: April 2 and 7 at 9:30AM were discussed.
Summer 2022 <i>Currents</i> Article (June, July, August)	Marlow		2/21/22	

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WTDWI (What to do with it flyer)	Marlow	4/12/22		Marlow plans to divide up the list between Board members to obtain the most recent information.
Fall 2022 <i>Currents</i> Article (September, October, November)	Davis		5/23/22	
Winter 2022 <i>Currents</i> Article (December, January, February)	Barnwell		8/22/22	Topic is update to Curbside Recycling Guidelines
Spring 2023 <i>Currents</i> Article (March, April, May)				
Binders for (new) members, both manual and online.				
Curbside Recycling Guidelines	Ball	11/9/21		Ball offered to review the latest on plastics for curbside recycling. This will not be in time for the Winter Currents issue but will help for future reference.
WUES Communications	Fehl/Gregory	Ongoing	Ongoing	
Neighborhood Welcome and Bin Delivery	Sheth	Ongoing	Ongoing	
Closed Action Items				

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West U Winter <i>Currents</i> -Curbside and Recycling Guidelines	Marlow	10/12/21	10/16/21	
WUES Fall Carnival (Boo Bash)	Marlow	11/9/21	10/16/21	
West U Shredding Event	Mifflin	11/9/21	11/6/21	
Social Media-November	Davis	11/9/21	11/9/21	Focused on America Recycles Day.
Spring 2022 <i>Currents</i> Article (March, April, May)	Orzeck		11/19/21	Topic is Medical Bridges. Marlow to email Board Members for review.
Master Recycler Report	Marlow	12/14/21		Yvonne Jacobs made a presentation to the Board. Susie Hairston was present.
Social Media-December	Davis	12/14/21	12/14/21	Davis prepared social media topic for greening up your holidays.
Candy Wrapper Collection	Fehl/Gregory	12/14/21	11/12/21	
Summer 2022 <i>Currents</i> Article (June, July, August)	Marlow	N/A	2/21/22	

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Check with West U App to update reference discontinuance of Styrofoam collection at Westpark.	Marlow	2/8/22	2/8/22	
Holiday Tree Lighting Removal	Barnwell/Pai	2/8/22	2/24/22	Barnwell provided a written report.