Infrastructure Research Subcommittee Charter, 4/11/19

**Subcommittee name:** Infrastructure Research Subcommittee

Purpose: help define scope of infrastructure research, with approval of the Recycling Steering Committee, and keep the research going in between Steering Committee meetings

**Members:**
- Ron Shearer — Bend Garbage and Recycling
- Bruce Walker — City of Portland
- Bryce Jacobson — Metro
- David McCall — Tillamook County
- Dave Claugus — Pioneer Recycling
- Derek Ranta — Waste Connections
- Dylan DeThomas — Recycling Partnership
- Jeff Murray — EFI
- Kristin Leichner — Pride Disposal
- Kristan Mitchell — ORRA
- Peter Spendelow — DEQ
- Vinod Singh — Far West Recycling

**Facilitator/convener:** Brian Stafki — DEQ

**Tasks:**
- Draft Phase 2 statement of work — collection and processing research — to keep infrastructure research progressing
- Request feedback/final recommendation on statement of work from greater Steering Committee by email
- Review early results from contractor tasks and draft feedback/direction for contractor on next steps in research
- Request feedback on deliverables and direction for contractor from SC by email
- Questions to answer:
  - What is focus of Phase 2 research?
  - Which collection alternatives should be examined?
  - What key characteristics should be analyzed for collection alternatives?
  - What types of sorting/processing systems/technology should the contractor research?
  - What aspects/abilities/qualities of sorting/processing systems/technology should they catalogue?
  - How should the contractor document and analyze existing sorting/processing infrastructure?
  - What inputs and outputs should optimal infrastructure have?
  - What is the process to engage the SC to evaluate optimum infrastructure scenarios?
- What aspects should contractor compare optimum to existing infrastructure?

**Process:**

1. Meet/phone conference and discuss options
2. Deliberate and draft deliverable
3. Share deliverable with SC for feedback and finalization
4. DEQ works with contractor for contracting/execution with feedback from SC

**Timeline:**

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<td>Subtask 1.0 — participate in call</td>
<td>Subtask 1.1 — provide feedback on material list for focus of 1.2</td>
<td>Review results of Task 1-2 research — material projections</td>
<td>Review results of Phase 2 Task 1 and 2 research — collection options and sorting/processing technology</td>
<td>Work with contractor to prepare workshop for Phase 2 Subtask 3.2</td>
<td>Review results of Phase 2 Subtask 3.3 — gap analysis</td>
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<tr>
<td>Draft Phase 2 Task 1 and Task 2 statement of work — collection options and sorting/processing technology</td>
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<td>Draft Phase 2 Task 3 statement of work — sorting/processing options</td>
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**Facilitation/note taking assistance needed:** DEQ will facilitated and make sure there is a note taker at each meeting from available members.