



Recycling Council Rules

The Oregon Recycling Service Advisory Council will operate following the Oregon Constitution, [Oregon law](#), and applicable statutory provisions. The Council may provide recommendations and conduct other duties outlined in the relevant legislation. Items explicitly required by law are italicized below and cannot be changed.

1. Chair

- *The Council shall elect one member to serve as chairperson and another to serve as vice-chairperson, for the terms and with the duties and powers necessary for the performance of the functions of such offices as the Council determines.*
- *The chairperson and vice-chairperson may not both be members appointed from the same representation group.*
- The role of the Chair is to call and preside over Council meetings, develop meeting agendas, interact with agency staff, provide support to the Council, appoint subcommittee members, sign documents on behalf of the Council, and serve as spokesperson for the Council.
- The role of the Vice-Chair shall include: Performing the Chair's obligations when they are unavailable. Assist the Chair with all responsibilities, including interacting with DEQ staff, creating meeting agendas and general support of the Council.

A majority vote of the membership shall elect the Chair and Vice-Chair during the last meeting of the fiscal year or as needed due to a vacancy.

2. Quorum

- *A majority of the voting members of the Council constitutes a quorum.*

3. Meetings

- *The Council shall meet at least once every three months at times and places specified by the chairperson.*
- *The Council also may meet at other times and places specified by the call of the chairperson or of a majority of the voting members of the Council, as necessary, to carry out the duties of the Council.*
- Remote participation options shall be made available for all meetings.
- The Council may accept written and oral comments.
- The meetings will be publicly announced and are open and accessible to the general public, and follow public meeting rules.
- All sub-committee meetings shall be made available to all Council members.

4. Absence

- a. Excused absences
 - i. A member may request an excused absence from a Council meeting from the Chair.
 - ii. The Chair may request an excused absence from the Vice-Chair

- iii. All absences will be noted in the meeting summary.
- b. Extended absences
 - i. If a member anticipates an extended absence from the Council (more than two consecutive meetings), they may request the appointment of a proxy from the same representation group in advance of that absence.
 - ii. The member shall advise the Council Chair in advance of representation by proxy, including the anticipated length of the absence and the name of the proposed proxy.
 - iii. The Chair shall approve all proxies and assure that the approval is entered into the minutes of the next council meeting by publicly introducing the proxy at the meeting.
- c. Unexcused absences.
 - i. A member with two or more unexcused absences in a year may be called for review by the Council for possible recommendations to the Governor to appoint a different person to fill the position on the Council.

5. Council Action

- Official action by the Council requires the approval of a majority of the voting members of the Council.
- The Chair may call for a vote that occurs outside of a meeting. The Chair must give members at least two business days to vote outside of a meeting.
- Voting can be done in person, via email, phone or other means.
- All recommendations will be made in writing to the Department of Environmental Quality or Producer Responsibility Organizations and *require a vote of the majority of the council members.*

6. Transparency

- Meetings of the Council shall be recorded and made available.
- Meeting materials will be made available.
- All votes are public records.

7. Terms

- Membership terms are staggered to ensure that new appointments do not exceed more than one-third of all members. Some original Council members' terms are shorter for the first three years of the Council. The table at the end of this document shows the length each member will serve during their first term.
- Council members shall not be appointed for more than six consecutive years or two terms.
- Former council members will be eligible for re-nomination to serve on the Council after a break of at least one year.
- *The term of office of each member of the Council is three years, but members who are not legislators serve at the pleasure of the Governor.* Staggered terms shall be established and maintained so that one-third of the terms expire in successive years.
- *Before the expiration of the term of a member, the appointing authority shall appoint a successor whose term begins on July 1 following the appointment. A member is eligible for reappointment.*
- *If there is a vacancy for any cause, the appointing authority shall make an appointment to become immediately effective for the unexpired term*
- Terms of the Chair and Vice Chair shall be one year, with additional terms possible upon a vote of the Council.

8. Conflict of Interest

- No member of the Council shall cast a vote on any matter that is likely to provide a direct financial benefit to that member or otherwise give the appearance of a conflict of interest under State law.
- A member must disclose an [actual or potential conflicts](#) of interest. After disclosing an actual conflict of interest, a member must refrain from further participation in official action on the issue that gives rise to the conflict of interest.

9. Amending the Rules

- These rules can be changed by an affirmative vote of the majority of the voting members of the Council. Members of the Council shall receive at least one day's notice of any proposed change.

Council Member terms

Name	Representing	Council term start date	Council term end date
Alando Simpson	Recycling Industry	01-12-22	06-30-25
Angie Marzano	Local Government	01-12-22	06-30-24
Carolyn Stein	Environmental Non-Profit	01-12-22	06-30-25
Celeste Meiffren-Swango	Environmental Non-Profit	01-12-22	06-30-24
Dan Felton	Producers	01-12-22	06-30-25
Dylan de Thomas	Producers	01-12-22	06-30-23
Elizabeth Start	Small Business	01-12-22	06-30-24
Gary Panknin	Producers	01-12-22	06-30-23
Jason Pierzina	Recycling Industry	01-12-22	06-30-24
Joan Popowics	Producers	01-12-22	06-30-24
Laura Leebrick	Recycling Industry	01-12-22	06-30-23
Pam Peck	Local Government	01-12-22	06-30-25
Scott Keller	Local Government	01-12-22	06-30-23
Sergio Garcia Cruz	Community-based organizations	01-12-22	06-30-25
Steve Kramer	Local Government	01-12-22	06-30-24
Taylor Cass Talbott	Community-based organizations	01-12-22	06-30-23
Vinod Singh	Recycling Industry	01-12-22	06-30-25

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