



Recycling Steering Committee

Modernizing Oregon's recycling system with support from Oregon Consensus

Recycling System Framework Subcommittee Meeting Agenda and Summary

Fri Apr 12, 10:30am – 12pm

Join Zoom Meeting

<https://zoom.us/j/446470726>

Call: 669-900-6833

Meeting ID: 446 470 726

Agenda:

- Review & affirm draft subcommittee template
- Solicit additional input on draft RFP scope & tasks
- Review starting list of desired information for the RFP

Meeting Summary

Subcommittee Members Present:

Kristan Mitchell, Pam Peck, Loretta Pickerell, Amy Roth, Justin Gast, Kristin Leichner, Dave Larmouth, and Michael Wisth.

Members of the Public: N/A

Facilitation Team: Robin Harkless and Amy Delahanty, Oregon Consensus

ACTION ITEMS

ACTION	BY WHOM?	BY WHEN?
Follow up with Bailey Payne regarding ability to serve on the subcommittee.	Kristan Mitchell, ORRA	ASAP
Kristan to share the index of information / past research that might help inform the subcommittee's future conversations.	Kristan Mitchell, ORRA	When completed.
DEQ to share draft Recycling Systems Framework RFP to the subcommittee for high level review.	Justin Gast, DEQ	4.19.19

The Recycling Steering Committee is a collaborative of representation from the Assoc. of Oregon Counties, Assoc. of Oregon Recyclers, Assoc. of Plastics Recyclers/Denton Plastics, EFI, Far West Recycling, Lane County, League of Oregon Cities, Metro, NORPAC, Oregon Department of Environmental Quality, Oregon Refuse & Recycling Assoc., City of Portland, Recycling Partnership, Rogue Disposal & Recycling, Waste Connections, and Waste Management. **For more information, visit <https://go.usa.gov/xmYYe>.**

Share Subcommittee guidelines and protocol template with the group.	Oregon Consensus	4.19.19
Oregon Consensus to review the Beyond 34 Project and gap analysis exercise.	Oregon Consensus	4.19.19
Send out a when is good poll to get a sense of the best day/time during the week for meetings, starting in May.	Oregon Consensus	4.19.19

The following is a brief summary of key discussion items:

Overall goals and subcommittee process.

- Goals of the meeting were to: 1.) confirm subcommittee scope and meeting structure; 2.) review the draft research scope of work provided by DEQ; and 3.) review gap analysis structure and background materials list to tee up for next session.
- One member shared that a processor wondered whether processors and end markets should be included on the subcommittee. One member shared that adding end markets and processors to the subcommittee felt too early in the conversation. Robin reminded the group the SC subcommittees are not the spaces to negotiate on solutions, but rather gather information in order to tee up options for the SC to consider in its deliberations. Robin then spoke to the subcommittee member selection process. She highlighted co-chairs Kristan and Loretta are able to bring in additional technical experts on an as-needed basis to assist the subcommittee in developing its recommendations.
- Oregon Consensus has been asked to provide full facilitation services to the subcommittee.
- The group confirmed its scope and general agreement to meet every two weeks on a set date in order to meet its goals as a group. Oregon Consensus offered to send out a when is good poll to get a sense of the best day/time during the week for meetings, starting in May.

Recycling Systems Framework Research

- The Recycling Systems Framework research is expected to get underway shortly. It is assumed that once the contractor is selected, there will be several chances for them to interface with the subcommittee. There was a shared desire among some to see the research get underway quickly and not get bogged down in negotiating contract language. The group then engaged in a discussion regarding the draft research scope of work. It was noted DEQ would meet internally to add in additional detail to the RFP and circulate to the subcommittee for consideration. Following a brief discussion, the group **unanimously agreed** the Functions Document (approved by SC consensus) would serve as the backbone and included as an appendix to the draft RFP.
- There was a question whether DEQ has certain frameworks they would like/need to explore in the frameworks research. DEQ shared they have heard some SC members would like to look at

Extended Producer Responsibility, and DEQ intends to look broadly into options that have more responsibility for producers.

GAP Analysis

- Robin shared the subcommittee would undergo a gap analysis exercise to understand how well Oregon's current system meets the desired future state key functions. This information will be used to help inform the research to determine if other frameworks perform those functions well and how they might be applied in Oregon. It's anticipated the contractor's report will show the group different ways a framework can achieve those functions and the SC will identify what options for frameworks are most appropriate for Oregon.
- There was a question regarding ways the recycling system can advance the 2050 vision and how far the system can change to meet it? The first step will be to explore a range of options to get at the high function goals of a 2050 system; Robin acknowledged that over time the breadth of solutions/options will likely get narrowed as draft proposals are gauged with others in the system and stakeholder "temperature checks" are done to gauge willingness to move (how far/how fast) toward 2050 vision via modernizing the recycling system. The temperature checks will help subcommittee members get to the root of any concerns and more importantly underlying needs; and think through ways to creatively address these needs. These checks will also help the SC have good deliberations without any surprises.
- The discussion led to the importance of this subcommittee being closely tied to the work of the Stakeholder Engagement Subcommittee. Pam and Amy agreed to serve as the liaisons between the Frameworks subcommittee and the Public Engagement subcommittee to allow for congruence between the two groups.

Next Meeting, April 26 10am-noon in Salem at ORRA

- Frame the purpose/goals and supporting materials that will be used for this discussion?



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Starting List of Information Gathering for Legal/Relational Framework RFP

, 4/10/19

Contracts[1]

- Guidelines and how they are used now in different systems

Producer roles/shared responsibility

- Walmart Sustainable Packaging Playbook example
- Models to structure producers entering the system
- EPR

Enforcement mechanisms/compliance measures for dealing with contamination

Public/private partnerships

- Monterey Bay example
- Frameworks that address transparency[2] needs of public while maintaining confidentiality protections of processors

Life cycle metrics

- How are they used in different systems

Market-driven frameworks

- Post consumer product content demand
- Research largest consumers (Bail specs)
- APR Nebraska example

Creative ways of financing infrastructure[3]

Education opportunities/methods

Risk shaping[4]



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DRAFT Tasks for Statement of Work, 4/11/19

RFP for Legal/Relational Framework Research

Process considerations:

- Much of work is iterative, with subcommittee reviewing research and working with contractor
- SC will be engaged at key points along the way
- Before contract is awarded, the subcommittee will complete additional work to support tasks in the RFP (e.g., conduct “gap” analysis of Oregon’s current framework; use functions to develop criteria for evaluating frameworks).

OBJECTIVE:

Research and evaluate Oregon’s and selected recycling system frameworks outside of Oregon to assist steering committee in recommending changes for Oregon’s framework to achieve goals for a modernized recycling system.

TASKS:

Task 1 – Identify functions a framework should perform (**completed/approved by SC on 3/15/19**).

DEQ provides functions; contractor reviews/supplements as warranted; DEQ approves functions with subcommittee input.

Task 2 – (If needed) Further define Oregon’s current framework to support evaluation.

Iterative process with DEQ, LRF subcommittee, contractor.

[Tasks 2 and 3 conducted in tandem.]

Task 3 – Use functions to develop criteria for evaluating Oregon’s and other frameworks.

Subcommittee provides draft criteria (to be developed) and results of gap analysis (to be completed).

Iterative process with DEQ, LRF subcommittee and contractor.

Task 4 – Identify frameworks outside of Oregon for evaluation.

Iterative process with DEQ, LRF subcommittee and contractor.

Task 5 – Evaluate Oregon’s and selected frameworks using established criteria and draft report on findings. Report includes ~3-6 straw framework scenarios to serve as starting point for Task 6.

DEQ, LRF subcommittee and SC review draft report. Contractor finalizes report.

Task 6 – Conduct workshop with SC (perhaps others) to discuss framework scenarios and develop options to pursue for an Oregon framework (work with Oregon Consensus on workshop roles of contractor, OC, etc.). Identify next steps, including any additional research, for final recommendations.

Task 7 – If necessary, complete additional research and evaluation to support SC in recommending options to pursue.

Task 8 – Develop draft implementation plan for options recommended by SC. Review with SC and finalize. (Also consider implementation ideas as consider options earlier in process.)

SCHEDULE:

April 2019

- Draft research RFP

May 2019

- Finalize and issue RFP for research.

June 2019

- Award contract and create research contract scope of work.

July-September 2019

- Complete research for Task 5. Draft report provided in mid- to late August and reviewed by DEQ, subcommittee and SC with feedback to contractor. Final report completed early to mid-October.

October 2019

- Conduct workshop in Task 6 to discuss scenarios and develop framework options to pursue for Oregon’s recycling system. Identify next steps, including any additional research, for developing final recommendations.

November-December 2019

- Complete additional research, if needed.
- SC develops preliminary recommendations on framework options to pursue.

Jan-April 2020

- SC agrees on final recommendations on physical infrastructure and framework options and draft implementation plan.