

Organizing Committee Minutes

Western Electronic Product Stewardship Initiative (WEPSI-NW)

January 9, 2002, 9 - 10:30 a.m.

Oregon DEQ, Portland

Attending: Shirli Axelrod (Seattle), Patricia Jatczak (WA DOE), Betty Patton (Project Team), Wayne Rifer (Project Manager), Vicky Salazar (EPA R10), Tanya Schaefer (RA), Dick Schmidt (City of Portland), Lisa Sepanski (King County), David Stitzhal (NWPSC), Lori Stole (RA, Project Team), Jan Whitworth (DEQ)

1. The previous minutes, 12/3/01, were approved via e-mail and have been posted.

2. Feb. 6 M-S meeting:

- a. Meeting place and logistics: The meeting is in the Jackson Federal Building in downtown Seattle. Some Seattle OC members will have to arrive early to set up. A phone line, a microphone, and flip charts are in the room, and a conference call line is reserved. The room is big enough for subgroups to break out for meetings. Vicky will send Tanya address, directions, etc. for the meeting announcement. Food expenses were discussed. After the meeting, we learned that Seattle could coordinate and pay for morning and afternoon refreshments – thank you, Shirli. Vicky also learned that Taco Del Mar is a low cost lunch option, and Tanya will follow up with her contact. David will send Tanya AV contacts in Seattle and she will research costs for speakerphone assistance similar to what was available at the December meeting. Wayne’s market drivers group likely will have two speakers presenting via phone, and David’s design group is not sure whether they will have off-site presenters. Vicky will investigate the availability of an EPA projector, and if not Wayne will ask George to bring his In Focus projector.
- b. Note: After the meeting, Wayne asked Tanya to summarize M-S meeting expenses for food and extras, and the donation funding we received.

	M-S #1(WTC)	M-S #2 (Embassy Suites)	M-S #3 (WTC)
Lunch:	(410.00)	(1318.11)	(730.86)
Snacks:	donated	see lunch	donated
A/V:	n/a	n/a	(160.00)
Funding:	400.00	500.00	500.00
Food payments:	n/a	204.00	140.00
Net:	(10)	(614.11)	(250.86)

In summary, the food and extras have cost a total of \$874.97, even with \$1400 in donations and \$344 in participant food payments.

- c. Review draft agenda: The agenda was reviewed, and the check-ins with the recycling subgroup and policy and regulations subgroup were shortened, shortening the length of the meeting and increasing time for lunch. Wayne will make a few other minor changes and it will be distributed with meeting information late today.
- d. Subgroup presentations and speakers:
Design: David reported that his group has not decided on its presentation format. They are considering getting feedback on their SWOT, and hosting a panel of reusers/recyclers to talk about what information they would like to give OEMs for OEM action. The group is asking if they are looking at design for e.o.l. with regard to disassembly or reuse.
Market Drivers: Wayne reported that his group will host speakers on two environmental assessment systems: LEED (Rod Watson of NRDC) and Energy Star (TBA). He will put these environmental assessment systems into context before the speakers talk, and the speakers will be asked to relate their systems to electronics. His group intends to develop an

administration/implementation structure and begin to design standards. The draft concept of standards will relate only to e.o.l. management.

Each subgroup was cautioned not to spend time reviewing its process or history. The check-in groups were asked to provide a one-page basic handout.

3. Subgroup progress reports:

- a. Reuse/recycling: They have met once since 12/12. They are brainstorming about how they want to address CRT recycling and software licensing. They still are concerned about Asian markets. They want to pursue CRT recycling in the Pacific NW and find the closest, best opportunity for glass-to-glass recycling. Total Reclaim is a CRT recycler, and United Recycling is interested in pursuing the funneling of Pacific NW materials in bulk to one of its facilities. The problem with software licensing is bigger than just the software, it's the knowledge required to rebuild systems and install open source software on non-standard systems. There may be a bill brewing in the U.S. Congress to limit open source software – Dick will send the information to the list serve.
- b. Regulations: They have met once since 12/12. They are pursuing economic development opportunities and developing criteria for environmentally sound recycling; and have formed two small working groups around these issues. The NEPSI regulations group is compiling a list of existing regulations by state, but their first meeting is this Friday (Lori will listen in). It was noted that local regulations may impact state and federal solutions.
- c. Design: They have completed a preliminary SWOT analysis, and are looking at the status quo for household historic e-waste. They have two problem statements: 1. Looking at the status quo for glass-to-glass recycling (have also considered plastics) from the perspective of design for e.o.l., and 2. Looking at the status quo for disassembly from the perspective of design for e.o.l. for equipment produced within the last five years. The last five years was chosen as a modifier because OEMs stated that the old problems recyclers are seeing now have already been designed out of these newer products.
- d. Market Drivers: The last meeting of this group was productive, but the membership was small. Yesterday, there were only four people on the subgroup call. Since 12/12 the group has developed a paper on DfE standards that have been used by other programs, such as eco-labels. Now the challenge is to develop an implementation plan.

4. Financial Report: The total project budget (including money already spent) is \$147,000. We have \$83,100 in received or guaranteed funding. The CPG grant dollars and specifics are not known yet. Lisa stated that it includes specific tasks and cannot pay for general WEPSI coordination. Assuming expected money from CPG, we are approximately \$25 - 30,000 short of our goal.

We are asking that participants who provided funding once, investigate the possibility of doing so again at the same level. We are hoping for additional EPA funding, but that will mostly fund work that grows out of the current process.

5. NxtCycle concern: On Monday, David Cauchi and Mike Heth wrote an e-mail expressing concern about a possible “WEPSI letter” disapproving of prison labor. Although this subject has been mentioned at WEPSI, no one is writing a letter and any letters written on behalf of WEPSI go through the stakeholder process. Wayne thus allayed NxtCycle’s concerns.

6. EIA wrote a letter stating that they would not be formally involved in WEPSI. They have continued to participate in subgroup conference calls.

7. WA DOE has drafted a policy about CRTs. Betty will ask Chipper to send it to WEPSI participants.

Next meeting: Wednesday, January 30, 2002, 9 to 11 a.m.; Call in # 206-553-4557.