

Organizing Committee Minutes
Western Electronic Product Stewardship Initiative (WEPSI-NW)
October 10, 2001, 9 – 11 a.m.
Oregon DEQ, Portland

Attending: Larry Chalfan (ZWA), Kent Dunn (Quantum), Scott Klag (Metro), Betty Patton (WEPSI Project Team), Wayne Rifer (WEPSI Project Manager), Tanya Schaefer (RA), Lori Stole (WEPSI Project Team),

Attending via phone: Shirli Axelrod (City of Seattle), Sheila Davis (MFF), Cate Gable (GFF), Sego Jackson (Snohomish County), Patricia Jatzak (WA DOE), Kathy Kiwala (Clark County), Vicky Salazar (EPA R10), Lisa Sepanski (King County), David Stitzhal (NWPSI)

1. The 9/20 Organizing Committee minutes were approved. All agreed to a new system of distributing the minutes via e-mail to the Organizing Committee for comment (within one week of distribution) rather than waiting until the next Organizing Committee meeting.
2. Considerations for Local Communities that Wish to Set Up E-Collection Efforts: The group discussed the need for this document and how it should be presented. Many local governments are pushing this issue in response to public demand. The group agreed that we should address the issue and several revisions were suggested.
 - Wayne will revise the document and distribute again for comment.
 - Sego will draft a document regarding what communities can do besides e-collection.
3. Debrief of 9/25 Multi-stakeholder Meeting: The group felt there was a good cross-section of participants. The group agreed that it was important for all stakeholder groups to be (and feel as if they are) an integral part of the process. It was suggested that we do a meeting evaluation at the end of M-S meeting #3.
 - Cate will provide sample evaluation forms to the Organizing Committee.
 - David will distribute a WEPSI v. NEPSI description to the Organizing Committee.
4. Wayne asked if any negative comments or concerns about the M-S meetings had been heard. It was discussed that some industry reps may feel that there is a preordained outcome and that the OEMs will end up with the short end of the stick. It was discussed how to assure participants that this is an open process and outcomes are not predetermined. Two main ideas emerged: 1) Make sure the meetings are not dominated by presentations but have full interactive discussions. 2) Organizing Committee members and staff could meet and talk informally with industry reps to get better acquainted and develop better understanding.
5. M-S meeting #3 (12/12) location: It will be at the World Trade Center again, but not in the same room. Tanya is coordinating this with Larry. Kathy noted that the Water Resource Center in Vancouver is a good location for this or other meetings.
6. Subgroups: All the groups have attracted new members as a result of the participant-wide e-mail sent on Monday. There is good industry response.
7. Special brainstorming meeting: The group discussed the purpose and timing of a special meeting. A special meeting was decided against. Instead a group tour of e-recycling facilities will be held on 12/13 in conjunction with M-S #3.

- The Project Team will arrange tours, lunch and also will host attendees who stay the night of the 12th.

8. Wayne summarized the 2001 Recycling Summit and described the recycling model work they are doing. He will distribute relevant information via the Organizing Committee listserv.

9. The next Organizing Committee meeting is October 24 from 9 to 11 a.m. at Oregon DEQ, Room 6A. The call in number is 206-553-4602.