

# WASHINGTON MATERIALS MANAGEMENT AND FINANCING AUTHORITY

## Minutes Regular Meeting of the Board of Directors May 16, 2013

The Board of Directors (“Board”) of the Washington Materials Management and Financing Authority (the “Authority”) held a regular meeting at 9:33 a.m. pacific time on Thursday, May 16th, 2013 at the offices of Van Ness Feldman in Seattle, Washington.

### Directors Present:

Gregg Chason, P & F USA, Inc.  
Mary Jacques, Lenovo  
Ken Lowe, VIZIO (joined at 9:21)  
John Yeider, Apple  
Beth Johnson, Dell  
Chipper Hervieux, Ecology  
Mark Dabek, RE-PC  
Kenneth Turner, HP  
Dan Phillips, 4th Dimension Computers and Technology

### Also Present Were:

John Friedrich, WMMFA Executive Director  
Craig Lorch, Total Reclaim  
Sego Jackson, Snohomish County  
Miles Kuntz, Department of Ecology

### Directors Absent:

Susan St. Germain, Dept. of Community, Trade & Economic Development  
Meggan Ehret, Thomson, Inc.  
Erik Stromquist, CTL  
Mike Moss, Samsung

### **1. Call to order**

Gregg Chason called the meeting to order at 9:33am. The order of discussion of items was mixed as the Executive Director was working off an old agenda in error.

2. **Approve minutes of the: January 17th, 2013 regular meeting of the Board**

On a motion by Gregg Chason, seconded by Mark Dabek, the minutes of the January 17th regular board meeting were approved by a vote of 7-0. (Ken Lowe not yet present)

3. **2013 3rd quarter budget presentation and request for approval - John Friedrich**

John Friedrich provided the board with a proposed budget for the 3rd quarter of 2013. John advised the board that the funds requested per the 3rd quarter budget request was significantly greater than the prior 2 quarters based upon unanticipated volume increases. The pounds history, estimated reserves based on prior quarter's results and processing expenses in prior years were presented in summary. On a motion by Gregg Chason, seconded by Mark Dabek, the 3rd quarter 2013 proposed budget was approved as presented by a vote of 8-0.

4. **Report on April and YTD 2013 financial results – John Friedrich**

- A. Pounds by CEP totals
- B. Financial reports
- C. Unpaid past due manufacturer's invoices to date

The Executive Director presented the collection pound levels, by product type, and associated costs for collection, transport, processing and administration for the year to date through April 2013. Pounds volume YTD from 2012 had increased by 15% .Outstanding receivables YTD were reported to by John to be about 3% of total invoices for Q2. John explained his opinion as to why volumes had increased over 2012 and explained the process for collecting from manufacturer's with unpaid balances. The director was optimistic that the remaining outstanding balances would be collected.

5. **2012 Annual Report to Ecology - highlights and 2013 projections - John Friedrich**

The Executive Director reported to the board that the annual report to Ecology as required by RCW was now posted by the department of Ecology web site and available via WMMFA web site link. The Director pointed out that IT equipment collected by pounds had dropped somewhat while CRT TV had increased by the same amount. John reminded the board of the WMMFA's current financing policy of 70% market share plus 30% return share with the gradual transition to 100% market share in 2016. John told the board that there was legislation pending that would put independent plans and the standard plans with equal share accountability requirements for the plan's participants of market share vs. the current return share requirement cited in law.

6. **Discussion on Standard Plan revision and resubmission in 2013 for plan years 2014+**

The director advised the board that the "Standard Plan" submitted to Ecology (required by RCW) is in need of updating at 5 year intervals. The WMMFA executive director has arranged a stakeholder meeting in late May to discuss potential improvements and updates to the Authority's standard plan. Stakeholders invited to the meeting included collectors, other EPR program managers, processors, waste haulers, and other interested parties.

7. **Nominee for Vice Chair - Beth Johnson - Dell (Board Vote)**

Mike Watson was replaced as the Dell representative on the WMMFA board by Beth Johnson. Beth expressed an interest in maintaining the position of vice chair of the WMMFA that Mike previously held. Per WMMFA bylaws the position was opened to other board members with the WMMFA and Beth was a nominee for this position which also serves on the WMMFA executive committee. On a motion by Kenneth Turner, seconded by Mary Jacques, Beth Johnson was elected as vice chair of the WMMFA by a vote of 8-0.

8. **Local Government survey and feedback - Sego Jackson , Snohomish County Public Works**

Sego Jackson presented a brief overview of his positive views of the Ecycle / WMMFA managed electronics recycling program and a synopsis of the history and evolution of the program as well as his perception of the program by other stakeholders. Sego offered constructive ideas of where he felt the WMMFA should consider, moving forward. Topics and suggestions included the adding of additional covered products, additional outreach to key stakeholders and to those that influence EPR programs in general as to the WMMFA and Ecycle program accomplishments to date, more regular meetings with stakeholders and tools available to expand the program via legislation or voluntary action. There was a brief discussion of these items with the board recognizing Sego's input and a commitment to consider them going forward. The Board Chair and Director thanked Sego for his input. The director advised all in attendance that there was a scheduled stakeholder meeting at the end of May to discuss potential improvements to the authority's standard plan as it was due for resubmission soon. These items would be part of that discussion.

9. **Matters to discuss at future meetings**

○ **Standard plan re-submission**

The Executive Director reminded the board that an updated "Standard Plan" for electronics recycling needed to be completed and submitted to Ecology by September 1st. John expected to have a reviewable draft prepared by the end of July.

The meeting was adjourned at 10:31 AM