



**Regular Meeting of the Board of Directors
Thursday, September 30, 2021 - 9:30 am PST**

Conference call number: 1-563-999-2090 Access code: 755212#

MINUTES

Board Members Present:

Gregg Chason, Funai Corp. Inc.
Jenni Chun, Samsung
Madeline Smith, LG
Joyce Kwan, HP
Kristyn Rankin, Apple
Eric Gilbert, Acer America
Kim Fox, Lenovo
Mark Dabek, RE-PC
Cintia Gates, Microsoft
Melissa Mallory, Dell
Al Salvi, Dept. of Ecology

Also Present Were:

Peter Thermos, Executive Director, WMMFA
Cynthia Mendoza, TCL

Board Members Absent:

Caitlin Sanchez, VIZIO (board candidate at start of meeting)
Radi Simeonova, Department of Commerce

1. **Call to order – Joyce Kwan**
Joyce Kwan called the meeting to order at 9:33 AM.
2. **Approve minutes of the July 22, 2021 Board Meeting - (Board vote) – Joyce Kwan**
Joyce addressed the board regarding the minutes of the July board meeting, asking if there was a motion to approve the minutes which were provided in the September board meeting reference documents. On a motion by Kristin Rankin, seconded by Melissa Mallory, the minutes of the July meeting were approved unanimously.
3. **Report on August operational and financial results – Peter Thermos**
 - A. Pounds by CEP totals
 - B. Financial reports
 - C. Unpaid past due manufacturer's invoices to date

Thermos referred to the board reference documents that provided YTD August pound and financial information. He noted that the collected weight for August was 1.52 million lbs. which was up 11% from July 2021 and 6.5% up from August 2020. So far this year, we have seen less volatility than in recent years in terms of month-to-month lbs. collected. August 2021 collected lbs. were about 100,000 lbs. or 7% under projection.

The Director stated that budgeted expenses for August were 4% under budget. Cost per lb. in August was \$.361 per pound, a 5% increase from July at \$.343 per pound. Reserves had increased to a point that was higher than usual, and if the trend continued, the reserve level would be addressed in the next budget quarterly budget (Q1, 2022).

With regard to unpaid manufacturer's invoices, Thermos stated that he was working more closely with Ecology on non-participating manufacturers. Much of the total past due was coming from a single company and Ecology believes that at least one other company with past due invoices was no longer in business. Gregg Chason asked which company was the one that might be out of business and Thermos replied "China America". The China America website appeared to be down and they could not be reached by the phone or email that WMMFA had on file.

Thermos also stated that the restitution account was used in July for the EarthEye GPS tracker program.

4. **2021 WMMFA New Board Member Candidates - (Board vote) – Gregg Chason**
 - a. Jenni Chun, General Manager, Head of Regulatory & Environmental Affairs, Samsung
 - b. Caitlin Sanchez, Senior Director, Compliance and Policy Counsel, Vizio

Gregg Chason addressed the board to vote on new board members to replace members that were leaving. With regard to naming Jenni Chun of Samsung to the WMMFA board, a motion was made by Kristin Rankin and seconded by Melissa Mallory which was further supported by a unanimous vote in favor. With regard to naming Caitlin Sanchez of Vizio to the WMMFA board, a motion was made by Kristin Rankin and was seconded by Gregg Chason, followed by unanimous vote in favor.

5. **EarthEye Tracker planning for 2021 – Peter Thermos**

Thermos stated that the trackers were in place and, as of that day, no trackers had left the country and appeared to be at the sites of collectors, processors or downstream vendors.

6. **Government Satisfaction Report – Peter Thermos**

Thermos stated that he had attempted to contact all survey respondents, had reached almost all of them and that the feedback about the program was generally very positive. He continued that this feedback was useful and provided a way to stay in contact with local government and solid waste personnel regarding the program. Some respondents in rural areas indicated that additional collectors would be welcomed, but none gave specific suggestions on prospective collectors. Local governments that had their own outreach programs promoted E-Cycle WA and would like to see additional outreach.

7. **E-Cycle Washington: Looking ahead to 2022 – Peter Thermos**

Thermos presented basic information on the 2022 outlook for E-Cycle, finding no major changes to existing trends, outside of some variations due to the pandemic. In comparing data from 2018-2021, using January through August results, he explained that the relative volume of collected CRTs was continuing to go down. Gross collected weight was also declining, although the pandemic caused a sharper-than-normal decline in 2020 which resulted in a moderate increase in 2021. The make-up of collected materials was roughly 80% TVs, 10% monitors and 10% computers over the time period analyzed. Transportation expenses were rising slightly and some carriers were indicating that they were operating beyond capacity which could potentially cause small delays in pick-ups. Some independent carriers had raised rates and processors were also reporting issues with regard to transportation.

8. **E-Cycle Washington Award from NAHMMA: 2021 Leaders in Product Stewardship – *Peter Thermos***
The Director stated that WMMFA was given a “Leaders in Product Stewardship” award by NAHMMA at a national conference, held virtually on September 28, 2021. Thermos accepted the award on behalf of WMMFA.
9. **Matters to discuss at future meetings – *Peter Thermos***
 - a. Q1 2022 Budget
 - b. Outreach – collection site locator

With regard to the level of reserves, Thermos stated that the reserve level would be addressed in the Q1 2022 budget, which would bring the reserve level back into a more normal range. Kristen Rankin added that some product stewardship programs had reserve levels adequate to cover 12-18 months of operating costs.

Thermos also stated that WMMFA was considering an improved collection site locator for the program. The current locator requires more user input than others. It is operated by Ecology and covers all products with statewide recycling programs, rather than E-Cycle covered electronic products only. As such, it is inefficient for digital advertising. Thermos continued that he was working with Ecology to see if they would agree to link to a new locator if one were created.

The meeting was adjourned at 10:15 am.