

**Virginia Litter Control & Recycling Fund Advisory Board  
and the Department of Environmental Quality  
4949-A Cox Road, Glen Allen, VA**

**April 18, 2019**

**Meeting Minutes**

**Board Members Present:**

Bo Wilson, Dr Pepper of Staunton  
Clara Mills, Spotsylvania County  
Larry “Buddy” Buckner, STI  
Mike O’Connor, VPCGA

**DEQ Staff:**

Sanjay Thirunagari, Program Manager, Division of Land Protection & Revitalization  
Prina Chudasama, Litter and Recycling Program Coordinator

**Visitors:**

Chuck Duval, VOICE (Lindl Corporation)

**Proceedings:**

- Chairman Wilson welcomed all parties to the meeting.
- Chairman Wilson announced that there was a quorum present, and called the meeting to order at 10:37 a.m.
- The April 18, 2019 meeting agenda was approved by majority vote.
- The October 11, 2018 meeting minutes were approved by majority vote.

**New Business:**

**1. DEQ Competitive Grant Applications:**

Mr. Sanjay Thirunagari went over items to consider for the upcoming FY2020 competitive grant applications such as giving priority to recycling projects, electronics recycling projects, development of new technology and supporting struggling localities. He also mentioned the possibility of a matrix or ranking system for the evaluation process, fixed grant amounts versus partial grants, and opportunities for applicants to present details of their projects.

**2. FY2019 Litter Grant Update:**

Ms. Prina Chudasama, DEQ, presented the DEQ Fiscal Report on behalf of Mr. Chris Moore. The Board and all attendees were presented with revenues as of April 2019. She also presented the Board with the deadlines for both the FY2020 non-competitive and competitive grant application documents and mentioned that the documents were all posted on the DEQ webpage.

**3. Senate Bill 218 Study (Update on Litter Grant & SWIA Online Portal):**

Mr. Thirunagari shared the letter that was sent to various associates, businesses and localities as part of Senate Bill 218, which required DEQ to evaluate the recycling rates and recommendations for improving the reliability of the supply of recycled materials during the next ten years in order to provide for beneficial use by industry. He mentioned that the deadline for DEQ to provide the evaluation to the General Assembly was November 1, 2019. He asked the Board to provide input or anything they would like DEQ to consider for the Senate Bill.

Mr. Thirunagari updated the Board on the new online portal that was built by DEQ's OIS team with better security and that all the new applications such as SWIA and Litter Grant would be hosted on that portal. He also presented a quick demo of what the SWIA application looked like so that they would have an idea of what to expect for the Litter Grant application. He mentioned that the business requirements for the Litter Grant application had been provided to the DEQ OIS team and they were in the process of acquiring a contractor to develop the application. DEQ will keep the Board posted on the status of the project.

**4. Election of Officers:**

**MOTION by Mr. O'Connor extend existing officers for another term; seconded by Mr. Buckner and passed.**

**Old Business:**

**1. Grant Guidelines:**

Mr. Thirunagari requested to amend the Competitive Grant section in the DEQ Guidelines with more generic dates without the years listed. Board allowed DEQ to make this change.

A few localities had asked if they could use the grant funds for cash awards and scholarships using grant funds. The Board discussed and came to the conclusion that that was beyond the scope of the litter grant requirements and will possibly think about it for the future.

**Public Comment:**

Mr. Chuck Duvall asked when the final revenue numbers will be available. Mr. Thirunagari stated that the numbers would most likely be available in July or August and he would send an email to Mr. Duvall.

**Next Board Meeting:**

The number of meetings of the Litter Control and Recycling Fund Advisory Board are determined by the needs of the Board. The next Board meeting will take place in October or November 2019. The date and time are to be determined later.

**Adjournment:**

Chairman Wilson adjourned the meeting at 11:47 a.m.