

**Virginia Litter Control & Recycling Fund Advisory Board  
Department of Environmental Quality  
629 East Main Street, Richmond, VA**

**September 27, 2012**

**Meeting Minutes**

**Board Members Present:**

Dennis Gallagher, Chairman  
George Hunnicutt  
George Peyton  
Ruby Arredondo

**Board Member Absent:**

Aimee Hadfield Hart

**Visitors:**

Tim Lee, VRA  
Jen Cole, Clean Fairfax Council and the Virginia Council for Litter  
Prevention and Recycling  
Clara Mills, Spotsylvania County  
Nancy Drumheller, CVWMA  
Chuck Duval, VOICE  
Mike Baum, Keep Virginia Beautiful

Chairman Gallagher announced that there was a quorum and called the meeting to order at 10:30 a.m.

**Meeting Agenda approved by majority vote.**

**September 8, 2011 meeting minutes approved by majority vote.**

**New Business:**

**Fund Status Report/Fiscal Updates:**

Mr. Chris Moore, DEQ, presented the DEQ Fiscal Report. FY 2012 revenue available for use in FY 2013 grant calculations was \$2,008,009. All funds available for non-competitive grants totaled \$2,164,659, with the increase due to transfers not taken in FY 2012 and unspent DEQ funds. Board was presented with various spreadsheets indicating revenues and expected grant calculations. There was a discussion on unspent grant funds reported by jurisdictions, and how to encourage localities to spend all awarded funds in fiscal year awarded. Fiscal update accepted by majority vote.

### **Non-Competitive Grants:**

For FY 2013, 187 grants will be awarded, covering 307 jurisdictions. Seventeen jurisdictions not eligible for grants (did not apply or applications incomplete). DEQ staff indicated that final grant calculations would be verified soon, and that grant awards would begin immediately afterward. DEQ expected completion of grant awards by mid-October.

Information provided by visitors indicated some localities were in desperate straits and needed their grants as soon as possible. Discussion by Board members, DEQ staff and visitors explored possible methods to speed up grant awards. DEQ was asked to look into possible on-line options for the application and to whether adding the application and the performance reporting to an electronic system would be practical (costs for setting up and maintenance, as well as if e-submission would reduce processing time).

DEQ reported that the Annual Performance and Accounting Summary Report would be available by December 1. The report will be posted on the DEQ website as usual.

Grants report accepted by majority vote..

### **Old Business:**

Question was raised on the availability of the Big Book of Litter training manual for litter and recycling coordinators. DEQ reported that all coordinators had received a copy, and that DEQ was holding approximately 20 of the manuals. Discussion on making the book available electronically (scanned document), and how the manual would be updated. Chairman Gallagher asked Ms. Arredondo, Jen Cole, and Clara Mills to work with DEQ on possible changes/updates to the documents before scanning for the website.

### **Public Comment:**

Jen Cole offered thanks to the members of the Fund Board for the lobbying notifications and information to Council members about legislative/budget discussions on the Litter Control and Recycling Fund. She also thanked the Virginia Recycling Association and Keep Virginia Beautiful for their support of efforts to keep the litter/recycling funds intact.

Chairman Gallagher offered thanks to the litter and recycling coordinators for their letters to the General Assembly on the potential loss of funds, and stated that without their letters, emails and other outreach help, the results of the "save our funds" campaign might have turned out differently.

**Next Board Meeting:** TBA (later scheduled for December 10, 2013 at DEQ's Piedmont Office location at 4949-A Cox Road, Glen Allen, Richmond, VA from 10:30 AM to 12:30 PM).

**Adjournment:**

Chairman Gallagher adjourned the meeting at 12:30 p.m.