

Washington Recycling Reform Act Advisory Council

KICKOFF MEETING

February 5, 2026

10-12pm PT

Housekeeping

- All public participants are observers and in listen-only mode. Microphones are muted and chat is disabled. Q&A will be open for sharing comments with the advisory council.
- Council members will be able to use chat, raise hands, and come off mute to communicate.
- If council members experience any audio or visual issues throughout the webinar, Sam Kwok is available for technical support.
- Live captioning is enabled for meetings. Participants have the option to toggle it on and off at the bottom of their Zoom toolbar.

Kickoff Meeting Agenda

- I. Welcome and introductions
 - a. Attendance and review of meeting agenda
- II. Advisory Council Operations
 - a. Governance documents – review and gather any input
 - i. Charter
 - ii. Code of Ethics
- III. Select Chair and Vice Chair
 - a. Review candidates and vote
- IV. Ecology Updates
 - a. Recycling Reform Act overview - Ecology
 - b. Recycling Refund/DRS – model study
 - c. Recycling Refund/DRS – engagement plan
 - d. Statewide lists and needs assessments
 - e. Questions and discussion
- V. Subcommittee Updates
 - a. Equity Subcommittee recruitment
- VI. Preview of Next Meeting Content
- VII. Adjourn

WELCOME & INTRODUCTIONS

- NAME
- ORGANIZATION
- WHAT IS ONE RECYCLING MYTH YOU'D LIKE TO BUST?

ADVISORY COUNCIL OPERATIONS

- GOVERNANCE DOCUMENTS

Role & Scope of Advisory Council

Review all activities conducted by the PRO and provide non-binding advice and recommendations to Ecology.

Consult, review, and/or make recommendations on:

- The development of statewide collection lists
- The needs assessments
- Draft PRO plans and amendments
- Administering the reuse financial assistance program
- Proposed statewide performance target requirements
- Submitted PRO annual reports

Charter – Council Purpose & Objective

Purpose: Recycling Reform Act Advisory Council (council) and its subcommittees **advise the Washington State Department of Ecology (Ecology) and the Producer Responsibility Organization (PRO) on implementation of the Recycling Reform Act (RRA).** The council offers diverse perspectives and practical insights to help inform policy decisions related to recycling system design, performance, and equity.

Objective: The council gives advice and recommendations to Ecology and the PRO to support effective implementation of the RRA, including:

- Identifying system gaps, needs, and implementation challenges
- Elevating equity and environmental justice considerations
- Ensuring representation of diverse perspectives across Washington’s recycling system
- Balancing the needs and interests of the groups each council member represents with the best interest of the program overall

Council input is intended to help Ecology and the PRO carry out the law effectively, equitably, and in alignment with legislative intent.

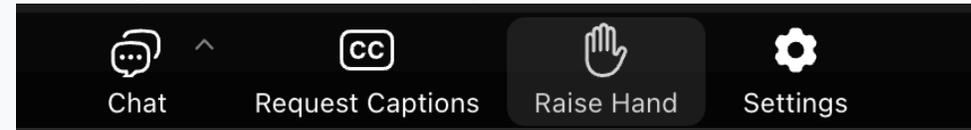
Charter — Public Access & Involvement

In compliance with the Open Public Meetings Act (OPMA), all meetings will be open to the public as well as to members of the council. Members of the public may attend and observe meetings remotely via an online video conferencing platform.

The public will be able to comment for a set time period at the end of meetings and may also submit written comment on agenda items the council is considering. While not part of the council's work, the public will be able to provide comments during Ecology's RRA rulemaking process.

Public Comment Process (for future meetings)

1. To make a public comment, participants will virtually raise a hand (located at the bottom of the Zoom screen).



2. Meeting facilitator will call on participant and will be instructed to unmute themselves.
3. Speakers will have a timer to share their comments. It will ding when time is up and they will be automatically muted.
4. Participants may also use the Q&A function, which will be open when the Council calls for public comments.
5. Participants may also submit their comments via email to rraadvocorycouncil@cplusc.com.

The host would like you to speak

If you choose to unmute, others in the webinar will be able to hear you. If the host or panelists decide to record, livestream, or archive the webinar after you unmute, your voice will be included. If the webinar is recorded it may be shared with Smart Recording which uses AI technology, which may include third-party models. Zoom does not use any audio, video, chat, screen sharing, attachments or other communications-like content (such as poll results, whiteboard and reactions) to train Zoom's or third-party AI models.

Participants with relevant permissions also may save and share the webinar transcript.

Stay Muted

Unmute

Charter — Voting

Council voting may be used for the purpose of:

- Formulating advisory input or recommendations to Ecology and the PRO; and
- Addressing administrative or organizational matters of the council.

Votes will only be taken on items listed on the published agenda and when a quorum is present. Votes are advisory only and do not constitute approval, direction, or final action.

Votes will be conducted by roll call of voting members present (this can be done in the chat, verbally, or through an online poll), with a simple majority of present members required for approval.

Council members that dissent on the outcome of a vote may provide the facilitator with a written statement summarizing their dissenting perspective to be included in the meeting notes.

Questions/Comments

Vote to Approve: Charter

**USE CHAT TO NOTE IF YOU
“APPROVE,” “ABSTAIN,” OR “OPPOSE”**

Code of Ethics — Commitment

Members serve the public interest, act with integrity, and support the council's advisory role to the Washington State Department of Ecology (Ecology) and the Producer Responsibility Organization (PRO)

Code of Ethics — Conduct Expectations

- Be active listeners.
- Fully participate in discussion.
- Review all information provided ahead or in between meetings.
- Raise their hand and wait to be called on to speak.
- Allow others to complete their thought without interrupting.
- Be respectful of others. It is okay to critique an idea, but not an individual or group.
- Avoid assumptions or judgements about other groups, organizations or communities.
- Be mindful of power dynamics and seek to create space for diverse perspectives, including voices that may be underrepresented or disproportionately impacted.

Code of Ethics — Delegation

- Prioritize attending all meetings and notify the facilitation team as soon as possible if a conflict arises.
 - Two options if a member must miss a meeting:
 - They may **submit written input in advance** to the facilitation team and review the meeting minutes afterwards to stay informed of council and subcommittee activities.
 - They may request in writing to **have a designated delegate** from their organization attend in their place. For smooth meeting operations, the facilitation team requests notification 2 business days in advance.

Code of Ethics — Conflict of Interest

- Having interests is expected, but the goal is to ensure conflicts are disclosed to ensure transparency and trust.
 - A conflict of interest is when a council member has a financial, professional, or organizational interest that could reasonably be perceived as influencing their advice or recommendations related to the council's work.
 - Members must disclose any actual, potential, or perceived conflict of interest as soon as it arises and before participating in discussion of the relevant topic. Disclosures will be made verbally at the onset of meetings and/or in writing to the facilitation team prior to meetings.
 - Self-identification of conflicts of interest is desired but council chair can also determine that a member has a conflict of interest and ask them to officially disclose the conflict
 - In most cases, disclosure alone is sufficient, and a council member can still participate in discussion after the disclosure is made.
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- **Facilitator's Note:** Disclosure of conflicts of interested related to the meeting agenda will be a standing item at the beginning of each meeting.

Questions/Comments

Vote to Approve: Code of Ethics

**USE CHAT TO NOTE IF YOU
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SELECT CHAIR AND VICE CHAIR

- REVIEW CANDIDATES AND VOTE

Chair Nominations

- Danielle Waterfield, AMERIPEN
- McKenna Morigan, Seattle Public Utilities
- Rick Vahl, Waste Connections

ECOLOGY UPDATES

- RECYCLING REFORM ACT OVERVIEW - ECOLOGY
- RECYCLING REFUND/DRS - MODEL STUDY
- RECYCLING REFUND/DRS - ENGAGEMENT PLAN
- STATEWIDE LISTS AND NEEDS ASSESSMENTS
- QUESTIONS AND DISCUSSION

SUBCOMMITTEE UPDATES

- EQUITY SUBCOMMITTEE RECRUITMENT/INTEREST
- STATEWIDE LIST & NEEDS ASSESSMENT SUBCOMMITTEE INTEREST

PREVIEW OF NEXT MEETING CONTENT

Next Steps

- Meeting Schedule:
 - Likely every-other-month
 - Next meeting: Thursday, April 9, 10-12pm
 - Sub-committee meetings in between
 - Hybrid/in person meetings discussion
- Next meeting likely to include PRO introduction and Ecology updated
- Website launching tomorrow
 - Place to go for meeting registration, agendas and notes
- Contacts for questions:
 - Ecology: recyclingreform@ecy.wa.gov
 - Facilitation team: RRAadvisorycouncil@cplusc.com

Advisory Council Website launching Feb. 6

RRAAdvisoryCouncil.org

ADJOURN

- NEXT MEETING: THURSDAY, APRIL 9, 10-12PM