

Illinois Statewide Recycling Needs Assessment Advisory Council

Meeting Minutes

Monday, March 11, 2024, 11:30 am (CT)

WebEx Webinar

1. Welcome & Introductions

- a. Members introduced themselves. A quorum was present.
- b. Illinois EPA staff attending: Kyle Rominger, Sunil Suthar, and Sara K. Powless

2. Electronic Attendance Policy Adopted

3. Officer Elections

- a. Nominees for Chair: Christina Seibert, Neil Menezes, Liz Kunkle, Lisa Disbrow, Madeline Norris. Each candidate allowed a brief statement.
- b. *Christina Seibert elected Chair with 17 votes.*
- c. Discussion on Co-Chair vs. Vice Chair. Position of Vice Chair prevailed.
- d. Nominees for Vice Chair: Neil Menezes, Lisa Disbrow, and Liz Kunkle.
- e. *Neil Menezes elected Vice Chair with 9 votes.*

4. Housekeeping

- a. Reminder of Required Council Trainings and execution of Statement of Compliance, Confidentiality, Conflict of Interest forms for needs assessment contractor procurement.
- b. Discussion of future meetings schedule. Christina and Neil suggested quarterly. Donovan motioned to approve quarterly meetings, Bill Dolak seconded. Unanimous agreement for quarterly meetings beginning June 10 at noon.

5. Discussion of Business

- a. Seema Keshav raised request for needs assessment to a study of litter and covered materials; how much makes it into the recycle bin and how much ends up as litter. A discussion of the requests ended with the conclusion that such an expansion would be outside of the scope of the current needs assessment.
- b. Donovan Griffith requested agendas for future meetings and the creation of a drop box for sharing information, similar to what was done with the Materials Management Advisory Committee.

6. Public Comments

- a. Kate Jakubas raised concern about representation of smaller vendors and asked how Council members were appointed. Illinois EPA agreed to respond to her on member nominations and appointment.
- b. Kyle Rominger noted that the Illinois EPA will need feedback on the needs assessment contractor procurement prior to the June meeting. The scope of work for the needs assessment will be shared with the Council in the near future.

7. Adjournment. Donovan Griffith motioned and Lisa Disbrow seconded. Meeting adjourned at 1:27 pm Central.