

NM SWANA ROADRUNNER CHAPTER MEETING MINUTES

General Membership and Officers Meeting

Tuesday, March 10, 2020

Gordon Environmental/PSC Conference Room

Submitted by JoAnne Weaver, Executive Secretary

General Membership Attendance: Charles Fiedler, Angelica Gurule (via call-in), Matt Kingsley, Diego Ramirez, Shirlene Sitton, Marco Bañales (visitor), Denise Weaver Ross and JoAnne Weaver

I. Call to Order: SWANA NM RR Chapter Business Meeting

Shirlene Sitton, President, called the meeting to order at 11:17 a.m.

II. Safety Minute

Charles Fiedler, in the absence of Steve Mauer, Safety Ambassador, gave the following Safety Minutes on **COVID-19 FAQ:**

1. Coronavirus is a group of viruses named for the way they look under a microscope (“corona” meaning “crown”).
2. COVID-19 is higher for a person who is in close contact with someone who already has the disease.
3. General precautions to be taken to protect worker safety are:
 - Avoid touching eyes, nose and mouth.
 - Wash hands often with soap and water for at least 20-seconds
 - Manage household waste as you would when having the flu
 - Waste from commercial business and retail entities as they typically are handled unless otherwise directed by the local health department
4. The virus on surfaces can be easily killed by detergents and disinfectants at regular temperatures used for washing.
5. Links for complete information on the COVID-19 are:
 - <https://www.osha.gov/SLTC/covid-19/>
 - <https://www.cdc.gov/coronavirus/2019-ncov/index.html>
 - <https://www.cdc.gov/infectioncontrol/guidelines/environmental/background/medicalwaste.html>



III. Approval of February 11, 2020 Meeting Minutes

MSC: Charles Fiedler and Matt Kingsley to approve the February 11, 2020, minutes as presented with the exception of Call-in Meeting Passwords to be determined for each meeting.

IV. New Business – Resignation of Martha Lara as Secretary and Education Chair

MSC: Charles Fiedler and Matt Kingsley to accept the resignation of Martha Lara.

In Martha’s Email resignation, she suggested that the Vice-President of her company, Frank Sanchez, be considered to fill her positions on the board. Shirlene Sitton, President and Nominating Committee Chair, noted that this suggestion would be taken up with the Nominating Committee when they meet by conference call on Friday, March 13, 2020.

Angelica Gurule thought she might be interested in becoming the Secretary whose duties include reviewing and editing the minutes before presenting them for approval. Also, as an officer she should become one of the check signers. If she accepts this position, she will call JoAnne with her Social Security number and her home address so the new officers can become official signers at the Rio Grande Credit Union.

V. Approval of February 29, 2020 Treasurer’s Report

A. Balance Sheet (February 29, 2020)

Rio Grande Credit Union Accounts	\$63,997.97	<i>Checking: \$3,563.43, Investors Club: \$ 14,646.36 (\$4.04 interest), 12-Month CD \$10,143.62 (\$12.08 interest), 12-Month CD #2: \$10,099.48 (\$14.03 Interest), and 24-month Jumbo Certificate: \$25,540.08 (\$45.58 interest) Share Account: \$5.00</i>
Accounts Receivable	\$4,293.48	<i>Open Training Invoices: \$6,700.00, \$-2,406.52 in Credit Memos from 2019 to be used in 2020 only.</i>
Funds received but not deposited	\$1,657.00	Funds deposited in March 2020 due to late February receipt of funds.
Total Assets	\$69,948.45	

B. Profit & Loss Statement (February 29, 2020)

Total Income for February 2020	\$ 8,672.73	Budget: \$5,358.50
Total Expenses for February 2020	\$ 1,102.04	Budget \$2,230.00
Total Income Y-T-D	\$17,862.62	Budget: \$14,465.50
Total Expense Y-T-D	\$9,806.97	Budget: \$10,360.00
Profit Year-to-Date (YTD)	\$8,055.65	Budget: \$4,105.50



MSC: Charles Fiedler and Matt Kingsley to approve the February 29, 2020 Financial Reports as presented.

VII. Decision on Reinvestment of the \$10,000 CD Maturing on March 20, 2020

MSC: Charles Fiedler and Matthew Kingsley to approve rolling over the CD that is maturing on March 20, 2020, into a new \$10,000 CD plus interest from the maturing CD.

VIII. Old Business

A. Update on Plans for Roundtable for April 2020

Both Shane Johnson and Steve Mauer were absent and no plans were presented. Charles Fiedler suggested holding it as a Webinar with the focus being Safety. It was also suggested that a Webinar be held on a quarterly basis.

Action: *Shirlene Sitton to contact Shane and Steve and if these plans can move forward she would fill out the Approval Form to request the CEUs from Bill Schueler.*

B. Update on Joint Conference

- **Approval of MOU:**

MSC: Charles Fiedler and Matt Kingsley to approve the MOU as presented.

- **Agreement of proposed joint sponsors** (SCS Engineers, CDM Smith, Gordon/PSC, Waste Management of NM.)

Action: *Shirlene Sitton to talk with Sarah Pierpont noting that NM SWANA does not wish to have all the free entries for Training Classes as no one has ever used them in the history of the Joint Conferences. NM SWANA is only interested in recognizing sponsors through Name Recognition.*

- **Approval of Call for Abstracts document**

It was agreed by consensus that the Call for Abstracts should be sent out as planned on Wednesday, March 11.

Action: *JoAnne Weaver to notify Sarah Pierpont that NM SWANA board approved the distribution of the Call for Abstract.*

- **Conference Awards**

Discussion regarding the conference awards was as follows:

Shirlene suggested that there be three awards

- Project of the year
- Solid Waste Facility of the year
- Solid Waste Person of the year (could be the Lifetime Achievement Award)

Matt suggested that one of the awards be for Safety

Request for suggested recipients should go out by June 1



- **Monday Class and Tour**

Charles Fiedler suggested that there be a 3-4 hour training class on Monday morning followed by a field trip to a facility demonstrating safety measures, not only operations.

IX. Committee Reports

A. Nominating Committee

Shirlene Sitton, Nominating Committee Chair, indicated that she would set a conference call meeting date with Diego Ramirez after this meeting and then call Shane Johnson to confirm the date with him.

Action needed by this committee is to nominate an additional board member and a replacement for the Secretary position and Education Committee Chair.

B. Education/Training Committee

Joseph Ellis sent the following report by email as he is on a visit to Texas.

The next scheduled course is the Landfill Operator Certification, to be offered the last week of March in Santa Fe. I will be giving presentations on:

- *Landfill Operations and Best Management Practices*
- *Equipment Maintenance*
- *Litter Control at Landfills*
- *Culture of Safety, including demo and practice on Job Hazard Analysis*
- *Compaction*
- *Landfill fires*

In the past few weeks, I have obtained interviews with knowledgeable people in the field, and edited them into video clips that will be featured in my PowerPoint presentations. These include:

- *Ian Keane, of CERL Environmental Consultants re: identification of asbestos in the solid waste stream*
- *Carl Muehlenweg, of Lobo Internet, re: computer and database maintenance and security*
- *Auralie Ashely-Marx re: carbon sequestration at landfills to battle climate change*



- *Brock Carter, Safety Counseling re: a culture of safety in solid waste operation*
- *Jake Daugherty, Environmental Compliance Coordinator at Cerro Colorado, re: Litter control BMPs*

Also, I took the new NMED SWB Outreach specialists, Amanda Otieno and Levi Lementino, on a tour of facilities. They saw:

- *Northern Collection Station, a small registered facility at Moriarty featuring several customer support options*
- *Estancia Valley Regional Landfill, a 100-ton-a day facility with MSW and C&D cells, plus OCC and metal baling, mortality composting and septage composting*
- *East Mountain Transfer Station, a permitted facility with a Keith Walking Floor, semi-trailer compaction, full recycling and green -waste grinding*
- *Cerro Colorado, a 1200-ton-a day permitted MSW landfill*

Charles Fiedler enlarged on Joe's report explaining that the interviews that Joe made will be used as 35-minute videos in the training classes to enhance the teaching. These special video presentations will also bring more helpful and interesting opportunities for repeat students who are in charge of trainers in their own facilities.

Angelica noted that she especially appreciated the format of the 2019 Annual Meeting that demonstrated a variety of experiences.

Discussion followed as to how this format might be used in the Regional Roundtables; Charles noted that webinars are difficult to do with multiple people. This model is best used in face-to-face meetings

C. Communication Committee

Matt Kingsley, Communication Committee Chair, reported results of researching the use of oxford shirts rather than polo shirts to better promote the image of NM SWANA logo. He distributed copies of shirts available, recommending blue shirts with a white NM SWANA logo that also notes the wearer as a NM SWANA Board Member.

Shirlene Sitton was not in favor of the oxford shirt idea as she thought they could not be purchased in sleeves long enough to meet her size requirements.

Denise Weaver Ross noted that she used to work at Zia Graphics and that they do have women sizes with sleeves long enough to meet someone needing a longer sleeve length. For this special order there would be a slight increase in cost.

Matt indicated that the total order would be about \$500 which is the amount budgeted for the shirts.



Charles suggested that perhaps Land's End be used. JoAnne noted that Zia Graphics already has the NM SWANA logo designed and sized for the shirts.

As to whether or not the newsletters should continue to be published was discussed due to the relatively few persons who open the newsletters when they are sent out. Publishing Chapter news in eBlasts was also discussed.

Action: *Matt is to set up a polling using Survey Monkey to help determine whether or not the newsletters should continue to be published two or three times a year.*

D. AB Report

Charles Fiedler, AB Representative, reported that the Assembly Board has changed portals and that he will need to attend a one-day meeting in Columbus if the rules regarding travel during the Coronavirus allow such a face-to-face meeting.

E. Membership Committee

JoAnne Weaver reported that the March Membership Report for the Roadrunner Chapter states 108 members. However, there are five of these persons listed on the report who have not renewed their membership since the end of 2019.

Action: *JoAnne to send the names of these five persons to Shirlene so they can be encouraged to renew their memberships.*

Adm. Note: Charles, who was copied on the email sent to Shirlene regarding the five non-renewing member, noted that two of the persons are not longer active in the solid waste industry.

F. YP/Scholarship Committee

Diego Ramirez reported that he had contacted SWANA National and they confirmed that there are presently seven Young Professionals in the Roadrunner Chapter. He will also contact SWANA National regarding scholarship applications that may have been made directly with them.

G. Road-E-O Committee

Neither Shane Johnson nor Douglas Shimic were present at this meeting so no report was given.

Since we already know that a location to hold the Road-E-O is the major problem in moving forward. Charles asked our guest, Marco Bañales, if there might be a place in the Moriarty area to hold the Road-E-O with NM SWANA bringing everything needed to hold the event. We hope to hold the event on the first Saturday in May 2020 with about 60-80 persons in attendance.

Marco Bañales indicated he would look into the matter and get back to Charles or Shirlene with his findings.

X. Adjournment

Shirlene Sitton, President, declared the meeting adjourned at 2:05 p.m.

