



MEETING MINUTES

TXSWANA Board of Directors Meeting

15950 Dallas Parkway, Dallas, Texas 75248

July 19, 2019 10:30 a.m. Central Time

Board Members Present:

- Brenda Haney
- David Lehfeltdt
- David McCary
- Ellen Smyth
- Elvira Alonzo
- Holly Holder
- Jeff Mayfield
- Kelly High
- Michael Rice
- Morris Williams
- Richard McHale

Board Members Present by Phone:

- Harry Hayes

Board Members Absent:

- Jeff Reed
- Scott Pasternak

Guests Present:

- Sam Ballard
- Reid Donaldson
- Brian Boerner

CALL TO ORDER: Richard McHale called the meeting to order at 10:45 a.m., Central Time. A quorum was present.

APPROVAL OF MINUTES:

Notes of corrections to the minutes: None.

Motion made by David McCary to approve the minutes for the June 7, 2019 meeting.

Motion seconded by Brenda Haney.

Motion passed unanimously.

FINANCIAL REPORTS:

Jeff Mayfield presented the financial reports for June 1, 2019 through June 30, 2019.

Jeff reported the financial report balances on June 30, 2019 for each account were as follows:

Checking Account	\$145,423.61,
Savings Account	\$ 30,280.98,
Conference Account	\$ 58,785.86,
State Road-e-o Account	\$ 22,708.89.

Motion made by Holly Holder to approve the June 30, 2019 financial report.

Motion seconded by Morris Williams.

Motion passed unanimously.

CHAPTER BUSINESS:

TxSWANA Financial Forum – Update (McHale) –

Richard MCHale discussed logistics for the TxSWANA financial forum on September 27 in Austin, TX. Richard discussed that the forum would focus on government contracting and be free for attendees. Richard informed the board that Burns and McDonnell and Tetra Tech agreed to sponsor the event. The board discussed inviting member cities of TxSWANA and allowing the cities to send up to two representatives to the event.

Richard presented the board with a draft invitation to the event. Elvira Alonzo made a motion to approve the invitation and allocate TxSWANA funding to cover the event if there is a shortage of outside funding. David McCary seconded the motion. The motion passed unanimously.

Richard planned to send out the invitation to the member cities the week of July 22, 2019.

2019 Road-E-O Update (Alonzo) --

Elvira provided an update from the Road-E-O in McAllen, TX and informed the board that she has received very positive feedback. The board discussed providing the McAllen employees that assisted in setting up the Road-E-O with the extra belt buckles awarded to the winners. Elvira reported that the total revenue from the Road-E-O was \$49,957.22, expenses were \$47,514.84, generating a net profit of \$2,442.38.

The board discussed the 2020 Road-E-O in Austin, TX at the Travis County Exposition Center on June 19-20, 2020.

The board also discussed the International Road-E-O in Phoenix, AZ. The board discussed notifying the first and second-place winners of the TxSWANA Road-E-O of their eligibility to participate in the International Road-E-O. The board further discussed that TxSWANA would cover the costs of registration for the first and second-place winners.

The board further discussed the International Road-E-O in 2020, which will take place in El Paso, TX. Ellen Smyth informed the board that she was researching venues and would update the board during the next meeting.

Newsletter (Rice) --

Michael Rice provided an update on the TxSWANA Newsletter. Michael reported that he received a YP article and is waiting on a safety article to include in the newsletter. Michael also reported that he will include a Road-E-O wrap-up article, discuss the TxSWANA scholarship recipients, and discuss the results of the board election. Michael reported that the newsletter will be published in August.

Website (Holder) --

Holly Holder provided a report on updates to the chapter website. Holly reported that he posted the results of the Road-E-O on the website and requested photos from the Road-E-O to also include.

Legislative (Ballard) –

Sam Ballard provided the board with a brief Legislative Update.

Sam reported that the Speaker of the House and the Lieutenant Governor requested that legislators prepare a list of issues and subject matters the legislators would like to study and hold public hearings on during the legislative interim period. The legislators will use the information they gain during their interim committee work to prepare legislation for the next Regular Session of the Texas Legislature, which will begin in January 2021.

Sam also reminded the board that Ty Embrey provided the board with a Legislative Report discussing the solid waste bills that finally passed and advised the board to reach out to Ty with any questions.

Regulatory (Ballard) –

Sam Ballard discussed the following regulatory issues.

- Status of 130EP Amicus Brief
 - Sam reported that TxSWANA and the City of Waco filed an amicus brief supporting 130EP's and TCEQ's position that filing a Parts I/II application prior to the adoption of a siting ordinance grandfathers the application.
- Lawsuit involving Texas Disposal Systems Landfill, Inc. (TDSL) and Travis County Appraisal District (TCAD).
 - Sam reported on the lawsuit between TDSL and TCAD in which TDSL claimed that TCAD overvalued its landfill in Travis County, thereby causing TDSL to pay more in taxes than it actually owed. TDSL claimed that the TCAD valued the landfill much higher compared to other landfills in the region and the court agreed, finding that TDS overpaid in taxes by nearly \$1 million.
- Stakeholder Meeting on the Industrial & Hazardous Waste Rules
 - Sam reminded the board that July 26, 2019 from 9:00-4:30, TCEQ will host an informal stakeholder meeting to solicit input on upcoming changes to the Industrial & Hazardous Waste Rules. The board discussed sending Jeff Reed to the meeting to take notes and report back.
- NEPA Guidance on GHG Emissions
 - Sam reported on the Council of Environmental Quality's (CEQ) draft National Environmental Policy Act (NEPA) Guidance on Consideration of Greenhouse Gas Emission for public review and comments. Sam reported that the draft guidance

seeks to assist federal agencies in complying with NEPA by describing how agencies should qualify a proposed action's projected GHG emissions impact. This could impact permitting decisions for solid waste projects requiring federal agency approval. Sam informed the board that the comment period for the guidance document closes July 26, 2019.

- City IT Security
 - Sam reported on an article concerning a ransomware attack on Lake City, Florida in June 2019 and how the attack affected the city's day-to-day operation.

IB Report (McCary) –

David McCary presented the board with a draft of the Advisory Board's Management and Administrative Practices, which converts the IB to the Advisory Board.

David reported that other chapters are completing diversity and inclusion surveys to gauge the level of diversity in their respective chapters. The board discussed diversity and inclusion within TxSWANA.

SMART Update (Vartian) –

No discussion.

YP Update (Svendsen) –

No discussion.

Bylaw Discussion (Mayfield) –

Jeff Mayfield requested that the board send him comments and suggestions regarding bylaw items to address.

The board discussed whether the annual meeting should count as a separate meeting to meet the 50% attendance requirement. The board decided not to change the 50% attendance requirement in the bylaws.

The board discussed sharing TxSWANA's bylaws with the Oklahoma and Arkansas chapters.

2021 TxSWANA Conference Update (Holder) –

Holly Holder provided an update on the 2021 TxSWANA Conference, which is scheduled to take place in Lubbock, TX at the Lubbock Memorial Civic Center on April 25-28, 2021. Holly reported that all of the equipment can be stored inside the civic center, similar to the convention center in Houston, TX during the 2019 TxSWANA Conference.

2019 WasteCon (McHale) –

Richard MCHale provided an update on the 2019 WasteCon. The board discussed scheduling a board meeting during WasteCon for October 22, 2019 following the chapter officer meeting.

Richard informed the board that TxSWANA has a booth for WasteCon, which comes with two registrations that will be provided to Tiana Svendsen and Catelyn Scholwinski. The board discussed having Tiana and Catelyn prepare materials for the chapter and swag bags to hand out during WasteCon.

The board also discussed having the chapter pay for officer registrations for WasteCon. Jeff Mayfield informed the board that he could register the entire board at once. Richard planned to email the board with a deadline to respond on their availability to attend WasteCon.

OTHER BUSINESS:

The board discussed how traveling and scheduling impact board member meeting attendance. The board discussed scheduling more flexible meeting times around flight times.

The board discussed the chapter lock box and whether a change in address is needed. The board decided to keep the current lock box location.

Holly Holder provided the board with a current TCEQ MSW permits division chart showing changes in the division's hierarchy. The board also discussed the TCEQ's landfill viewer.

Richard MCHale updated the board on discussions with the Oklahoma chapter regarding a joint conference. Richard reported that the Oklahoma chapter is deliberating with its board and considering programming options for the conference. The board discussed March 4-5, 2020 as a potential date for the joint conference. The board also discussed including a Texas track and having Texas sponsors show exhibits. The board further discussed preparing a Memorandum of Understanding between the chapters concerning how revenue should be split.

ANNOUNCEMENTS:

None.

ACTION ITEMS:

- The Board to discuss policies for registration fees for speakers at the annual conferences (Holly Holder to draft versions for discussion).
- The Board to consider a shared-file location for sharing contracts that are public information.
- The Board to consider developing a “how-to” document for future Board members.
- The Board to consider developing a reimbursement policy.
- The Board to discuss a policy for supporting other organizations when requested.
- The Board to consider moving the annual meeting to the TxSwana Annual Conference.
- The Board to consider developing a records retention policy.
- The Board to consider hiring an Association Manager to assist in conference planning, membership recruitment, and other tasks for the benefit of the chapter.
- The Board to consider changes to the by-laws regarding the YP Board position and other changes.
- The Board to send comments and suggestions to Jeff Mayfield regarding bylaw items to address.
- The Board to register officers for 2019 WasteCon.

Future Agenda Items (All) --

None.

ADJOURN:

The meeting adjourned at 2:30, Central Time.

NEXT MEETING:

The next TxSWANA Board of Director’s meeting will be held at 10:30 a.m. Central time on Friday, August 16, 2019, at Corpus Christi, Texas.