

MINUTES

Eugene Toxics Board
Fire Conference Room – Second Floor
Eugene Emergency Services Center

January 24, 2006
3 p.m.

PRESENT: Doug Brooke, Chair; Marylee Bowman, John Jordan-Cascade, Jennifer Gleason, members; Terry Connolly, Eugene Chamber of Commerce; Ken Luse, private consultant; Glen Potter, Fire & EMS Department.

ABSENT: David Doll, Steve Johnson, RueAnn Thomas, members.

Mr. Brooke called the meeting to order.

I. Introductions

Those present introduced themselves.

II. Approval of Agenda/New Items

Mr. Potter added the Toxic Board 2006-07 Budget to his staff report.

III. Public Comment

There was no public comment.

IV. Approval of Minutes

Ms. Bowman moved, seconded by Ms. Gleason, to approve the Toxic Board minutes of November 15, 2005, as submitted. The motion passed unanimously.

V. Staff Report

Mr. Potter reported on the following:

- The City Council will hold a public hearing on the proposed toxic fee ordinance on February 27, which will remind the City Council of the response sent by the Toxics Board to the council direction. Council action will ensue on February 27 or March 13.

Mr. Potter was asked if the City Council had responded to the board's memo regarding the council direction. Mr. Potter replied he had not been so informed and suggested that possibly the council would address the memo on the occasion of the public hearing.

- A status quo budget, in the amount of approximately \$98,000, effective July 1, 2006, will be submitted – subject to board approval – to the City Council during the upcoming budget process.

Mr. Potter noted that the budget could be revised if the City Council moves forward to include gas stations in the program; however, he pointed out that such an addition to the program would require an educational process and therefore the charging of fees to gas stations would not move forward immediately.

- The reporting software for 2005 is nearly ready. The only change will be the new date and the addition of any chemicals reported as characteristic for the first time in 2004.
- Several “second cycle” audits were completed in December 2005 and January 2006, most of which were fairly routine. The “third cycle” audits are currently underway.

Mr. Potter explained that audits are mandatory every three years on a random cycle.

- Approximately one-third of the companies participating in the 2005 FTE poll have submitted their information and the remaining submissions are due to be received by the end of January. The pool of employees against which fees will be calculated appears to be about the same size as in past years.

In response to a question from Mr. Brooke, Mr. Potter explained that, as before, a fee cap of \$2,000 per facility will apply. The fee is expected to be in the neighborhood of \$30 per FTE up to the cap, so a facility employing more than 65 or so employees would pay \$2,000. Exact figures will be calculated when the FTE polling is complete.

- The Toxics Board Roster, included in the board packet, has been updated and should be reviewed by members for any further changes. .

Mr. Potter discussed the proposed budget and fees and the costs of the program. He requested the board's approval of the recommended FY07 budget and 2006 fees. Ms. Gleason noted that the program's costs had been extensively reviewed and had been reduced to the maximum extent possible while maintaining program requirements. By consensus and without objection, the board approved the proposed budget and fees for recommendation to the City Council.

VI. 2005 ANNUAL REPORT

Mr. Potter explained that the Toxics Board must submit an annual report providing a status of the program.

The board reviewed the draft report provided with the agenda and made the following changes:

Ms. Gleason referred to Page 1, Paragraph 4, Line 3, and requested that **However** be deleted. Ms. Gleason referred to Paragraph 3, and requested that **the exact wording of the motion adopted by the City Council be inserted into the report.** Ms. Gleason requested an additional sentence at the end of Paragraph 4: **The Toxics Board also reported that the idea of streamlining shows little promise.**

The board requested that Mr. Potter make the necessary changes and resubmit the report to the board at its next meeting, with the hope that all members will be present.

VII. SCHEDULE NEXT MEETING/AGENDA ITEMS

The board agreed to meet at the Downtown Library on March 14 at 3 p.m., to discuss the following agenda items:

- Annual Report
- February 27 Public Hearing/Subsequent City Council Action
- Recycling and De Minimus Amounts – Consider subcategories for output categories 3 and 8 (Refer to Items V. and VI. in the June 28, 2005 Toxic Board Minutes)
- Handbook Review

The meeting adjourned at 3:40 p.m.

(Recorded by Joyce Ogden)

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