



DATE: November 14, 2018

TO: Waste Management Authority Board
Source Reduction and Recycling Board

FROM: Wendy Sommer, Executive Director

BY: Justin Lehrer, Senior Management Analyst

SUBJECT: 2018 Priority Setting

SUMMARY

At its May 23 meeting, the WMA Board approved the 2018 priority setting process and agreed to shift to a two-year planning horizon (similar to our last process) to allow for more flexibility to adapt to changing conditions.

At the November 14 joint Waste Management Authority Board and Source Reduction and Recycling Board meeting, staff will present and lead discussion on stakeholder input gathered during the process and potential changes to the current guiding principles. Updated guiding principles will help with strategy and budget development over the coming two years; their adoption in December will conclude the priority setting process.

DISCUSSION

In November 2016, the Boards participated in the Agency's first two-year priority setting process. The culmination of this process was the adoption of a set of guiding principles that provide a decision-making framework for budgetary and programmatic decisions. Staff found that these guiding principles work very well in ensuring that we stay on track and our work aligns with our goals, strengths, and current external conditions.

Over the past several months we have solicited input from staff, boards, member agency staff (TAC and city managers), as well as project partners, grantees, allied non-profits, and government agencies. The desired end result is an update to the guiding principles that can be used to inform budget development for the next two years (fiscal years 2019-20 and 2020-21).

Topics relevant to this process have been discussed at recent Board meetings as well as among staff and TAC members, as outlined in the table below:

May 10	P&A PC/RB	Agency Goals & Indicators Update
May 23	WMA/EC	Introduce priority-setting process and timeline
June 14	P&A PC/RB	Circular economy principles for materials management
July 12	P&A PC/RB	Food Service Packaging and Marine Debris
September 13	P&A PC/RB	Discards Behavior and Markets
September - October	Staff TAC National Sword Task Force	Priority Setting Discussions
October 11	P&A PC/RB	Mandatory Recycling Ordinance
October 24	Energy Council WMA	Energy Council Priority Setting Agency Communications: approach and strategies
November 14	WMA/EC/RB Joint Meeting	Strategic Planning Workshop
December 19	WMA/EC	Adopt updated Priorities/Guiding Principles

At the November 14 Board meeting, Board Members will engage in a facilitated discussion of proposed changes to some of the guiding principles at outlined in the table below.

	Guiding Principle	Recommendation
1	StopWaste's non-mandatory projects will emphasize waste prevention over management of discards.	Reaffirm
2	Organics, as the largest remaining portion of the waste stream to landfill, will continue to be an emphasis for the next two years.	Reaffirm
3	Only implement ordinances that are currently in place (bags and mandatory recycling, plant debris), without introducing new mandatory programs in the coming two-year period.	Discuss
4	Pursue projects with multiple sustainability benefits (greenhouse gas reduction, water conservation), only when linked with materials and waste management.	Reaffirm (w/adjustment)
5	Explore innovative and experimental approaches that may be leveraged by member agencies.	Reaffirm
6	Develop programs that directly reach out to target audiences and communities; coordinate with Member Agencies.	Reaffirm

7	Emphasize project implementation and collect data only as needed to make informed decisions.	Reaffirm
8	Coordinate and collaborate with local public agencies to avoid duplication of effort.	Reaffirm
9	Ensure the flexibility to add new projects and cut back on existing projects when appropriate.	Reaffirm

Staff will return in December to seek final approval from the Board on revised guiding principles for fiscal years 19-20 and 20-21.

RECOMMENDATION

This item is for information only.