

2018 Hamilton County Recycling and Solid Waste District Work Plan

Program	Staff Responsible	Primary Staff Supporting	Program Date	Planning/Admin	Performance Measure	Description/Results/Comments
Direct Service Programs						
Yard Trimmings Drop-Off Sites	Susan	Michelle	3/24 – 11/25	Year-long	<ul style="list-style-type: none"> Drop-off visits: 24,500 Tons diverted from landfill: 2,700 	District operates three yard trimmings drop-off sites.
Household Hazardous Waste Program	Cher	Michelle	2 nd and 3 rd quarters	1 st , 2 nd , and 3 rd quarters	<ul style="list-style-type: none"> One-day event: 1,500 Semi-permanent: 6,000 	Planning in 1 st and 2 nd quarter. Administration and implementation of program in 2 nd and 3 rd quarters.
Tire Clean-ups	Susan	Michelle	Primarily 2 nd quarter	Year-long	<ul style="list-style-type: none"> Tires collected: 7,000 Participating communities: 23 	Tire collection activities include KCB grant and Ohio EPA Tire Amnesty Grant.
Public Recycling Program	Cher		Year-long, busiest in 3 rd quarter	Year-long	<ul style="list-style-type: none"> Events using District containers: 110 Residents reached: 150,000 	District provides outdoor recycling containers and technical assistance to community events and festivals.
Illegal Dumping Enforcement Program	Holly	Michelle	Begin 2 nd quarter	Year-long	<ul style="list-style-type: none"> Citations Investigations Inspections 	Wrapping up contracting, hiring, and logistics in 1 st quarter. Program likely to begin in 2 nd quarter.
Litter Collection Program	Michelle		1 st quarter	1 st quarter	NA	Wrap up 2017 program and give refund to communities.
Grant Programs						
Residential Recycling Incentive Program	Michelle	Susan	January/February	1 st quarter	<ul style="list-style-type: none"> Provide funding to communities based on tons recycled. 	Distribute funds to participating communities. The higher a community's diversion rate, the more dollars received. Train communities on new system in January, most administration in February and March.
District Priority Grant	Cher	Michelle	1 st quarter	1 st quarter	NA	Grants for recycling projects in Hamilton County based on priorities set by the Policy Committee. 2017 final reports due in 1 st quarter, program will close out.
Market Development Grant	Michelle	Jenny	1 st quarter application	If received, 2 nd and 3 rd quarter administration	<ul style="list-style-type: none"> Grants submitted: 2 	OEPA provides grants to businesses (through District) to expand end markets for recyclables. Applications available in Oct. and due Feb. District will submit two applications on behalf of Tri State Escrap and MadTree Brewing Company.
Community Development Grant	Michelle	Cher	4 th quarter	4 th quarter	NA	OEPA provides waste reduction funding. New applications considered in 4 th qtr.
Newsletters						
WasteNot	Michelle	Karli	1 st and 3 rd quarters	1 st and 3 rd quarters	<ul style="list-style-type: none"> Elected officials reached: 800 	Electronic newsletter targeted to elected officials and community contacts updating them on District activities.
Spencer's	Cher	Karli	1 st , 3 rd , and 4 th	1 st , 2 nd , 3 rd , and 4 th	<ul style="list-style-type: none"> Teachers reached: 650 	Electronic newsletter targeted to teachers updating them

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			quarters	quarters		on pertinent solid waste information.
Interchange	Mary	Karli	1 st , 2 nd , 3 rd , and 4 th quarters	1 st , 2 nd , 3 rd , and 4 th quarters	<ul style="list-style-type: none"> Subscribers reached: 500 	Electronic newsletter informing on waste reduction, recycling, success stories, and District programs. Redesign and rename in 2018.
Technical Assistance Programs						
Pollution Prevention Internships	Michelle	Mary	3 rd quarter	3 rd quarter	NA	Placement of interns at industrial facilities to identify waste reduction opportunities. Meet with partner agencies in Summer to determine future of program.
General Technical Assistance	Susan	Cher, Joy, Laura, Mary	Year-long	Year-long	<ul style="list-style-type: none"> Hotline calls received: 4,500 Website inquiries: 225 	Answer/check messages for Recycling Hotline; track/enter calls in database; respond to web inquiries
Let's Stop Waste	Mary, Cher, Jenny	Michelle	Year-long	Year-long	<ul style="list-style-type: none"> Facilities Assisted: 100 People Reached: 10,000 	Commercial assistance program helping businesses, schools, restaurants and more to reduce waste. Provide technical assistance and interior containers. New program launch in early 2018.
Institutional Organics Waste Reduction	Mary	Michelle, Cher	Year-long	1 st Quarter	NA	Develop a program to assist institutions, primarily universities and hospitals, reduce wasted food, recover surplus food, and recycle food scraps. Program to be developed in the first quarter.
Outreach and Awareness						
General Public Outreach and Marketing	Joy, Karli	Michelle, Holly, Susan (website)	Year-long	Year-long	<ul style="list-style-type: none"> Unique visitors to website: 190,000 Media clips: 180 	Implement strategies designed to increase awareness of waste reduction, recycling, composting, and District programs. Specific campaign not yet planned. Implement Recollect search function in 1 st quarter.
Social Media	Karli, Michelle (blog)	Joy, all staff	Year-long	Year-long	<ul style="list-style-type: none"> Facebook followers: 1,852 Twitter followers: 2,244 LinkedIn followers: 120 Compost blog page views: 85,000 	Implement strategies designed to increase awareness of waste reduction, recycling, and composting.
Household Hazardous Waste	Joy	Michelle, Susan	Spring	Year-long	<ul style="list-style-type: none"> Webpage unique page views: 12,000 	Continue campaign to educate residents on HHW reduction and permanent outlets for materials. Continue partnerships.
Target Communities	Karli, Michelle	Holly, Joy	Spring	Year-long	<ul style="list-style-type: none"> Target communities: 2 	Work with two communities to improve recycling. Community partnerships formed in first quarter. Karli will lead target community promotion. Michelle will lead target community technical assistance.
Public Events	Jenny	Cher/ Mary	Year-long	Year-long	<ul style="list-style-type: none"> People reached: 500 Events attended: 6 	Focus on large events and events appropriate for Wasted Food message.
General Presentations	All		Year-long	Year-long	<ul style="list-style-type: none"> Number of presentations: 10 	Conduct presentations to stakeholders promoting the District and programs.

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School Based Programs	Jenny	Cher	1 st , 2 nd , and 4 th quarters	Year-long	<ul style="list-style-type: none"> Students and adults reached: 10,000 Assemblies and classroom programs: 110 Field trips: 25 Special events: 3 	In class activities designed to teach children about recycling. Organize trips to landfill, recycling facilities and compost demonstration sites. Cher manages contract educators.
Adult Seminars	Jenny	Susan, Michelle	Late March- May	1 st , 2 nd , and 3 rd Quarters	<ul style="list-style-type: none"> Residents reached: 500 Number of workshops: 10 	Conduct backyard composting and wasted food reduction seminars for adults.
Annual Awards Program	Joy	All	November	3 rd Quarter	NA	Implement program to create an engaging and inspirational event.
Residential Recycling Awareness Campaign	Joy, Karli	Michelle, Holly	April, May, June	1 st and 2 nd quarters	<ul style="list-style-type: none"> Residential tons recycled increase Lbs./household recycling (3 mo.): 76 Total tons recycled target area: 2,200 	\$100,000 campaign to increase participation in residential curbside recycling programs. Campaign focuses on communities with automatic curbside recycling that are recycling below average pounds per household.
Save the Food Campaign	Jenny	Michelle, Karli, Joy	June-August, November	1 st and 2 nd quarters	<ul style="list-style-type: none"> Exposure (media impressions) Engagement (website) Engagement (Facebook) 	\$50,000 campaign to decrease residentially wasted food. Campaign will target families with young children and seek to both increase awareness of the issue and also change behavior.
Repair Fair Cincy	Michelle	Karli	1 st quarter	1 st quarter	NA	Assist in the planning and promotion of event in March.
Food Rescue Outreach	Cher	Jenny, Michelle	Year-long	Year-long	NA	Continue researching and working with partners to increase food rescue. Program may include promoting an app and helping solve transportation and storage issues.
Players for the Planet Electronics Recycling Event	Karli	Michelle, Joy	2 nd quarter	1 st quarter	NA	Serve on planning committee and help promote event to collect residential electronics for recycling.
Data Management/Reporting						
OEPA Annual District Report	Holly	Susan, Michelle	2 nd quarter	2 nd quarter	<ul style="list-style-type: none"> Report submitted to OEPA complete and on-time Conduct commercial and industrial recycling survey 	District reporting requirement to OEPA.
Health Department Contracts	Brad	Holly	Year-long	Year-long	NA	Manage contracts with the Hamilton County and Cincinnati health departments for waste-related inspections and enforcement.
Waste Composition Study	Michelle	Holly	2 nd and 4 th	1 st	NA	Conduct a waste composition study at Rumpke landfill in 2018.
Organics Study	Holly	Michelle	1 st and 2 nd	1 st		Conduct a study to determine organics feedstock available.
Leadership						
State Recycling Goals	Holly		Year-long	Year-long	NA	Provide input and attend meetings related to the state recycling goals.

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Regional Solid Waste Meetings	Holly	Michelle	Year-long	Year-long	<ul style="list-style-type: none"> Meetings organized and attended: 2 	Organize regular meetings with southwest Ohio solid waste management districts.
Green Umbrella	Jenny	Michelle	Year-long	Year-long	<ul style="list-style-type: none"> Participate in Green Umbrella Waste Reduction Action Team. Implement programs identified by committee. 	Assist waste reduction action team and local foods actions teams as appropriate.
Reuse Conex	Michelle		4 th quarter	1 st – 3 rd quarters	NA	Assist in the planning and promotion of international Reuse Conex conference in Cincinnati.