

## 2019 Hamilton County Recycling and Solid Waste District Work Plan

Program	Staff Responsible	Staff Supporting	Workload				Performance Measure	Description
<b>Direct Service Programs</b>								
Yard Trimmings Drop-Off Sites	Susan		1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Drop-off visits: 24,500</li> <li>Tons diverted from landfill: 2,700</li> </ul>	District operates three yard trimmings drop-off sites. 2019 and 2020 are option years.
Household Hazardous Waste Program	Cher	Susan, Michelle	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Households participating: 5,000</li> </ul>	2019 program under contract. Decide in May if 2020 program will proceed and, if so, start planning.
Tire Clean-ups	Susan		1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Tires collected: 5,000</li> <li>Participating communities: 15</li> </ul>	Tire collection activities with the KCB grant.
Public Recycling Program	Cher	Angela	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Events using District containers: 110</li> <li>Residents reached: 175,000</li> </ul>	District provides outdoor recycling containers and technical assistance to community events and festivals.
Illegal Dumping Enforcement Program	Michelle	Susan	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Citations: 34</li> <li>Cases investigated: 106</li> <li>Complaints received: 174</li> <li>Convictions: 3</li> </ul>	Sheriff department under contract until end of 2020. Manage program, help with outreach, schedule quarterly environmental task force meetings.
Compost Bin Sale	Angela	Jenny, Michelle	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Bins sold: 800</li> </ul>	Conduct a discount compost bin sale. Sale should work cooperatively with our compost seminars.
<b>Grant Programs</b>								
Residential Recycling Incentive Program	Michelle, Susan		1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Provide funding to communities based on tons recycled</li> </ul>	Distribute funds to participating communities. The higher a community's diversion rate, the more dollars received.
Organics Diversion Grant	Cher	Michelle	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Receive 10 applications</li> </ul>	Distribute funds for a new two-year grant program focused on organics waste reduction (yard trimmings and food waste)
Smart Kitchen Initiative	Mary	Cher, Jenny	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Implement technology in 1 commercial kitchen</li> </ul>	Subsidize the cost of technology to measure food waste. Targeted to large commercial kitchens.
Market Development Grant	Jenny	Michelle	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Promote availability in October</li> </ul>	OEPA provides grants to businesses (through District) to expand end markets for recyclables. Applications available in Oct. and due Feb.
Community Development Grant	Cher	Michelle	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Promote availability in October</li> </ul>	OEPA provides grants to communities and non-profit organizations. Applications available in Oct. and due Feb.
Ohio EPA Recycling Partnership Grant	Michelle	Joy, Angela	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Households reached: 17,000</li> <li>Reduce contamination by 30%</li> </ul>	Application due in first quarter. Focus on residential recycling contamination.
World Wildlife Fund	Angela, Cher	Intern	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Implement curriculum in 3 schools</li> </ul>	Implement WWF curriculum to reduce wasted food.
<b>Newsletters</b>								
WasteNot	Angela	Michelle, Joy	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Community contacts reached: 1,375</li> </ul>	Electronic newsletter targeted to elected officials and community contacts updating them on District activities.
Spencer's	Cher	Angela, Joy	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Teachers reached: 2,000</li> </ul>	Electronic newsletter targeted to teachers updating them on pertinent solid waste information.
In the Green	Mary	Joy	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Subscribers reached: 1,450</li> </ul>	Electronic newsletter informing on waste reduction, recycling, success stories, and District programs.

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<b>Technical Assistance Programs</b>								
Pollution Prevention Internships	Mary	Michelle	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Place intern in 1 facility</li> </ul>	Placement of interns at industrial facilities to identify waste reduction opportunities.
General Technical Assistance	Susan	Cher, Laura, Mary, Angela	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Hotline calls received: 4,500</li> <li>Website inquiries: 300</li> </ul>	Answer/check messages for Recycling Hotline; track/enter calls in database; respond to web inquiries.
Let's Stop Waste	Cher, Jenny, Mary	Angela	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Facilities Assisted: 115</li> <li>People Reached: 11,000</li> </ul>	Commercial assistance helping businesses, schools, restaurants and more reduce waste. Provide technical assistance and interior containers.
Waste Audit	Mary, Jenny, Cher		1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Set up contract and promote program</li> </ul>	Offer waste audits through a consultant to large producers of waste with complicated waste streams.
Hamilton County Buildings Recycling Program	Jenny	Angela, Intern	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Work with 5 county departments to improve waste reduction and recycling programs</li> </ul>	Provide technical assistance to Hamilton County Facilities and departments within Hamilton County to improve recycling program and reduce waste generated through county operations.
<b>Outreach and Awareness</b>								
General Public Outreach and Marketing	Joy	Michelle	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Unique visitors to website: 268,087</li> <li>Media clips: 75</li> </ul>	Implement strategies designed to increase awareness of waste reduction, recycling, composting, and District programs. Specific campaign not yet planned.
Social Media	Joy, Mary	All staff	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Social media followers: 6,068</li> <li>Compost blog page views: 99,400</li> </ul>	Implement strategies designed to increase awareness of waste reduction, reuse, recycling, and composting.
TAKE Back Your Home	Joy	Susan	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Unique webpage views: 19,620</li> </ul>	Continue campaign to educate residents on HHW reduction and permanent outlets for materials. Continue partnerships.
Community Outreach	Michelle/Angela	Joy	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Target communities: 2 communities assisted</li> <li>General community meetings: 10</li> </ul>	Work with two communities to improve recycling. Angela will lead target community promotion. Michelle will lead technical assistance if needed. Meet with other communities to inform them of our programs.
Public Events	Angela	Jenny, Cher, Mary	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>People reached: 1,000</li> <li>Events attended: 10</li> </ul>	Focus on large events and events appropriate for Wasted Food and recycling contamination message.
General Presentations	All		1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Number of presentations: 20 presentations</li> </ul>	Conduct presentations to stakeholders promoting the District and programs.
School Based Programs	Angela	Cher	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Students and adults reached: 10,000</li> <li>Assemblies and classroom programs: 110</li> <li>Field trips: 25</li> <li>School events: 3</li> </ul>	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, Angela	Susan	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Residents reached: 400</li> <li>Number of workshops: 10</li> </ul>	Conduct backyard composting and wasted food reduction seminars for adults. Consider conducting a zero waste living seminar. Backyard composting education should incorporate compost bin sale piece.
Annual Awards Program		All	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Implement awards program</li> </ul>	Implement program to create an engaging and inspirational event.
Residential Recycling Awareness Campaign	Joy	Michelle	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>To be developed</li> </ul>	\$115,000 campaign to increase participation and reduce contamination in residential curbside recycling programs.

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Save the Food Campaign	Jenny	Joy	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>To be developed</li> </ul>	\$50,000 campaign to decrease residentially wasted food. Campaign will target families with young children and seek to both increase awareness and change behavior.
Wasted Food Event	Jenny		1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>To be developed</li> </ul>	Large event to increase awareness of wasted food among residents. \$25,000 budgeted.
Food Rescue Outreach	Jenny, Intern	Cher, Michelle	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>To be developed</li> </ul>	Continue researching and working with partners to increase food rescue. Program may include promoting an app and helping solve transportation and storage issues.
Small Business/ School HW Outreach	Michelle	Mary, Cher, Jenny	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Establish program</li> </ul>	To be developed in 2019.
Cincinnati Reds/ PNC Electronics Recycling Event	Susan		1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Promote the event</li> </ul>	Serve on planning committee and help promote event to collect residential electronics for recycling.
<b>Data Management/Reporting</b>								
OEPA Annual District Report	Michelle, Susan		1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Report submitted complete and on-time</li> <li>Conduct commercial recycling survey</li> </ul>	District reporting requirement to OEPA.
Health Department Contracts	Brad		1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	NA	Manage contracts with the Hamilton County and Cincinnati health departments for waste-related inspections and enforcement.
Waste Composition Study	Michelle		1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Make report publicly available</li> </ul>	Waste composition study conducted at Rumpke landfill in 2018. Final report and analysis in 2019.
<b>Leadership</b>								
Regional Solid Waste Meetings	Michelle		1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Meetings organized and attended: 2</li> </ul>	Organize regular meetings with southwest Ohio solid waste management districts.
Green Umbrella	Jenny		1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	<ul style="list-style-type: none"> <li>Participate in Green Umbrella Waste Reduction Action Team</li> </ul>	Assist waste reduction action team and local foods actions teams as appropriate.