

Board of Directors  
Island Remediation and Public Participation Center (IRPPC)  
6 December 2001

Meeting minutes

The meeting was convened at 7:15pm at the Vashon Library; difficulties with access to the Chamber office forced relocation. Present were: Board President James English, Vice-President Lyman Houghton, Treasurer Nan Hammett, and Secretary Steven Macdonald; as well as guest Molly Gibbs, Public Involvement Coordinator for Washington State Department of Ecology. Director Macdonald was chosen to chair this meeting. The agenda is attached as the last page of these minutes.

**Announcements**

Steve Macdonald attended an EPA hearing in Seattle on 29 November, focused on EPA's proposed regulations for Zinc fertilizers made from recycled hazardous wastes. He testified on the need for stringent labeling standards, discussing the IRPPC soils education project.

**Review and adoption of minutes from prior meeting (11/1)**

The minutes were adopted without modification.

**Board business: Report of ad hoc Committee on Bylaws**

It was proposed and adopted to dissolve the ad hoc Committee on Bylaws.

**Review of 11/20 draft proposed PPG grant agreement**

Molly discussed Kathy Seel's concerns. It was proposed and adopted to accept the wording in the 11/20 draft of the PPG grant agreement. President English agreed to contact Kathy Seel to make arrangements to sign it.

**Development of workplan**

The workplan was briefly discussed, and its continued development supported. Consensus held that the Board did not need to finalize the workplan before the RFP could be issued.

The issue of financial transactions was briefly discussed. Treasurer Hammett agreed to contact the VMICC treasurer [now Jolene Lamb].

**Request for Proposals for contracted activities and Process for selection criteria for contract awards**

The draft RFP was discussed and adopted. The timeline was revised, to announce the RFP on 2 January 2002, with a deadline for submission of proposals on 6 February 2002. Secretary Macdonald agreed to send the RFP to Ecology for their review.

**HMRC topics**

The general issue of communications to and from HMRC was discussed. Consensus held that HMRC is the forum for broad discussion of all IRPPC planned activities.

**Next meeting**

The date for the next meeting was changed to Tuesday 15 January 2002, 7:15pm. Subsequent meeting dates were set to be held on the second Tuesday evening of each month: 12 February, 12 March, etc.

Location: Vashon Chamber of Commerce office in Parker Plaza on Vashon Highway.

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Agenda

**1. Announcements**

**2. Review and adoption of minutes from prior meeting (11/1)**

**3. Board business: Report of ad hoc Committee on Bylaws**

**4. Review of 11/20 draft proposed PPG grant agreement**

**5. Development of work plan**

**6. Request for Proposals for contracted activities and Process for selection criteria  
for contract awards**

**7. ALRC topics**

**Next meeting**

7:15pm Thursday before first Friday (ALRC). 3 January; 31 January; 28 February

Location: Vashon Chamber of Commerce office

Parker Plaza on Vashon Highway

(across the street from Windermere Real Estate)