

**July 11, 2018**

**Memorandum #2018-81**

**TO: askHRgreen.org: Fats, Oils and Grease Subcommittee**

**BY: Katie Cullipher, Principal Environmental Education Planner**

**RE: askHRgreen.org: Fats, Oils and Grease Subcommittee Meeting – Tuesday, July 17, 2018**

This is to call the next meeting of the **askHRgreen.org: Fats, Oils and Grease Subcommittee** for **Tuesday, July 17, 2018**. The meeting will begin at **9:30 a.m.** and will be held at the **Newport News Public Works Office** located at **511 Oyster Point Road, Newport News**.

In the event you are unable to attend, please let us know. Comments and suggestions based on this agenda package are welcome. The Agenda for the meeting is as follows:

**1. Meeting Summary**

The meeting summary for June is attached for your review and information.

Attachment 1

**Action:** Approve the meeting summary.

**2. askHRgreen.org Events**

August 25 – Bufflow Family & Friends Community Day, Chesapeake\*

September 8 – Newport News Go Green Festival

September 13-16 – Isle of Wight County Fair, Windsor

September 15 – VB Master Gardeners Fall Festival, Virginia Beach

September 15 – Elizabeth River Fest, Chesapeake\*

September 22-23 – Bay Days, Hampton\*

October 4-7 – Peanut Festival, Suffolk

*\*Need volunteers to staff event.*

HRPDC staff will provide an update on supplies purchased and repairs to be made to the askHRgreen.org trailer.

**Action:** Based on discussion.

### **3. Media & Promotions**

Red Chalk Studios will be in attendance to discuss promotions and media campaign priorities for the new fiscal year. The Committee will also discuss any updates related to the “Write as Rain” sidewalk messaging campaign planned for the fall.

**Action:** Based on discussion.

### **4. Brochures & Printed Materials**

*Yellow Grease Disposal & Cleanup Guide:* The Committee should continue to discuss content for the two rack cards that are to be developed: one for FSEs and one for professional recovery services.

*Good to Know/Good to Do BMP Brochure:* The Committee will review estimates from RCS for updating existing BMP materials into a new comprehensive brochure.

*FOG Rack Card:* The Committee should review the updated version of the FOG rack cards (attached). Once approved, 5,000 will be ordered.

Attachment 4A, 4B

**Action:** Based on discussion.

### **5. Printing & Promotional Items**

The following promotional items have arrived (5,000 sponges, toilet squeezers & compressed wash cloths). Committee members should make arrangements with HRPDC staff as needed.

**Action:** None.

### **6. FOG Contact & Ordinance Updates**

The Committee should review the current versions of the FOG Enforcement Response by Locality document and FOG Ordinance and discuss any additional updates that need to be made.

Attachment 6A, 6B

**Action:** Based on discussion.

### **7. Roundtable Discussion**

Committee members should share any information or discuss any current issues with their FOG programs.

**Action:** Based on discussion.

### **8. Staff Reports**

*Budget* – The (almost) final FY18 budget and current FY19 budget are attached.

HRPDC staff will provide an update on the *Green Learning Guide*.

Attachment 8A, 8B

**Action:** Based on discussion.

**Next Meeting** – Tuesday, August 21, 2018 at 9:30 a.m. in Chesapeake.

KC/sl