

May 15, 2019

**Memorandum #2019-85**

**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, May 21, 2019**

This is to call the next meeting of the **askHRgreen.org: Fats, Oils and Grease Subcommittee** for **Tuesday, May 21, 2019**. 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 April is attached for your review and information.

Attachment 1

**Action:** Approve the meeting summary.

**2. askHRgreen.org Events**

The current listing of events is as follows. HRPDC staff will provide an update on the current schedule for trailer repairs and application of the new wrap design.

5/23	City of Virginia Beach Public Works Employee Picnic	Virginia Beach
5/31	CARE and Wellness day	Chesapeake
6/2	Colonial Coast Girl Scout World Environment Day	Chesapeake
6/6	NASA Langley Safety & Health Expo	Hampton
6/23	Elizabeth River Fest	Virginia Beach
6/28	TGIF Summer Concert Series	Suffolk
8/9	TGIF Summer Concert Series	Suffolk
9/28	Bow Creek Block Party	Virginia Beach
10/10 - 10/13	Peanut Festival	Suffolk
10/12	Lynnhaven River Now Fall Festival	Virginia Beach

**Action:** Based on discussion.

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

The FY19 media plan is below for information. There are no remaining Committee campaigns for this fiscal year. The Committee should begin discussing initiatives for FY20.

- Grease Grinch Campaign – online Nov. 19 – Dec. 24 with two weeks of radio support (Nov. 19-25 and Dec. 17-23)
- What Not To Flush video campaign – (March 4-10) – existing video and new radio + an online quiz/challenge
- askHRgreen social media branding campaign - ongoing

**Action:** Based on discussion.

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

BMP brochures and yellow grease disposal rack cards (5,000 each) have been printed and received. Committee members should make arrangements to pick up supplies as needed.

**Action:** Based on discussion.

### **5. Website Development Initiatives**

HRPDC staff will provide an update on the current status of the HRFOG.com certification website.

**Action:** Based on discussion.

### **6. FOG MOA**

HRPDC will provide an update on the status of the FOG GCD Enforcement MOA. The attached version was approved by the regional Directors of Utilities Committee at their May 1 meeting.

Attachment 6

**Action:** Based on discussion.

### **7. Roundtable**

Committee members should share any information or discuss any current issues with their FOG programs. They should continue discussing any training or resources needed for FSEs/employees. In addition, the Committee should discuss the need to reach out to haulers regarding best practices/reminders for servicing GCDs in Hampton Roads.

Attachment 7

**Action:** Based on discussion.

### **8. Staff Reports**

*Budget* – The current FY19 budget is attached. The Committee should also begin discussing budget allocations for the FY20 budget.

*Digital Marketing Report* – HRPDC staff will provide an overview of April's digital marketing report.

Attachment 8A, 8B

**Action:** Based on discussion.

**Next Meeting** – Tuesday, June 18, 2019 at 9:30 a.m. in Chesapeake.