

askHRgreen.org | FOG Education Committee Meeting Summary
Tuesday, June 19, 2018
HRPDC – Chesapeake

Rebekah Eastep, HRPDC
Beth Vandell, HRPDC
Cathy Filipowski, NO
Regina Duncan, HA
Amanda Albright, HRSD
Jerry Hoddinott, CH

Brent Werlein, VB
Tom Fauber, JCC
Michael Coy, YK
Laura Tworek, VB

The summary for the meeting is as follows:

1. Meeting Summary

The May meeting summary was reviewed and approved.

ACTION: Meeting summary approved.

2. Events, Promotions & Media

June 30 – Olden Days, Smithfield

August 25 – Bufflow Family & Friends Community Day, Chesapeake – *Need to confirm hours*

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

September 15 – Elizabeth River Fest, Chesapeake*

September 22-23 – Bay Days, Hampton*

October 4-7 – Peanut Festival, Suffolk

**Need volunteers to staff event.*

Trailer repairs and maintenance

HRPDC staff will get quotes for trailer repairs and provide estimates for Committee consideration.

Action: HRPDC staff will get trailer repair estimates. Committee members should consider volunteering for an upcoming event.

3. Media & Promotions

“What Do You Know” media campaign is running May 28-June 10. A summary report should be available for Committee review at the July meeting. Videos can be made available for use by municipal TV channels, etc. Committee members should notify HRPDC staff if there are any specifications or formats needed for using the video locally.

HRPDC updated the Committee on the Write as Rain campaign.

- The final stencil designs were provided to the Committee.
- The Write as Rain workgroup will be meeting at the end of June to further discuss promotions, engagement, and public relations opportunities.

Action: HRPDC staff will schedule Write as Rain workgroup meeting.

4. HRFOG.com Development Initiatives

The Committee discussed work on HRFOG.com

- HRPDC staff has requested some updates to the “Learn” page of the website to include the HRSD permitted haulers list and the link to the regional GCD sizing standards in the “Additional Resources” section of the page.
- The full user report continues to have a timeout error, however, Norfolk Utilities is able to run the report and provides it to HRPDC staff weekly if anyone needs an updated version.
- CH2M staff is now monitoring for spam accounts and proactively removing suspicious accounts.
- HRPDC staff is in the process of finalizing queries and reports to be used for data cleanup in the backend of HRFOG.com. This may address some of the slowness/timeout errors with running reports.

Action: HRPDC staff will continue to work with CH2M to implement enhancements and tasks.

5. Yellow Grease Disposal

The Committee discussed and reviewed the revised content for the yellow grease disposal and cleanup guide.

- The Stormwater Education Committee has received the content but no feedback has been provided to date. HRPDC staff will revisit with the Stormwater Education Committee at their next meeting and assign a deadline for feedback.
- The committee determined that two rack cards would be needed. One for FSE and another for professional recovery services. Only the FSE version would be professionally designed and printed. Because the professional cleanup and recovery industry is such a small number of companies, an in-house design and print job would be sufficient.

The Committee discussed combining the “good to know” and “good to do” information with content from the BMP brochure and BMP poster to have Red Chalk Studios create one comprehensive outreach brochure.

- The Committee reviewed the layout of the Gold Street brochure. There was interest in researching the cost of using the Gold Street materials instead of creating branded materials. Access may be included in a membership with the Southeastern FOG alliance.
- The Committee requested a quote from RCS on designing a branded brochure and also redesigning other FOG outreach materials.

Action: HRPDC staff will research Southeastern FOG Alliance membership and Gold Street materials. HRPDC staff will also request a quote for design work by RCS.

6. Printing and Promotional Items

The following items were ordered to wrap up FY19:

- Sponges – 5,000
- Toilet squeezers – 5,000
- FOG rack cards – 5,000
- Compressed Wash Cloths – 2,000

Action: None.

7. Roundtable Discussion

- York – finished with FSE registration and will begin inspections soon
- Norfolk – Cathy is now staying on with the FOG program but department is being reorganized.
- HRSD – Norfolk Airport is being inspected, talking with Lidl about FOG program compliance, requested HRPDC staff resend the FOG contact list for updates, surcharge inspectors will be focusing on samples of hotels, schools and developing averages for alcohol production businesses, multi-occupancy is not the highest priority at this time, SWIFT tours underway and Committee invited to attend
- Virginia Beach – oceanfront inspections are underway, meeting with Virginia Beach Restaurant Association
- Bay Star Business –Committee members would like to be notified when a restaurant signs up from their locality to ensure they are meeting FOG requirements.

Action: HRPDC staff will work with HRSD staff to set up a tour of SWIFT facility.

8. Staff Reports

Budget – The Committee reviewed the FY18 budget. The Committee also reviewed the FY19 budget and had no changes at this time.

Green Learning – Final edits are underway and HRPDC staff will be reaching out to potential print sponsors.

Action: None.

Next Meeting – Tuesday, July 17, 2018 at 9:30 a.m. in Newport News.