



RASWC Environmental Management System

2021 Senior Management Review

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I. Opening

Purpose: for evaluating and documenting the status of the RASWC Environmental Management System to be reported to the Rathbun Area Solid Waste Commission Board of Directors and to plan future EMS activities/procedures.

II. Review

A. EMS Core Team Roster

Remove Kaster (retired); updated Blozovich to RASWC director and EMR

B. Environmental Policy

No changes

C. Legal and Other Requirements

No changes

D. Roles and Responsibilities

Updated document to reflect Director and Administrative Assistant will lead the process when establishing EMS Objectives and Targets and will lead when revising the Environmental Policy Statement. The EMS Core team and RASWC Board will support the director and Administrative Assistant in both these areas.

E. Activities and Impacts

Increased threshold of when actives are considered significant. Activities/impacts that rank 15 or above are considered significant. (previous threshold was 9 or above)

F. Objectives and Targets, Action Plan Status

Reviewed and set new objectives, targets, and action plans.

G. Communications from External Interested Parties

None to report

H. Training Efforts

Exploring additional options for training program.

I. Results of 2020 Internal EMS Audit

- a. Commendable:** Aspects and Impacts have been updated regularly to include new activities.
- b. Opportunity for Improvement:**

Aspects and Impacts: Further clarify aspects and impacts ranking responsibilities and procedures.

c. Partly Met:

Objectives/Targets: EMR provided additional information for O/T 20-2 Whit Goods supporting a target and metric addressing the Greenhouse Gas Reduction element and thus satisfying this requirement. Documentation should be updated to reflect activities immediately.

J. Results of 2020 External EMS Audit

a. Commendable: Documentation and onsite interviews at the time of audit provided evidence that RASWC has fully embraced a systematic process regarding the merit, value and significance of determined Objectives and Targets. This process ensures Objectives and Targets are feasible and attainable. Reevaluation and Modification practices have continued to evolve as RASWC's EMS has matured. New methods and approaches have been developed and Reevaluation and Modification is now engrained into the overall EMS system thus leading RASWC to more successful outcomes more often.

b. Opportunity for Improvement:

Monitoring and Measurement: Some metrics could be further strengthened to more accurately reflect RASWC's successes. For example, new users are being accurately tracked and documented, however a secondary benefit is the overall increased usage of the RCC by the public at large. RASWC might consider tracking and documenting overall users, including former first time users who are now consistently using the services provided by the RCC. Refining this target would allow RASWC to capture both metrics and documenting dual successes in the HHM component area.

K. Nonconformities

None to report.

L. Environmental Performance of RASWC.

No issues to report.

M. EMS Handbook

EMR reports that handbook in the process of being updated.

III. Reflections on 2020 Fiscal Year Budget and Beyond

IV. Address findings of 2020 Management Review

Opportunity for education:

We will continue to look for adult education opportunities.

2019: When discussing the education portion of our objectives and targets, it was suggested we look into adult education opportunities. Specific group mentioned was Rotary club. We could put together a slide show detailing operations at RASWC, item accepted, data on marketed materials at Recycle Center.

V. Address findings of 2021 Management Review and Document Root Causes, Corrective and Preventive Actions

VI. Summary of Action Items and Nonconformities to be reported to the Commission

None to report.

VII. Closing