NERC’s mission is to advance an environmentally sustainable economy by promoting source and toxicity reduction, recycling, and the purchasing of environmentally preferable products and services.

NERC is an equal opportunity employer & provider.
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Introduction

This fiscal year was one of transition for NERC, including changes in Board of Directors membership, design of a new website and a logo, adoption of a new extended producer responsibility policy position, the addition of a fee for service program, several grants and projects ending, and others beginning.

Staff accomplishments included a successful grant application to the Roy F. Hunt Foundation for environmentally preferable purchasing model specifications, launch of the Reuse Marketplace, expansion of the State Electronics Challenge, planning for a textile workshop in New Hampshire, and completion of a national survey on CRT management by electronics recyclers.

Organization

Board of Directors

NERC is led by a Board of Directors with representatives from the dues-paying member northeastern states. The Board is a dynamic force that guides the organization and shepherds its success. This year, two members of the Board – Peter Pettit, New York Department of Environmental Conservation and Carey Hengstenberg, Vermont Agency of Natural Resources – left the Board. Replacing Peter for the state of New York is Tom Lynch, and joining the Board to represent Vermont is Bryn Oakleaf. Both Peter and Carey contributed significantly to NERC and its mission and we wish to extend our gratitude and thanks.

In FY 2013 NERC’s Board of Directors was as follows:

Connecticut: Robert Isner, Connecticut Department of Energy & Environmental Protection

Delaware: Rick Watson, Delaware Solid Waste Authority

Maine: George MacDonald, Maine Department of Environmental Protection

Massachusetts: Greg Cooper, Massachusetts Department of Environmental Protection

New Hampshire: Sharon Yergeau, New Hampshire Department of Environmental Services

New Jersey: Guy Watson, New Jersey Department of Environmental Protection

New York: Peter Pettit & Tom Lynch, New York Department of Environmental Conservation

Rhode Island: Sarah Kite, Rhode Island Resource Recovery Corporation

Vermont: Carey Hengstenberg & Bryn Oakleaf, Vermont Agency of Natural Resources
**Officers of NERC**

NERC’s officers constitute the Executive Committee, which has general administrative oversight for the management of NERC and may act in lieu of the full Board of Directors between meetings. The Executive Committee consists of the President, Vice President, Treasurer, and Secretary. The Secretary is a non-elected position held by NERC’s Executive Director.

**President** – Sarah Kite, Rhode Island Resource Recovery Corporation

**Vice President** – Robert Isner, Connecticut Department of Energy & Environmental Protection

**Treasurer** – George MacDonald, Maine Department of Environmental Protection

**Secretary** - Lynn Rubinstein, Executive Director, NERC

**Staff**

NERC staff is responsible for project development and implementation, providing member services, organizing conferences, workshops, and Board Meetings, grant writing and fundraising, and the daily operation of the organization. During FY 2013, NERC had four staff, three of whom worked full-time:

- Lynn Rubinstein, Executive Director
- Mary Ann Remolador, Assistant Director
- Athena Lee Bradley, Projects Manager
- Patricia Dillon, Program Manager

In addition to staff, NERC was assisted by both a temporary employee and a contractor providing office management and bookkeeping support.

**Advisory Members**

NERC encourages the public and private sectors to become involved in the organization and offers the opportunity to join as non-voting Advisory Members. The result is a broadened and strengthened organization. During FY 2013, there were 53 Advisory Members, one of which was a Benefactor, and 19 of which were Sustaining Members. Sustaining Members contribute at a higher dollar level than do Supporting Members, with Benefactors supporting NERC at the highest level. Appendix C details fiscal year 2013 Advisory Members.

**Individual Supporters**

NERC had its first Individual Supporter step forward in fiscal year 2013. We look forward to more in FY 2014.

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1 Ms. Dillon is a part-time, hourly employee.
Projects & Programs

The projects and programs developed and implemented by NERC promote the mission and vision of the organization and are principally funded in four ways:

- Grants from state and federal agencies
- Dues paid by State and Advisory Members, and contributions from Individual Supporters
- Contracts with entities that hire NERC to do work on their behalf
- Program sponsorship.

NERC’s conferences and workshops are not, generally, a funding source.

NERC staff are responsible for grant and project development, including project and grant submittals. NERC submitted, or participated in submissions for, several projects and grants in FY 2013 and was successful with one grant application and several projects.

Contract & Sponsor Funded Projects & Programs

**Capacity Building for Residential Bulky Rigid Plastics Collection**

The goal of this project was to expand the residential collection of non-bottle bulky rigid plastics. NERC conducted interviews with residential recycling programs around the country that accept this material, MRF operators, and end-markets. A draft report that summarized the results and made recommendations for residential recycling programs was written. Additional research will be conducted in FY 2014 to update and finalize the document.

**Project Manager:** Lynn Rubinstein (lynn@nerc.org)

**Funding source:** Association of Post-Consumer Plastics (APR)

**CRT Management Survey & Analysis**

Through a contract with the Consumer Electronics Association (CEA) (http://www.ce.org/) NERC conducted a national survey and study of the current status of CRT management by e-scrap recyclers in the United States. The survey results were analyzed and reported (http://www.nerc.org/documents/Electronics/CRT%20Management%20in%20the%20US%20-%20May%202013.pdf) at a by-invitation only multi-stakeholder meeting organized by CEA, ISRI, and ERCC. NERC’s Executive Director, Lynn Rubinstein, facilitated the meeting.

**Project Manager:** Lynn Rubinstein (lynn@nerc.org)

**Funding source:** Consumer Electronics Association

**Electronics Recycling Coordination Clearinghouse (ERCC)**

The ERCC is a forum for coordination and information exchange among the state agencies that are implementing electronics recycling laws, as well as impacted stakeholders. NERC provides administrative and financial management support, while the National Center for Electronics Recycling (NCER) manages programs and the website (http://ecycleclearinghouse.org/).
Membership in the ERCC consists of either voting members, who are state governments that are implementing electronics recycling laws or affiliate, non-voting members, consisting of industry and other organizations. Membership in fiscal year 2013 included 16 state voting members and 22 Affiliate Members (see http://www.ecycleclearinghouse.org/Content.aspx?pageid=17).

**ERCC Accomplishments**

ERCC took on several significant projects during the fiscal year:

- Hosting of a successful workshop on “The Future of E-Scrap Laws” at the E-Scrap 2012 conference
  - Attendees from government, industry, and non-profit organizations reviewed the key lessons learned from existing electronics recycling laws and identified emerging issues and trends, such as voluntary programs, recycling market changes and changing products that are beginning to impact future state laws. A discussion about a future program vision was also held.
- Launched the manufacturer registration website known as www.ecycleregistration.org
  - This website enables manufacturers to register the common information on their covered products in one place, instead of separately in each state. There are currently six states allowing the use of cycle Registration website for their registrations.
- Held a productive ERCC Member Meeting before the NERC Fall Conference
  - 20 attendees in the room and online heard about recent activities and helped prioritize for the coming year
- ERCC booth at the E-Scrap Conference
  - Discussed ERCC membership benefits with trade show attendees.
- Published the ERCC “Best Practices” for collector sites document and held a webinar to explain

**ERCC Conference Representation**

The ERCC program was represented at the following conferences:

- E-Scrap 2012 – Workshop and Panel Discussion
- Consumer Electronics Show 2013
- SWANA Pennsylvania Fall Conference 2012
- Illinois Counties Solid Waste Management Association Illinois Electronics Summit
- CEA/ISRI/ERCC Stakeholder Meeting on CRT Management Issues
- Pennsylvania Covered Device Recycling Act Summit 2013


**Project Managers:** Lynn Rubinstein (lynn@nerc.org), NERC and Jason Linnell (jlinnell@electronicsrecycling.org), NCER

**Funding:** Membership dues
Massachusetts Recycling Jobs Task Force
Based on a recently completed study on recycling and jobs in Massachusetts, SkillWorks - a multiyear initiative to improve workforce development in Massachusetts - received funding for the creation of a Recycling Jobs Task Force to address some of the findings in the report. NERC, a subcontractor to Perlmutter Associates, participated in the Task Force and provided expertise on the reuse and recycling industries in general and in Massachusetts in particular.

Project Manager: Lynn Rubinstein (lynn@nerc.org)
Funding: Perlmutter Associates

New York State's Recycling Markets Database
NERC completed a seven-year contract with New York State’s Empire State Development's Environmental Services Unit (ESU) to compile and maintain its recycling markets database. The database served as an online, up-to-date interactive tool to help users locate outlets for materials that can be reused, recycled, or composted. The database (http://appcenter1.esd.ny.gov/IESDRecyclingMarkets/) provided exposure for recycling and reuse operations and helps end users of recovered materials in New York State and across the Northeast access the raw materials needed for production. At the time the project ended, more than 1,450 listings of brokers, processors/recyclers, manufacturers, reuse organizations, compost operations, re-manufacturers, and other recycling-related service providers had been compiled. In 2012, nearly 4,100 users accessed the database. Efforts were made to find a way to continue the database as a regional project, but were not successful.


Three NERC Email Bulletin articles were written about the database including:

In addition to supporting the database, NERC spent considerable effort it attempting to identify ways to continue the database beyond the term of support from New York Empire State Development. To date, none of these efforts have been successful.

Project Manager: Athena Lee Bradley (athena@nerc.org)
Funding: New York Empire State Development

Regional Materials Exchange
NERC launched the regional materials exchange, renamed the Reuse Marketplace ([www.reusemarketplace.org](http://www.reusemarketplace.org)) in November 2012. The site is intended to promote reuse among businesses, government, non-profits, and institutions in the seven participant states—Connecticut, Delaware, Massachusetts, New Jersey, New York, Rhode Island, and Vermont. The eligible entities are able to post available and wanted items on the site. Anyone is eligible to browse the site and respond to the owners of the listed items.

Accomplishments in FY 2013 included:

- Worked extensively with iWasteNot Systems to identify problems with the website functionality and modifications needed to make the site more user-friendly.
- Marketed the site by
  - Working with EPA Region I and the New Jersey Department of Environmental Protection to present a national webinar to EPA’s Waste Wise Partnership Program members, EPA staff, state environmental officials, and municipalities
    - The webinar recording can be found at [http://www.reusemarketplace.org/?content=news.view;news_id=1327](http://www.reusemarketplace.org/?content=news.view;news_id=1327)
  - Writing and distributing a press release to NERC’s press contacts
    - Press release can be found at [http://www.reusemarketplace.org/?content=news.view;news_id=1333](http://www.reusemarketplace.org/?content=news.view;news_id=1333)
  - Writing NERC Bulletin articles:
    - [Reuse Marketplace – A Great Website to Get Rid of or Find Reusable and Surplus Items](http://www.nerc.org/news-and-updates/nerc-bulletin/june-2013-bulletin/?showyear=2013#reusemarketplacejune13)
    - [NERC Showcases Reuse Marketplace](http://www.nerc.org/news-and-updates/nerc-bulletin/april-2013/?showyear=2013#reusemarketplace)
  - Posted an article to NERC’s Blog
    - [Use the Reuse Marketplace for Getting Rid of Unwanted & Surplus Items](http://www.nerc.org/nerc-blog/2013/04/16/use-reuse-marketplace-for-getting-rid-16/)
  - Posted several Facebook announcements
  - Maintained communication with the Reuse Marketplace members
  - Searched for events at which to present
    - Wrote announcements for municipalities, businesses, non-profits, and schools and posted them on listservs and distributed them to email lists
  - Explored possibility of adding participant states to the Marketplace
    - Webinar presentation to the Maryland Recycling Network, and discussed the site with potential partners in Maine and Illinois
  - Developed a marketing subcommittee of the Advisory Committee
    - Marketing pieces developed at the suggestion of the subcommittee included:
      - Business Cards for distributing at meetings and at exhibit halls
      - Ads to be used with social media announcements, in advertisements, on websites, etc.
• Provided Reuse Marketplace Advisory Committee with updates on the progress of the site functionality and listing activity, as appropriate

**Project Manager:** Mary Ann Remolador ([maryann@nerc.org](mailto:maryann@nerc.org))  
**Funding:** State governments and private businesses

**Rural and Small Town Organics Management**
NERC received a U.S. Department of Agriculture Rural Utility Services Solid Waste Management Grant to work with rural and small towns and solid waste districts in Maine, New Hampshire, New York, and Vermont to implement best management practices for organics and disaster debris. The project ends in September 2014.

Through the project NERC has developed an Organic Materials Best Management Practices Guidance Document for rural and small towns, including case study examples. These can be found on the NERC website by conducting a search under the key word “Compost/Organics” on the **Resources** page ([http://www.nerc.org/nerc-resources/search-for-resources](http://www.nerc.org/nerc-resources/search-for-resources)).

NERC implemented four organics management trainings—one each in New York, Vermont, Maine, and New Hampshire, with more than 170 people attending. All workshops featured a range of guest speakers, a roundtable discussion between workshop attendees and speakers, and a networking lunch. Topics included best management practices for maintaining and operating an organics diversion program; implementation strategies for successful and cost-effective organics management, including food scrap composting; state requirements for organics composting; commercial food generator reduction, recovery, and organics recycling; and more.

On-site technical assistance has been delivered to Woodstock, New York; Chelsea, Vermont; Skowhegan, Maine; and Effingham, New Hampshire. Assistance included: providing home composting workshops, conducting a survey of residents about home composting and food scrap composting practices, developing outreach for a pilot food scrap composting program, and composting leaves and brush at a town transfer station.

Two organics management webinars were held, one each for the states of New York and New Hampshire. Two additional trainings will be provided in New York State in FY14, along with additional state webinars about best management practices for rural and small towns, organics diversion programs and debris management preparedness and one national webinar.

Articles about the project were published in:
• A NERC Blog (http://nerc.org/news-and-updates/blog/nerc-blog/series) was started, with several articles appearing during the fiscal year:
  o April 30, 2013 - Managing Organics - We can do Better!
  o May 7, 2013 - Managing Organics - We can do Better! Part 2
  o May 14, 2013 - Managing Organics - Low Cost Organics Reduction
  o May 21, 2013 - Food Recovery - An Important Step along the Organics Management Path
  o June 4, 2013 - Organics Recycling = Composting
  o June 11, 2013 - More Low Cost Composting Options
  o June 19, 2013 - Opportunities and Action in Home, School, and Special Event Composting
  o June 26, 2013 - Who’s Doing It? Home, Neighborhood, School, and Special Event Composting in Action


Project Manager: Athena Lee Bradley (athena@nerc.org)
Funding: Sustainable Agriculture Research and Education, United States Department of Agriculture

Toxics in Packaging Clearinghouse

NERC continued to provide administration and staffing of the Toxics in Packaging Clearinghouse (TPCH) (http://www.toxicsinpackaging.org). TPCH is a membership organization with nine state members: California, Connecticut, Iowa, Minnesota, New Hampshire, New Jersey, New York, Rhode Island, and Washington. In addition, the Steel Recycling Institute, American Chemistry Council, and the Glass Packaging Institute were Advisory Members of TPCH in FY 2013.

TPCH provides outreach and technical support services to member states, coordinates implementation of state toxics in packaging programs to ensure consistency among states, and serves as the central point of contact for the regulated community. TPCH also provides research support on toxics in packaging to assist member states in assessing compliance with state laws, and provide direction for the development of outreach materials. In December 2013, TPCH released a research bulletin on inks and colorants (http://www.toxicsinpackaging.org/projects_publications.html). For this project, TPCH screened over 130 single-use shopping and mail order bags for the presence of lead and cadmium in inks and colorants using x-ray fluorescent (XRF) analysis.

TPCH has additional research efforts underway on metal packaging components and glass bottles. Under contract to the California Department of Toxics Substance Control, TPCH will release a report in 2013 that evaluates analytical test methods for glass. The results of this study will be used to develop and provide technical assistance and outreach to stakeholders on best practices for compliance testing for glass packaging under toxics in packaging statutes.

2 The State of Illinois declined to renew its TPCH membership for FY13 due to state fiscal constraints.
**Zero Waste New England E-Guide**

EPA New England awarded a contract for the development of an online “Zero Waste New England Communities” toolkit to a team of zero waste experts that includes NERC. On October 2, more than 100 recycling professionals from around the region gathered to participate in "Pathways to Zero Waste - New England" workshop. The workshop was part of an EPA New England funded project involving a team of zero waste experts that includes the Northeast Recycling Council. The project will culminate with a "Zero Waste New England E-Guide." Participants gathered in three locations — Chelmsford, Massachusetts; Randolph Center, Vermont; and Hartford, Connecticut. NERC staff assisted in facilitating the workshop.

One NERC Email Bulletin articles was written on the project: November 2012: [Pathways to Zero Waste – New England](http://www.nerc.org/news-and-updates/nerc-bulletin/november-2012/?showyear=2012#zerowastenovember12)

**Project Manager:** Athena Lee Bradley (athena@nerc.org)
**Funding:** HDR GSA

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**Grant Funded Projects**

**C&D Reuse & Recycling Trainings in Puerto Rico**

NERC conducted two Building for the Future C&D reuse and recycling trainings in Puerto Rico—one in San Juan and the other in Ponce.

Accomplishments in FY 2013 included:

- Developed contacts in Puerto Rico to assist with marketing of the trainings to potential attendees, and identifying caterers and training site venues
- Organized and monitored distribution of the training brochures
- Identified and registered training for continuing education course credits (CEUs) with five entities—SWANA, American Institute of Architects, National Association of Home Builders, College of Engineers & Surveyors of Puerto Rico, and College of Architects of Puerto Rico
- Worked extensively with WasteCap Resource Solutions and Environmental Finance Center at Syracuse University on the training content
- Initiated a pre-training conference on reuse and recycling requirements in Puerto Rico with the Puerto Rican government, the building-related industry sectors, and Environmental Finance Center at Syracuse University
- Established relationships with training site hosts and finalized arrangements
- Attended each training and managed site logistics, including the CEU requirements
- Managed project budget
- Worked extensively with Environmental Finance Center at Syracuse University to satisfy reporting requirements on the project content and budget
- Wrote articles for NERC’s Blog:
Discarded Textiles Management Training
NERC was hired to conduct a training in New Hampshire in FY 2014 for recycling facility operators and managers, and town officials, on diverting textiles from the waste stream. Planning for the event began in FY 2013. In addition to NERC staff facilitating and presenting at the training, members of the Secondary Materials Association for Recycling Textiles (SMART) will also be presenting.

Accomplishments in FY 2013 included:
- Negotiated the contract terms with the State and completed all required paperwork
- Identified the training date
- Requested SMART members to join NERC staff in presenting the training
- Developed a draft agenda

Increasing Paper Recycling by Businesses in the Northeast
NERC completed its work on the paper recycling project. The project focused on providing direct technical assistance to two companies recycling efforts, with a special focus on paper recycling. For the project, NERC worked with Akamai in Cambridge, Massachusetts and St. Mary’s Health Systems in Lewiston, Maine.

Accomplishments in FY 2013 included:
- Researched food waste collection costs for Akamai and provided them with information and contacts
- Obtained recycling data from St. Mary’s and calculated environmental impact using EPA’s WARM Tool
- Wrote and submitted the final report to EPA, Region I

Marketing On-Farm Compost for Sustainability & Economic Viability
In the final year of a 4-year grant from the Northeast Sustainable Agriculture Research and Education (SARE) Program, NERC provided technical assistance and support to farmers to enhance the marketing of compost in Massachusetts, New York, New Jersey, and New Hampshire.

A number of resources have been developed for the project, including:
- [Making Your Compost Product Work for You](http://nerc.org/documents/compost_marketing/making_your_compost_product_work_for_you.pdf)
Through the project, NERC conducted seven compost marketing workshops in four states (two workshops in 2010; four workshops in 2011; one in 2012). A total of 277 participants from around the Northeast participated in the workshops. Participants included farm compost operators as well as municipal and private sector compost operators.

PowerPoint Presentations from each of the workshops offered through the project and additional documents can be obtained by doing a search for "Compost/Organics" on the NERC website Resources page (http://www.nerc.org/nerc-resources/search-for-resources).

NERC staff made nine on-farm visits to provide technical assistance about marketing and to assist compost operators in developing marketing plans, including farms in Massachusetts, New Hampshire, New York, and Rhode Island.

Two NERC Email Bulletin Articles about the project were published:

Two NERC Blog articles were also written:
- NERC Blog – March 12, 2013 - Farm Compost Marketing in Rhode Island and New Hampshire (http://www.nerc.org/nerc-blog/2013/03/12/farm-compost-marketing-in-rhode-island/)

Project Manager: Athena Lee Bradley (athena@nerc.org)
Funding: Sustainable Agriculture Research and Education, United States Department of Agriculture

Simplifying Environmentally Preferable Purchasing by Public Sector Agencies
NERC received funding to develop model environmentally preferable purchasing (EPP) specifications for three common products that purchasers find challenging to buy “in green.” The project also includes forming a working group of EPP experts to develop the model specifications, and promoting the specifications and EPP.

Accomplishments in FY 2013 included:
- Identified Advisory Committee members
- Conducted a national survey about EPP specification priorities
- Analyzed survey responses
- Researched organizations and agencies that recently developed EPP specifications
- Selected three products for which to write EPP specifications (printing and writing paper, office products, and toner cartridges)

**Project Manager:** Mary Ann Remolador (maryann@nerc.org)

**Funding:** Roy A. Hunt Foundation

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**State Electronics Challenge**

The State Electronics Challenge (SEC) is a voluntary program that works with state, regional, tribal, and local government entities to decrease the environmental footprint of office equipment. The SEC promotes:

- Environmentally preferable purchasing of electronics using the Electronics Product Environmental Assessment Tool (EPEAT®)
- Improved operations and maintenance of equipment (e.g., power management)
- Paper use reduction
- Reuse and donation
- Responsible recycling of office equipment.

During FY 2013 several milestones were achieved:

- Expanded the program to include imaging equipment
- Number of Partners – entities electing to participate in the program - increased to 119 – a 24% increase over FY 2012
- Number of states represented increased to 36 – one additional state since FY12
- Number of employees participating in program reached 160,000 – an 18% increase
- Five (5) “in person” presentations where provided at 4 statewide conferences and 1 regional meeting to more than 100 people
- Six (6) national introductory webinars were presented to 408 people
- Four (4) Partner-only webinars
- Several additional webinars for targeted audiences

A complete list of Partners can be found at: [http://stateelectronicschallenge.net/current_partners.html](http://stateelectronicschallenge.net/current_partners.html).

The program was expanded to include imaging equipment as a result of EPEAT expanding to include these devices. As a result, the SEC program requirements were updated. The forms that SEC Partners complete – joining and Benchmark/Annual Reporting – were streamlined and the website re-programmed to reflect these changes. In addition, the website was regularly updated; including every time a Partner joined, posting all webinar presentations, and adding resources. Additional resources, in particular, were added relative to imaging equipment. This year, webinar recordings were also added to the website.

Four Partner-only webinars were offered:

- SEC Program Implementation: Learning from Award Recipients, June 2013
- Responsible Recycling Demonstration E Scrap Processing & Why Certification Matters, May 2013
- EPEAT Purchasing, February 2013
- Imaging Equipment, September 2012

A Partner-only webinar for September 2013 was also planned. The topic will be power management.
SEC program staff wrote and distributed approximately 25 Partner-only listserv announcements.

In its fifth full year of the program (January 2008 – December 2012), 42 government entities reported on their accomplishments in calendar year 2012. An individualized environmental benefits report was prepared for each reporting Partner, and the data totaled and posted on the State Electronics Challenge website (www.stateelectronicschallenge.net).

The SEC recognized nine Partners for their accomplishments in calendar 2012. SEC Partners were eligible for one of three recognition levels – Bronze, Silver, or Gold – based on completion of SEC program requirements.

<table>
<thead>
<tr>
<th>Partner</th>
<th>Award Level</th>
<th>Lifecycle Phases Program Requirements Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Corvallis, Oregon</td>
<td>Gold</td>
<td>Purchasing, Use, &amp; End-of-Life Management</td>
</tr>
<tr>
<td>City of Providence, Rhode Island, School Department</td>
<td>Gold</td>
<td>Purchasing, Use, &amp; End-of-Life Management</td>
</tr>
<tr>
<td>DuPage County, Illinois</td>
<td>Gold</td>
<td>Purchasing, Use, &amp; End-of-Life Management</td>
</tr>
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<td>Manitou Springs School District, Colorado</td>
<td>Gold</td>
<td>Purchasing, Use, &amp; End-of-Life Management</td>
</tr>
<tr>
<td>Regional Technology Cooperative, Borough of State College, Pennsylvania</td>
<td>Gold</td>
<td>Purchasing, Use, &amp; End-of-Life Management</td>
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<td>City of Tacoma, Washington</td>
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</tr>
<tr>
<td>Ohio Environmental Protection Agency</td>
<td>Bronze</td>
<td>Purchasing</td>
</tr>
</tbody>
</table>

Nineteen (19) Email Bulletin articles were published about the SEC.

The State Electronics Challenge is supported by both a Great Lakes Restoration Initiative Grant from EPA Region 5, as well as private sponsors: Samsung, Panasonic, Sims Recycling Solutions, Consumer Electronics Association, and the ISRI R2/RIOS program.

Project Managers: [Lynn Rubinstein](mailto:lynn@nerc.org) and [Patricia Dillon](mailto:patty@nerc.org)

Funding: Samsung, Panasonic, Sims Recycling Solutions, Consumer Electronics Association, and the ISRI R2/RIOS program, Metech Recycling, and the U.S. Environmental Protection Agency Region 5.
Toward Zero Waste as a Practical Strategy in the Construction & Demolition Industry
NERC completed its work on the construction and demolition zero waste project. The project focused on providing direct technical assistance to select contractors in Connecticut, New Hampshire, New Jersey, and New York. The purpose of the project was to introduce zero waste into construction and demolition projects while providing guidance about achieving this goal through source reduction, reuse, and recycling at new construction and remodeling jobsites.

Accomplishments in FY 2013 included:

- Continued work with the Paterson Habitat for Humanity (New Jersey) regarding reuse, recycling and deconstruction
- Initiated communication with Capital Region Builders & Remodelers Association (New York) and the National Solid Waste Managers’ Association to organize a meeting with both organizations to address issues of recycling hauling services for small contractors’ C&D materials
- Wrote Calculating the Cost Effectiveness of Recycling C&D (http://nerc.org/documents/calculating_the_cost%20effectiveness_of_recycling_C_D.pdf)
- Updated the (http://nerc.org/documents/asphalt.pdf)
- Published NERC Email Bulletin article about the project:

Project Manager: Mary Ann Remolador (maryann@nerc.org)
Funding: Funding: U.S. Environmental Protection Agency

Ongoing Projects & Events

In addition to contract and grant funded projects, many ongoing programs and projects support NERC’s mission and provide value to NERC members and the Northeast region. A number of these are highlighted below:

Conferences, Webinars, & Board Meetings
NERC’s conferences and workshops are unique in the region. They focus on emerging issues and are designed for professionals in the fields of reuse, recycling, recycling market development, and materials management. These gatherings offer in-depth information exchange and professional presentations, as well as networking opportunities. The archive of previously held events as well as presentations can be found at http://www.nerc.org/conferences-and-workshops/conference-and-workshop-archives.

The theme of the Fall 2012 Conference was ‘Successful Recycling: Programs, Plans, & Realities’ and the Spring 2013 Workshop was ‘Collecting Textiles: Make it Work for Your Community’. Copies of the agendas can be found in Appendix A and Appendix B, respectively. Both events were well attended by a diverse audience of state and municipal recycling officials, recycling trade associations, private businesses, non-profit organizations, and consultants.
NERC’s Board of Directors held two Board meetings. Minutes from the October 2012 (http://www.nerc.org/documents/meetings/october_24_2012_meeting_minutes.pdf) Board meeting and April 2013 (http://www.nerc.org/documents/meetings/NERC%20Board%20Meeting%20Minutes%204313_approved.pdf) meetings are available on the website. The Board also meets, from time to time, by telephone.

**Project Manager:** Mary Ann Remolador (maryann@nerc.org)

**Email Bulletin**
NERC’s Email Bulletin (Bulletin) is a monthly electronic newsletter that provides regular updates on NERC activities as well as state and advisory member developments. It has approximately 878 subscribers—a 19% increase from FY12. The Bulletin is posted and archived (http://www.nerc.org/news-and-updates/nerc-bulletin) on the NERC website.

**Project Manager:** Lynn Rubinstein (lynn@nerc.org)

**Environmentally Preferable Products Listserv (EPPnet)**
In 1998, NERC established EPPnet (http://groups.yahoo.com/group/EPPnet/), the Environmentally Preferable Products Listserv. EPPnet is the only national listserv dedicated to the topic of environmentally preferable purchasing. EPPnet enables users to easily and immediately share product specifications, vendors, prices, strategies for achieving green product procurement goals, and federal procurement policies. There are 166 members of the listserv; a 7% increase over this time last year. EPPnet is promoted through NERC presentations about the organization, as well as an occasional Email Bulletin article.

**Project Manager:** Athena Lee Bradley (athena@nerc.org)

**Technical Assistance and Information Clearinghouse**
On an ongoing basis, NERC staff responds to requests for information and guidance from Board Members, Advisory Members, federal agencies, and the general public on issues related to source reduction, reuse, recycling, decreasing the toxicity of the solid waste stream, composting, and recycling market development. Providing appropriate responses to these queries is an important element of the multi-faceted support provided by NERC.

**Website**
Based on regional and national feedback, we know that the NERC website (www.nerc.org) continues to be one of the organization’s most effective outreach and education tools. It is a comprehensive resource covering a wide range of topics related to recycling market development, source reduction, recycling, composting, and environmentally preferable purchasing. NERC strives to further enhance the utility of the website by continually updating the site, including adding new publications and links.

In FY 2013, NERC began the process of developing a new website. A contractor was selected and a design agreed upon. In addition, a logo was developed – a first for NERC – that would be used on the website and in other NERC communications. The new website was scheduled to launch in early FY 2014.

In addition to the many project documents written and published, several existing NERC documents and resources were updated and posted:
Electronic Product Environmental Assessment Tool (EPEAT)  

Materials Exchanges in the Northeast  
(http://www.nerc.org/documents/material_exchanges_in_the_northeast.html?src=1)

Recycling Business Assistance Guide for the Northeast States  
(http://www.nerc.org/documents/recycling_business_assistance_guide.pdf)

NERC maintains three websites: the NERC website, the State Electronics Challenge website (www.stateelectronicschallenge.net), and the Toxics in Packaging Clearinghouse website (www.toxicsinpackaging.org).

Presentations
Staff regularly makes presentations about NERC’s projects and resources, either as part of a project being undertaken by NERC, speaking at an event on a NERC project, or presenting on a concept or activity that NERC has been involved with. This year, staff made 36 presentations, half of which were “in person” events. A list of presentations can be found in Appendix D.

Other

Fee for Service Program
For many years, NERC has performed consulting work on behalf of government entities, organizations, and companies. This has been in addition to grant and dues-funded projects. The Board of Directors, at its April 2013 meeting, voted to formally announce and launch NERC’s “fee for service” program.

Today's economic climate requires non-profit organizations, including NERC, to broaden their funding sources. Federal grant programs, a longtime main funding source for NERC, are quickly waning and not likely to return to previous levels. Funding from foundations is limited. By broadening its base of service, NERC will continue to promote its mission by delivering value-added projects that support the recycling community. Strategic financial planning will position NERC to best serve its state and advisory members and allow it to continue its valuable undertakings.

Regional Recycling Markets Database
With the completion of the New York Recycling Markets Database project, the NERC states had hoped to expand the Database to be a regional resource. To this end, NERC applied for and received seed funding from the Roy A. Hunt Foundation and NERC staff committed time to developing and researching the project. Unfortunately, by the end of the fiscal year it appeared that this project is unlikely to be able to move forward.

Board of Director Conference Calls
A series of informal calls among the Board of Directors was held throughout the year to continue the dialogue between NERC staff and the Board about NERC’s strategic position, priorities, and updates. The Executive Committee determines a topic for discussion and Board members are invited to participate in the discussion.

R2 Solutions
NERC Executive Director Lynn Rubinstein serves on the Board of Directors for R2 Solutions, a non-profit that houses the Responsible Recycling (R2) Standard for electronics recycling and promotes the importance of using certified electronics recyclers. She was elected, for the second year, to serve as Chair of the Board for a
term of one year. She also served as the Board liaison to the Technical Advisory Committee (TAC). This group developed a comprehensive update of the R2 Standard (R2:2013), which was published in June 2013.

**RONA National Standards Certification Board**

**Articles & Publications**
NERC staff published two articles this year:


**NERC in the News**
NERC and its programs were recognized in many national and regional publications in fiscal year 2013. These were chronicled on the NERC website: [http://www.nerc.org/news-and-updates/nerc-in-the-news/](http://www.nerc.org/news-and-updates/nerc-in-the-news/)


**Conclusion**
NERC staff, once again, demonstrated their commitment and passion for the organization and its programs through their outstanding work and diligence. Likewise, the dedication and enthusiasm of the Board of Directors and Advisory Members have been critically important to NERC’s success. At a time when other organizations have strained to support missions and budgets, NERC has continued to demonstrate strength and benefit from the commitment of the reuse, recycling, organics, and environmentally preferable purchasing communities.
## Financials

### NERC Budget vs. Actual

<table>
<thead>
<tr>
<th></th>
<th>BUDGET</th>
<th>TOTAL</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Conference Sponsorship</td>
<td>$12,000</td>
<td>$7,000</td>
<td>58%</td>
</tr>
<tr>
<td>Grants/Consulting</td>
<td>$220,993</td>
<td>$399,254</td>
<td>181%</td>
</tr>
<tr>
<td>Interest</td>
<td>$3,000</td>
<td>$1,608</td>
<td>54%</td>
</tr>
<tr>
<td>State Membership Dues</td>
<td>$81,500</td>
<td>$84,295</td>
<td>103%</td>
</tr>
<tr>
<td>Advisory Membership Dues</td>
<td>$30,000</td>
<td>$102,700</td>
<td>342%</td>
</tr>
<tr>
<td>Registrations</td>
<td>$24,000</td>
<td>$20,595</td>
<td>86%</td>
</tr>
<tr>
<td>Subscriptions (Reuse Marketplace)</td>
<td>$12,100</td>
<td>$20,370</td>
<td>168%</td>
</tr>
<tr>
<td>State-specific Marketing (Reuse Marketplace)</td>
<td>$3,105</td>
<td>$3,105</td>
<td>100%</td>
</tr>
<tr>
<td>State Travel Accounts</td>
<td>$6,370</td>
<td>$4,650</td>
<td>73%</td>
</tr>
<tr>
<td>Reimbursed Expenses</td>
<td>$2,000</td>
<td>$3,800</td>
<td>190%</td>
</tr>
<tr>
<td>Release from Restricted &amp; Cash on Hand</td>
<td>$192,084</td>
<td>$0</td>
<td>0%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$587,152</strong></td>
<td><strong>$647,377</strong></td>
<td><strong>110%</strong></td>
</tr>
</tbody>
</table>

| **Expenses**           |        |          |             |
| Advertising            | $500   | $439     | 88%         |
| Bank Service Charges   | $1,300 | $966     | 74%         |
| Contract Labor         | $83,760| $62,520  | 75%         |
| Equipment Purchase     | $1,000 | $3,459   | 346%        |
| Equipment Repairs      | $1,000 | $1,610   | 161%        |
| Gifts & Awards Given   | $1,200 | $1,072   | 89%         |
| Insurance              | $3,100 | $2,131   | 69%         |
| Internet               | $2,750 | $3,070   | 112%        |
| State Travel Costs     | $6,370 | $4,490   | 70%         |
| Office Supplies        | $5,116 | $2,232   | 44%         |
| Permits and licenses   | $0     | $830     | 0%          |
| Personnel expenses     | $398,135| $327,582| 82%         |
| Postage                | $450   | $299     | 66%         |
| Printing (copying)     | $500   | $233     | 47%         |
| Professional Services  | $6,000 | $18,359  | 306%        |
| Program - Meeting Expenses | $14,000| $11,930 | 85%         |
| Registrations          | $500   | $268     | 54%         |
| Rent                   | $18,600| $13,867  | 75%         |
| Subscriptions          | $12,765| $6,008   | 47%         |
| Telephone              | $3,500 | $3,018   | 86%         |
| Travel                 | $23,500| $18,250  | 78%         |
| **Total**              | **$584,046**| **$482,631**| **83%** |

Cash on hand June 30, 2013: $767,411
Audit

A note about the audit: The above chart of ‘budget versus actuals’ is only for NERC’s activities in FY 13.

NERC, through contracts, administers both the Toxics in Packaging Clearinghouse (TPCH), and the Electronics Recycling Coordination Clearinghouse (ERCC) programs. The finances of these two individual programs are included with NERC’s finances, and as such are reflected in the NERC FY 2013 audit.

The FY13 audit is available online (http://nerc.org/documents/NERC%20FY13%20Audit.pdf).
Appendices

A. Fall Conference Agenda

B. Spring Workshop Agenda

C. Advisory Members

D. Staff Presentations
Appendix A – Fall Conference Agenda

Platinum Sponsor
Steel Recycling Institute

Gold Sponsors
Resource casella Trex NSWMA

Conference Agenda

Tuesday, October 23, 2012

8:30 Registration & Coffee
9:15 Welcoming Remarks ~ Sarah Kite, Rhode Island Resource Recovery Corporation, President, NERC Board of Directors
10:45 Networking Break
12:00 Lunch - Wiggins Dining Room
   Advisory Member Lunch - By Invitation Only – Tavern Kitchen
1:30 Best Management Practices Continued
   • Single Stream Recycling ~ Kevin Roche, Ecomaine
   • Food Waste Collection Programs ~ David Juri Freeman, SERA
3:45 Networking Break
4:00 Best Management Practices Continued ~ Pay-As-You-Throw Programs ~ Ted Siegler and Natalie Starr, DSM Environmental Services, Inc.
5:00 Adjourn

Wednesday, October 24, 2012

9:00 Registration & Coffee
9:15 Welcoming Remarks
   Robert Isner, Connecticut DEEP; Vice President, NERC Board of Directors
9:30  **Identify “Next Steps” for Implementing Best Management Practices for Diversion & Collection Programs, Outreach, & Related Policies** ~ Panel Discussion
  - Amy Perlmutter, [Perlmutter Associates](#) ~ Zero Waste
  - Joanne Shafer, [Centre County (PA) Recycling & Refuse Authority](#) ~ Food Waste
  - Sarah Kite, [Rhode Island Resource Recovery Corporation](#) ~ Single Stream

  Session Facilitator ~ Michael Alexander, [Recycle Away](#)

11:00  **Networking Break**

11:15  **Keep Informed: A Recycling & Reuse Roundtable for the Northeast**
  Share your efforts and successes with innovative strategies for moving recycling forward.

12:00  **Adjourn**

1:00  **Annual Meeting of the NERC Board of Directors**
Appendix B – Spring Workshop Agenda

Collecting Textiles: Make it Work for Your Community
April 2, 2013 - Storrs, Connecticut

9:15 Welcoming Remarks ~ Robert Isner, Connecticut DEEP; Vice President, NERC Board of Directors

9:30 Keynote Speaker ~ Larry Groipen, President, ERC Wiping Products, Inc. & Immediate Past President of Secondary Materials & Textiles Recycling Association (SMART) ~ Today’s Textiles Reuse & Recycling Industry Sectors

10:15 Including Textiles in Recycling Collection Programs ~ Brooke Nash, Massachusetts Department of Environmental Protection

10:45 Networking Break

11:00 Different Paths for Diverted Textiles ~ Eric Stubin, President & CEO, Trans-Americas Textile Recycling, Inc.

12:00 Lunch

1:00 Getting to Know the Available Markets ~ Panel Discussion
- James Maynard, Easter Seals Goodwill ~ Non-profit Collector
- Paul Curry, Baystate Textiles ~ For-profit Collector & Processor
- Eric Stubin, Trans-Americas Textile Recycling, Inc. ~ Textile Grader & Processor
- Larry Groipen, ERC Wiping Products ~ Wiping Products Processor/Manufacturer
- Parris Hicks, Leigh Fibers, Inc. ~ Fiber Recycler/Manufacturer

3:00 Networking Break

3:15 Educating the Public
- Working with Schools, Colleges, & Universities
  - Paul Curry, CEO, Baystate Textiles
  - Betsy Harris, Community Relations Liaison, Weymouth Public Schools
- Working with Municipalities
  - James Maynard, Donated Goods & Facility Manager, Easter Seals Goodwill
  - Paul Curry, Baystate Textiles
  - Eric Stubin, Trans-Americas Textile Recycling, Inc.

4:30 Adjourn

Gold Sponsors

Other Sponsors
Appendix C - Advisory Members

**Benefactor**

SAMSUNG

**Sustaining Members**

- American Chemistry Council
- CEA
- CURBSIDE VALUE PARTNERSHIP
- Electronic Recyclers International
- Good Point Recycling
- KEEP AMERICA BEAUTIFUL
- MRM
- Re-TRAC Connect
- Steel Recycling Institute
- Sims Recycling Solutions
- Unicor
- casella
- CURC
- eCOVanta
- E-WORLD ONLINE
- ISRI
- Institute of Scrap Recycling Industries, Inc.
- metech
- Product Stewardship Institute
- SHARP
- Sims Municipal Recycling
- Trex
- UNTHA AMERICA
- WeRecycle!
Supporting Members FY 2013

- Association of New Jersey Recyclers
- BioCycle
- Call2Recycle
- Carpet America Recovery Effort (CARE)
- Centre County Solid Waste Authority
- Connecticut Recyclers Coalition
- Connecticut Resource Recovery Authority
- Council of State Governments Eastern Regional Conference
- Donate A Car 2 Charity
- Glass Packaging Institute
- Housatonic Resources Recovery Authority
- Maine Resource Recovery Association (MRRA)
- National Center for Electronics Recycling (NCER)
- National Recycling Coalition
- New England Biosolids & Residuals Association (NEBRA)
- New York State Legislative Commission on Solid Waste Management
- Newspaper Association of America (NAA)
- Paper Recycling Coalition
- Pennsylvania Recycling Markets Center
- Professional Recyclers of Pennsylvania (PROP)
- R2 Solutions
- Recycling Organizations of North America (RONA)
- Resource Recycling Magazine
- Responsible Purchasing Network
- Rockland County Solid Waste Management Authority
- TechSoup Global GreenTech Program
- WasteCap Resource Solutions
- Yellowbook
## Appendix D – Staff Presentations

<table>
<thead>
<tr>
<th>Event</th>
<th>Topic</th>
<th>Staff Member</th>
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<tbody>
<tr>
<td><strong>August 2012</strong></td>
<td></td>
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</tr>
<tr>
<td>Connecticut Recycling Market Development Webinar</td>
<td>NERC's recycling market resources and projects</td>
<td>Lynn Rubinstein</td>
</tr>
<tr>
<td><strong>September 2012</strong></td>
<td></td>
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<tr>
<td>R2 Certified Recyclers and Supporters meeting</td>
<td></td>
<td>Lynn Rubinstein, Moderator</td>
</tr>
<tr>
<td>SEC Partner-only Webinar</td>
<td>New Green Purchasing Standard for Imaging Equipment &amp; SEC Program Changes</td>
<td>Patty Dillon</td>
</tr>
<tr>
<td>State Electronics Challenge Introductory Webinar</td>
<td>Greening the Lifecycle of Office Equipment: The State Electronics Challenge</td>
<td>Patty Dillon</td>
</tr>
<tr>
<td>Connecticut Dept. of Energy &amp; Environmental Protection Webinar</td>
<td>NERC’s recycling market resources and projects</td>
<td>Lynn Rubinstein</td>
</tr>
<tr>
<td>eXplore eRecycling Peer Learning Community project of the National ARC Webinar</td>
<td>What is Third Party Certification &amp; Why is it Important?</td>
<td>Lynn Rubinstein</td>
</tr>
<tr>
<td>SGS Webinar</td>
<td>TPCH 2012 Report Summary</td>
<td>Patty Dillon</td>
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<tr>
<td><strong>October 2012</strong></td>
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<tr>
<td>Pathways to Zero Waste, New England Workshops</td>
<td>Facilitated breakout sessions</td>
<td>Lynn Rubinstein &amp; Athena Lee Bradley</td>
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<tr>
<td><strong>November 2012</strong></td>
<td></td>
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<tr>
<td>Massachusetts Materials Recycling Facility (MRF) Advisory Board Meeting and Award Ceremony</td>
<td>Keynote: The Massachusetts Economy, Reuse &amp; Recycling: Should they be in the Same Sentence?</td>
<td>Lynn Rubinstein</td>
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<tr>
<td>Product Stewardship Institute Regional EPR Meeting</td>
<td>Regional Collaboration Works</td>
<td>Lynn Rubinstein</td>
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<tr>
<td>State Electronics Challenge Introductory Webinar</td>
<td>Greening the Lifecycle of Office Equipment: The State Electronics Challenge</td>
<td>Patty Dillon, Moderator</td>
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<tr>
<td><strong>December 2012</strong></td>
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<tr>
<td>Massachusetts Recycling Jobs Task Force Webinar</td>
<td>What is Recycling</td>
<td>Lynn Rubinstein</td>
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<tr>
<td>Michigan Green Communities Coalition Webinar</td>
<td>Greening the Lifecycle of Office Equipment: The State Electronics Challenge</td>
<td>Lynn Rubinstein</td>
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<tr>
<td>Wisconsin Association of Procurement Professionals Conference</td>
<td>Greening the Lifecycle of Office Equipment: The State Electronics Challenge</td>
<td>Patricia Dillon</td>
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<tr>
<td>Michigan Green Communities Network - Webinar</td>
<td>Greening the Lifecycle of Office Equipment: The State Electronics Challenge</td>
<td>Lynn Rubinstein</td>
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<td><strong>January 2013</strong></td>
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<td>State Electronics Challenge Introductory Webinar</td>
<td>Greening the Lifecycle of Office Equipment: The State Electronics Challenge</td>
<td>Athena Lee Bradley, Moderator</td>
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<td>February 2013</td>
<td>Minnesota – The GREEN Group</td>
<td>Greening the Lifecycle of Office Equipment: The State Electronics Challenge</td>
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<td></td>
<td>State Electronics Challenge Introductory Webinar</td>
<td>Greening the Lifecycle of Office Equipment: The State Electronics Challenge</td>
</tr>
<tr>
<td>March 2013</td>
<td>NERC training - Ulster County Commercial and Institutional Food Waste Composting Summit</td>
<td>Commercial &amp; Institutional Organics Assessment Basics” &amp; “Food Scrap Composting</td>
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<td></td>
<td>NERC Webinar</td>
<td>Introduction to the Reuse Marketplace</td>
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<td></td>
<td>State Electronics Challenge Introductory Webinar</td>
<td>Greening the Lifecycle of Office Equipment: The State Electronics Challenge</td>
</tr>
<tr>
<td>April 2013</td>
<td>Vermont Fair Trade Recycling Summit</td>
<td>Panelist: “Meet the E-Waste Exporters: Balancing Bans &amp; Free Trade”</td>
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<tr>
<td></td>
<td>NERC training - Organics Management in Vermont Workshop and Roundtable</td>
<td>Organics Best Management Practices</td>
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<tr>
<td></td>
<td>NERC Maine Organics Management Training - Organics Management for Rural and Small Town Communities held in conjunction with the annual Maine Resource Recovery Association Conference</td>
<td>Organics Best Management Practices</td>
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<td></td>
<td>Maryland Recyclers Network Meeting</td>
<td>The Reuse Marketplace for Your State</td>
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<td></td>
<td>20th Annual Maine Recycling &amp; Solid Waste Conference</td>
<td>Reduce, Reuse, Recycle in Action: The State Electronics Challenge</td>
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<td>May 2013</td>
<td>Multi-stakeholder Meeting to Discuss CRT Management and Regulations</td>
<td>CRT Management in the US</td>
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<td>2013 Annual Conference, Virginia Recycling Association</td>
<td>Electronics Recycling in Action: The State Electronics Challenge</td>
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<td>Greening the Lifecycle of Office Equipment: The State Electronics Challenge</td>
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<td>NERC Training - Belknap and Carroll County (NH) Organics Management Workshop and Roundtable</td>
<td>Organics Best Management Practices</td>
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<td>June 2013</td>
<td>State Electronics Challenge Webinar</td>
<td>Responsible Recycling Demonstration of E-Scrap Processing &amp; Why Certification Matters</td>
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<td></td>
<td>SEC Partner-only Webinar</td>
<td>SEC Program Implementation: Learning from Award Recipients</td>
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