JEFF PHILLIPS

### Education

University of Iowa, Iowa City, IA

Bachelor of Arts, Geography, Environmental Studies, December 1999

### Professional Affiliations and Certifications

Solid Waste Association of North America (SWANA) Certified Landfill Manager

SWANA Manager of Landfill Operations (MOLO) Certified Instructor

Landfill Operator and Transfer Station Operator Certification (Iowa)

Iowa Compost Council (IACC), Board Member

### Professional Experience

Mr. Phillips is a Project Manager who manages and performs project work primarily related to Sustainable Materials Management (SMM) such as program, services, and facility assessments, community engagement and outreach, training, and strategic planning. He has more than 23 years of experience in the Midwest overseeing solid waste management projects for municipalities, solid waste agencies, and both private and public entities.

Mr. Phillips has assisted clients across the Midwest in evaluating their environmental programs and services, reviewing and developing metrics to track and measure program success, and helps lead clients through strategic planning and community outreach and engagement activities to identify priorities and solutions. Jeff also develops and instructs nearly 10 environmental professional training events each year for around 100 students. Jeff also regularly presents topics at national, regional, and local conferences and events on a variety of industry related topics.

Mr. Phillips has completed more than 17 solid waste management plans in the past five-years. These comprehensive planning services includes evaluating historical solid waste management program data, facility and equipment utilization, performing community surveys and presentations, facilitating public strategic planning sessions, developing and performing community engagement and education activities, and developing and presenting recommendations. Recommendations included timelines, responsibilities, and estimated implementation costs.

Mr. Phillips has also developed unique community engagement and outreach activities that include solid waste service and program videos, interactive survey activities, listening tours, and vision casting sessions. These tools are used to help connect and interact with stakeholders and under-represented and disadvantaged communities.

**Planning Services**

**Statewide Sustainable Materials Management Planning, Iowa Department of Natural Resources, Iowa.** Project Manager responsible for developing and recruiting project participants representing various industries to participate as stakeholders and subcommittee members, facilitating strategic planning sessions, developing on-line engagement and planning activities, researching material management policies, coordinating with project partners to review life cycle analysis data, developing and implementing recycling facility surveys, researching textile management practices, coordinating with stakeholders and state staff to develop short, medium, and long-term implementation recommendations, and developing a final report.

**Waste Diversion Metric Evaluation, Missouri Department of Natural Resources, Jefferson City, Missouri.** Project Manager responsible for evaluating waste diversion and recycling metrics used by other states, reviewing methods entities use to obtain and evaluate performance data, assessing existing metric methods used in Missouri, identifying key priorities for the state, developing recommended metrics for the state to consider for implementation, and presenting project results to the Missouri Solid Waste Advisory Board (SWAB) and at the Missouri Waste Control Coalition (MWCC) conference.

**Compost Operations and Facility Planning, Iowa City, Iowa.** Project Manager responsible for performing site and operational observations, collecting and evaluating historical operational and program data, surveying customers of the facility to assess desired modifications, facilitating strategic planning sessions with City staff and operators, and developing facility and operation modification recommendations.

**Compost Facility Planning, Dubuque Metropolitan Area Solid Waste Agency, Dubuque, Iowa.** Project Manager responsible for performing site and operational observations, collecting and evaluating historical operational data, developing and overseeing strategies for permit compliance for desired operations, coordinating with Agency and state regulators, overseeing development of compost facility improvement designs and contractor bids, and assisting with development and submittal of permit application documents.

**Solid Waste Management Plan, Northwest Iowa Area Solid Waste Agency, Sheldon, Iowa.** Project Manager responsible for evaluating historical and current integrated solid waste management programs and services, performing community program satisfaction surveys, facilitating strategic planning sessions, and developing a solid waste management plan that includes implementation activities and timelines for the next five years.

**EMS Program Evaluation and Recommendations, Harrison County Landfill Commission, Logan, Iowa.** Project Manager responsible for evaluating the previously identified Environmental Management System objectives and targets, reviewing progress and metrics for identified activities, and developing recommendations for continued program improvement.

**Collection System Study, City of Marion, Iowa.** Project Manager responsible for coordinating with staff to obtain collection program data, facilitating strategic planning meetings, overseeing development of financial and service scenario model, presenting results to City staff and City Council, assisting City with transition from manual collection services to automated collection services, developing transition tasks and schedules, developing recommendations for cart sizes and service frequency, creating education and outreach messaging, identifying cart procurement specifications, and developing recycling cart grant application.

**Route Optimization Services, City of Davenport, Iowa.** Project Manager responsible for obtaining and evaluating historical collection program data, performing time and motion study, surveying collection crews concerning existing routes, coordinating with contractor in evaluation of existing route performance and development of improvement recommendations, developing final report, and presenting results to client.

**Landfill Fire Mitigation Plan and Training, Garfield County Landfill, Rifle, Colorado.** Project Manager responsible for facilitating planning meetings between Landfill, fire departments, emergency management agencies, and state regulators, performing site and operation evaluations, reviewing historical local, regional, and state fire events, developing a fire mitigation plan, and training Landfill and fire department staff on the developed plan.

**Recycling Program Evaluation and Processing Contract Development, City of Mason City, Iowa.** Project Manager responsible for evaluating existing recyclable material collection and processing services, interviewing collection and processing facility staff, performing time motion studies, and working with City staff to develop recommended material processing contract language.

**Recycling Facility Evaluation, Buena Vista County Solid Waste Commission, Storm Lake, Iowa.** Project Manager responsible for obtaining and evaluating historical program data, observing operations, interviewing operational staff, assessing existing facility and processing equipment, coordinating with industry equipment vendors to develop processing solutions, contacting regional material processors and transportation companies, evaluating various potential operational scenarios and financial models, developing recommendations, presenting results to client.

**Disaster Debris Site Management Plan, Story County, Iowa.** Project Manager responsible for researching state emergency and disaster debris management requirements, coordinating with staff to perform environmental and threatened and endangered species site condition assessments, facilitating planning sessions with County staff, and working with staff to develop a detailed disaster debris site management plan.

**Compost Facility Feasibility Study, Confidential Client, Iowa.** Project Manager responsible for coordinating with the client to understand desired feedstock materials, quantities, and compost practices, performing organic waste generator research, reviewing existing organic waste management practices, evaluating potential generator volume, and identifying potential locations and service ranges for a compost facility.

Material Characterization Services

**Waste and Recyclable Materials Characterization Study, Salina, Kansas.** Project Manager responsible for developing a work plan to perform physical and visual sorts on identified materials, coordinating with labor staffing agencies, participating in sorting activities (100 samples), and assisting with the development of the final report.

**Statewide Material Characterization Study, Iowa Department of Natural Resources, Iowa.** Project Manager responsible for developing ten separate work plans to perform physical and visual sorts on identified materials, coordinating with labor staffing agencies and host facilities, evaluating collected data (nearly 1,000 samples), and assisting with the development of the final report.

**Waste and Recyclable Materials Characterization Study, Lincoln, Nebraska**. Project Manager responsible for developing five separate work plans to perform physical and visual sorts on identified materials covering curbside recycling and drop-off recycling materials, construction and demolition debris at two landfills, municipal solid waste disposed at a landfill and at a transfer station, coordinating with sorting staff, host facilities (municipally and privately owned), evaluating collected data, and assisting with the development of the final report.

**Goodwill of the Heartland Material Characterization for Unsold Materials, Cedar Rapids, Iowa.** Project Manager responsible for developing a work plan to collect samples from four separate facilitating and performing physical sorts on identified materials, coordinating with client staff, participating in sorting activities, and assisting with the development of the final report.

**Various Visual Material Characterization Studies, Iowa Landfills.** Project Manager responsible for developing work plans to perform visual sorts of identified materials, coordinating with host facilities, evaluating collected data, and developing and presenting final report to clients.

Permitting and Compliance Services

**Compost Facility Permitting, Dubuque Metropolitan Area Solid Waste Agency, Dubuque, Iowa.** Project Manager responsible for coordinating with Agency and state regulators, assisting with development of compost facility operations plan, evaluated feedstock types and volumes, prepared and submitted permit application to the Iowa Department of Natural Resources which was approved.

**Transfer Station and Closed Landfill Inspections, Various Facilities, Iowa.** Project Manager responsible for reviewing historical operations and inspection information, preparing inspection documents, coordinating with facilities, performing inspections, working with facility managers to suggest actions necessary for compliance, developing and submitted inspection reports to regulators.

**Emergency Response and Remedial Action Plans, Various Facilities, Iowa.** Project Manager responsible for performing site assessments as necessary, working with facility and operational staff to develop safety protocols, researching site and surrounding area information pertaining to at-risk populations, utilities, and emergency health care services, and developing and submitting plan to state regulators.

**Appliance Demanufacturing Facility Permits, Various Facilities, Iowa.** Project Manager responsible for performing site assessments as necessary, developing and submitting storm water discharge permit if necessary, developing emergency response and remedial action plans, submitting PCB notification to EPA, developing operational plan concerning identifying, removing, and storing hazardous components, performing financial assurance calculations, and developing and submitting permit application to state regulators.

Training Services

**Certified Iowa Landfill Operator Training, Iowa.** Project Manager responsible for developing, instructing, and coordinating the 25-Hour Landfill Operator and 10-Hour Landfill Operator training programs required for certified landfill operators. These two courses train approximately 100 operators each year.

**Certified Iowa Transfer Station Operator Training, Iowa.** Project Manager responsible for developing, instructing, and coordinating the transfer station operator training, and proctoring the state certification exam.

**Landfill and Transfer Station Fire Mitigation Training, Various States.** Project Manager responsible for coordinating with facility staff and emergency agencies in developing and instructing fire mitigation training services. Presented nine training events in Iowa and two in Colorado for a total of more than 200 solid waste staff and emergency personnel.

**Waste Screening and Load Checking Training, City of Lincoln, Nebraska.** Project Manager responsible for evaluating state and local regulations, coordinating with City staff to review existing procedures, policies, and historical program data, and developing and presenting training to more than 30 operators each year.

Presentations and Publications

Phillips, J., “Stakeholder Strategic Planning for Organics Management in Iowa”, WasteExpo 2024, May 7, 2024.

Phillips, J., “Landfill and Transfer Station Operations Training”., Nebraska Cornhusker SWANA Conference, March 27, 2024.

Phillips, J., “Focus on Organics Management”, Iowa EMS Fall Conference, November 2, 2023.

Phillips, J., “An Update on Landfill and Recycling Industry Fires”, Iowa Recycling and Solid Waste Conference, October 3, 2023.

Phillips, J., Tangeman, D., “What Are We Wasting? – Waste and Recycling Characterization Studies and Lessons Learned”, Alliance of Hazardous Materials Professionals, August 23, 2023.

Phillips, J., “Landfill Surface Fires”, Missouri Waste Control Coalition, July 11, 2023.

Phillips, J., “How Do We Measure Diversion Success?”, Missouri Waste Control Coalition, July 10, 2023.

Phillips, J., “What Are We Wasting? Material Characterization Studies”, AWMA Midwest Section Environmental Technical Conference, May 2, 2023

Phillips, J., “Recycling and Collections Characterizations”, Nebraska SWANA Conference, November 3, 2022.

Phillips, J., “Landfill Fire Mitigation Plans and Training”, Colorado SWANA Conference, October 13, 2022.

Phillips, J., Sperfslage, H., “2022 Material Iowa Statewide Characterization Study Results”, Iowa Recycling and Solid Waste Management Conference, October 4, 2022.