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From: [alice.rockefeller@appomattoxcountyva.gov](mailto:alice.rockefeller@appomattoxcountyva.gov)

Sent: Wednesday, August 10, 2016 11:42am

To: "Susan Adams" <[susan.adams@appomattoxcountyva.gov](mailto:susan.adams@appomattoxcountyva.gov)>

Subject: Workgroup Focus Group

Susan,

I have attached the Focus Group Invitation/Introduction that we discussed yesterday. The Work group is suggesting that we invite community leaders, business owners or individuals that would have an interest in the future of our community.

If we would like to have any representatives to participate, I will need to provide the Work Group with a list of Focus Group Members on Monday, August 17, 2016.

I wanted to add that the first Focus Group Meeting will be held at a tbd location in Lynchburg on September 24, 2016 at 8:00 a.m. with breakfast being served at 7:30 a.m.

There will also be a Solid Waste Informational Forum being presented by Draper Aden on September 14, 2016 at 4:00 p.m. and an additional Forum at 6:00 p.m.

Per our conversation I have scheduled us for the 4:00 p.m.

Focus Group Members and any other interested persons are encouraged to attend.

Best Regards,

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## Solid Waste Management 2030 Focus Groups

\_\_\_\_\_ (*insert name of member jurisdiction*) and the other members of the Region 2000 Services Authority invite you to participate in a focus group discussion on September 28 regarding solid waste management in our region. As a region, we generate nearly 4,000 tons of solid waste each week that is disposed of in our landfill in Rustburg, VA. The manner in which this waste is handled, the costs, and the operations impact our regional community and so the services authority is evaluating its options for future disposal and handling of this waste material. It is critical that we hear from people representing many different perspectives during our evaluation. We have prepared this one-page overview of the project and focus group discussion to help you consider our invitation to participate.

### Study Background

The services authority members in June launched Solid Waste Management 2030, which is a study of the future of solid waste management for the service area, which includes the city of Lynchburg and counties of Nelson, Campbell, and Appomattox. Presently these jurisdictions send their solid waste to the Region 2000 Services Authority landfill located in Rustburg, VA. The current landfill as designed and permitted is slated to reach capacity on or before 2030. Therefore, the study will explore next steps and long-term options for handling solid waste in the region including source reduction, reuse, recycling, waste-to-energy and landfilling.

### Focus Group Purpose

The study will rely on a wide range of community involvement tools to ensure that anyone with an interest in this topic can be heard. All of the tools aim to help the services authority define the goals for long-term solid waste management and the criteria for evaluating the different options. The role of the focus group is to provide a wide spectrum of viewpoints from citizens across the region, including those that are not traditionally involved in the topic of solid waste management. No expertise in the topic of solid waste management is needed to provide valuable input. Your responsibility is simply to join the conversation and share your unique perspective.

### Focus Group Meetings

Separate focus groups will be established by each member jurisdiction; however, the groups will all meet at the same time and at the same location, which will be determined this summer. The first meeting will focus on gathering input on potential goals and evaluation criteria that must be developed to evaluate options. The general format for the first meeting is outlined below:

- **Project Overview Presentation** (15 minutes)
- **Focus Group Discussions by Jurisdiction** (30 minutes)
  - General concerns
  - Goals & Evaluation Criteria
- **Report Out to All Groups** (30 minutes)

Prior to the meeting, focus group members will be provided with an informational packet. Additional meetings may be scheduled to continue the discussion as the study unfolds.

## RSVP

Each member jurisdiction is inviting up to 15 representatives to participate in this focus group. If you are interested in participating on behalf of \_\_\_\_\_ (member jurisdiction), please let us know of your intention to participate by responding to \_\_\_\_\_ (name) who can be reached via email \_\_\_\_\_ or phone \_\_\_\_\_. We hope to see you on September 28 and hear your ideas about this important topic.