



# Missouri State Recycling Program

Office of Administration | General Services | 573-751-3384

Missouri Recycling Association 27<sup>th</sup> Annual Conference | Reuse / Repair Track |  
September 23, 2019 | St. Louis, Missouri



# MO State Recycling Program Overview

- A part of the Office of Administration, General Services Division.
- Established in 1992.
- The Recycling Manager and Communications Coordinator primarily work with the MO Interagency Recycling Committee to advance recycling and waste reduction within state government.
- Self-funded through sale of scrap materials.
- Our mission ...
  - To Partner with state employees and agencies to facilitate fiscally and environmentally responsible strategies for reuse and recycling of state property.





State Property Reuse Resource

Office of Administration  
Division of General Services



# Before MOREuse

- The idea started about 10 years ago – inspired by 100s of 3-ring binders being landfilled.
- Initially a managed email list (Purchcomm) and very informal.
- The membership list grew through word of mouth – no formal promotion.
- Property exchanged was non-tagged property and there was no charge.
- Over the past several years state agencies saved at least \$250,000 / year and membership was sustained at over 500 state employees.



# Before MOREuse | Lessons Learned

- In general people don't like to landfill useable items. Observations suggested that a substantial amount of non-tagged, unwanted property was being landfilled.
- The simplicity of being able to email hundreds of employees throughout the state about items that were no longer needed made this tool very popular.
- The turnaround time for finding homes for surplus property was significantly reduced from the traditional surplus property disposal process.
- We started identifying internal reuse networks for items such as 3-ring binders and paper clips.
- Management started to take note as the annual savings figure continued to grow each year.
- We also started identifying accountability gaps.



## User Testimonial

PurchComm/Listserv tops Amazon! I needed a bulletin board and had one in less than 5 minutes!

Thank you!



# MOREuse Overview



- **What**

- Recently launched – new web-based application

- **Why**

- Promote Sustainable Materials Management practices across Missouri state government
- Increase, streamline and promote the reuse of unneeded property between state agencies
- Better pair agencies with unneeded or unwanted property to agencies that need property
- Save taxpayer dollars by avoiding purchase of new property
- Assist state agencies with surplus property policy compliance
- Assist state agencies with recycling opportunities and resources

- **When**

- July 18, 2019



# System Comparisons



ListServ (Old System)	New System
Any state team member can subscribe to listserv.	Agencies can determine system roles and level of oversight they want.
Outdated email notifications with very little information.	Emails from system will have links to posted property for easy access.
Volume of email a deterrent to participation.	Users can customize the amount of email notifications they receive on posted or requested property.
Property reservations handled manually.	Property reserved within the system so status of the property changes immediately.
Manual effort to track volume of property transferred.	Automated dashboard so all system users can see the volume of savings generated by using the system.



# New System Functionality



- Post Property (I want to give something away.)
- Request Property (I need something.)
- Reserve Property
- Customize User Profile/Email Notifications



# System Roles

- Agency Administrator
- Giver – can post available property
- Taker – can reserve property
- Browser – view only access

# MOREuse Homepage



A screenshot of the MOREuse homepage. At the top, there is a dark blue navigation bar with the MOREuse logo on the left and a user profile for "Cindy Dixon" on the right. Below this is a light blue navigation bar with three buttons: "Find Property", "Post Property", and "Request Property". The main content area features three large, light blue buttons with icons and text: "Find Property" (with a magnifying glass icon), "Post Property" (with a document and pushpin icon), and "Request Property" (with a house and arrow icon). Below these are two sections: "Message Board" and "Dashboard". The Message Board section shows "No items to show...". The Dashboard section includes a bar chart with two bars, both labeled "OA" on the x-axis. The y-axis ranges from 0 to 6k. The first bar is approximately 3.8k, and the second bar is approximately 5.5k. There are also dropdown menus for "-- All Years --" and "-- All Agencies --", and an "Export to Excel" button.



# Property Listing



**MO→REuse** Cindy Dixon

[Find Property](#) [Post Property](#) [Request Property](#)

## Property Details



### Two Desk Chairs

**Description:** Two blue desk chairs  
**Condition:** Used  
**Post Number:** 78  
**Quantity:** 1  
**Category:** Furniture  
**Property Type:** Chair - Rolling  
**Status:** Available  
**Available:** 07/01/2019 - 07/15/2019  
**User Name:** Cindy Dixon  
**Phone Number:**  
**Email:** Cindy.Dixon@oa.mo.gov  
**Street:** 301 West High Street, Room 760  
**Location:** JEFFERSON CITY, COLE

- [Reserve](#) [Edit](#) [Back to List](#)

## Property Comments

[+ New Comment](#)

**CD** Cindy Dixon  
Are there any stains on the chairs?  
07/02/2019 01:00 PM

**CD** Cindy Dixon  
Can the arm height be adjusted?  
07/02/2019 01:00 PM



# Find Property



**MOREuse**  Cindy Dixon [↗](#)

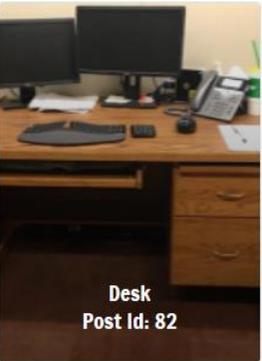
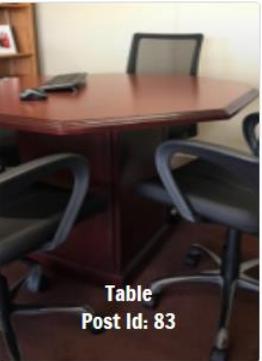
[Find Property](#) [Post Property](#) [Request Property](#)

**Filtered Search**

Furniture

[Search](#) [Clear](#)

**Search Results for: Available, Furniture**

-   
**(2) Blue Desk Chairs**  
Post Id: 79
-   
**Wood 5 Shelf Bookshelf**  
Post Id: 80
-   
**3 Drawer File Cabinet**  
Post Id: 81
-   
**Desk**  
Post Id: 82
-   
**Table**  
Post Id: 83



# Reserve Property



 Cindy Dixon

[Find Property](#) [Post Property](#) [Request Property](#)

### Property Details



**Desk**  
**Description:**  
**Condition:** Used  
**Post Number:** 82  
**Quantity:** 1  
**Category:** Furniture  
**Property Type:** Desk  
**Status:** Available  
**Available:** 07/01/2019 - 07/15/2019  
**User Name:** Cindy Dixon  
**Phone Number:**  
**Email:** Cindy.Dixon@oa.mo.gov  
**Street:** 301 West High Street, Room 760  
**Location:** JEFFERSON CITY, COLE

[Reserve](#) [Edit](#) [Back to List](#)

### Property Comments

[+ New Comment](#)

 **Cindy Dixon**

Does the keyboard tray still work?

07/02/2019 01:37 PM



# Final Thoughts

- State employees are enthused about MOREuse because ...
  - They get to be helpful in a concrete way.
  - No red tape – instant gratification.
  - They are able to help the state save tax dollars.
  - They feel good about not having to landfill stuff.
  - There is a spirit of camaraderie in the MOREuse world.
  - They are promoting a culture of reuse.



# Contact Information

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