

# RECAP

## Interagency Sustainability Coordinators Network



**Meeting Date:** April 6, 2011

**Time:** 1:30 pm to 3:00 pm

**Location:** Mt. Mazama Conference Room  
General Services Building  
1225 Ferry Street SE, Basement  
Salem, OR 97301

### Attendees:

Robin Kirkpatrick, DAS Facilities	Karen Chase, OHCS
Liz Hormann, ODOT	Kristi Cederburg, OWEB
Archana Thapa-Campbell, DOJ	Jeanie Stuntzner, DOJ
Jeffery Kohleppel, DAS Facilities	

## I. Welcome

### Welcome and Introductions –

- Robin Kirkpatrick called the meeting to order and everyone present introduced themselves.

## II. New Business

### DAS Sustainability Coordinator Position Update –

- With Elin's departure, DAS has been reluctant fill the position because of budgeting issues and pending the outcome of the Governor's Election. The Sustainability Coordinator position was on the reduction list the last three times. Shortly after the election, the DAS Director and the Governor were able to discuss several issues. DAS Facilities then received directions to proceed with recruiting for the position and to continue on with the sustainability efforts. Facilities worked with DAS Employee Services to update the Position Description. The Facilities Division hopes to open the recruitment within the next week or two and to have the position filled within two months. The focus of the position may shift away from the statewide focus to a DAS specific focus in order to better organize DAS and as a reaction to decreasing resources. The direction of this focus is still under consideration. A concentrated effort from this group may be able to influence the future role of DAS as it relates to sustainability.
- A member asked if the Sustainability Coordinator position is funded or unfunded. Robin confirmed that the position is funded and has been removed from the budget reduction option list.
- Robin presented information on the new Statewide Program Manager, Eric Grindy. Eric will supervise the Sustainability Coordinator position.

### Agencies Current Activity Update –

- Karen Chase, with Oregon Housing and Community Services (OHCS), shared that there are currently 11 people within OHCS interested in forming a Green Team with the other tenants in the North Mall Office Building (NMOB). Part of Karen's job is to develop policy around green building and multi-family housing. Karen believes the Green Team will forward the internal sustainability agenda. Karen has strong support from their Director's Office. OHCS used an external consultant to perform an audit on their sustainability program and have developed a plan:
  - Follow the consultant's recommendations.
  - OHCS will add an employee education component to their program and they hope to make that component available building wide at the North Mall Office Building.
  - The next step will be to examine their external operations to encourage sustainable behavior

in the private and non-profit sectors.

- Continue to interact with the ISCN and the Governor's Office to provide consistency and resources to each other.
- Karen asked if perhaps Phil Teague, from Facilities Operations and Maintenance, could conduct a tour of the NMOB, highlighting the building's green construction efforts.
- Kristi Cederburg, with Oregon Watershed Enhancement Board, shared that the focus of OWEB's sustainability efforts has mainly been to its external efforts. OWEB's internal efforts include recycling and they have started the Office Max Sustainable Delivery Program. Kristi wondered about being included in the NMOB Green Team discussions due to the close proximity of their buildings.
- Jeanie Stuntzner, the Sustainability Coordinator for DOJ, announced that DOJ will launch a revamped and updated version of their Sustainability Initiative on Earth Day. DOJ has a new Sustainability Committee member, Paul, from their Environmental Council Section who comes from Portland Metro with a lot of great ideas and experience. DOJ has finished with their Recycling Initiative so now all of their buildings have a recycling program in place. They have even started a composting project in one building and have Green Teams in most of their buildings. DOJ is also working on their third phase of energy audits.
- Archana Thapa-Campbell, with DOJ, shared that many of their members volunteer their time to participate on the Sustainability Committee. DOJ is adding sustainability to their lease language as they work with the Leasing Section at DAS Facilities to make the language more specific. Jean's position is the informational hub for DOJ's sustainability data storage. Jean's position is assisted by many other positions. DOJ is working to reduce vehicle travel by encouraging teleconferences and by reducing travel reimbursements. DOJ is also using more DAS Fleet vehicles and is working on changing their culture.
- Liz Hormann, with ODOT, shared that they are continuing the update work on the three volumes of their Sustainability Plan. Volume I, completed in 2008, lays the framework and context, defines sustainability and gives seven areas of focus for ODOT. Volume II, completed in the fall of 2010, examines ODOT's internal operations and outlines their goals, strategies and performance measures. They are developing their Facilities Implementation Plan and are working on the details on how to track the data. Volume III, under continual development, addresses ODOT's external Transportation Plan and how to deliver sustainable projects. ODOT has adopted sustainability as one of the agency's seven Values. ODOT also a Sustainability Council and they are updating their website. Liz suggested that the ISCN could provide a place for the sharing of ideas and lessons learned. The ISCN could also provide guidance, structure and consistency for measuring data and reporting.
- Robin mentioned the critical nature of correctly measuring the correct elements in the correct manner in order to demonstrate progress. Liz mentioned that ODOT has had similar issues until they found a better way to measure things and correct calculation to show that progress. All present agreed that these types of lessons learned are of great value to members of the ISCN.

#### **ISCN Direction Discussion –**

- Ideas for what the ISCN should do in the future include:
  - Sharing information and lessons learned
  - Best practices for data capturing and gathering
  - Green Team efforts
  - Employee education
  - Sharing a trainer to spread the same message
  - The group did not find the idea of DAS focusing only on DAS very attractive
- Robin suggested having the ISCN members take the lead on a particular project from the list mentioned above. The lead would develop the project and then allow the other ISCN members to utilize the resource. This would divide the work between members. This may change with a change of direction within DAS.
- The ISCN members really valued DAS' and Elin's leadership and efforts to hold the group together. Robin suggested that the ISCN members rotate responsibilities for facilitating the meetings since DAS is short on resources as is everyone else.

- One of the agency members noted the difficulty of this unfunded mandate within this type of economic environment. One member mentioned that sustainability coordinators should be out of a job in 10 to 15 years after sustainable efforts are in place and ingrained in behavior. This member would also like to use the group as a resource to enhance their efforts. One member thought that the group could be more influential and proactive with state agency culture and internal behavior. One member noted that a coordinated effort would increase efficiency and save money. The group thought that DAS should serve as a hub or repository of information and support.
- One member mentioned that maybe the ISCN should develop a statewide sustainability curriculum or plan that would be consistent across all agencies but with agency specific needs overlaid on the plan. This plan would help with culture change and to develop Key Performance Measures and accountability.
- **Robin asked the group to send project ideas, thoughts about the ISCN's direction to him and Eric Grindy. Robin also asked that they send their opinion on DAS' direction and focus and any ideas on how DAS could help them with sustainability efforts.**

#### **Legislative Activity Update –**

- One member mentioned SB 942 and SB 943 and how they relate to DAS and the ISCN. These Bills set a number of items that DAS has been responsible for as a result of either an Executive Order or rule. These Bills would keep DAS' role similar to what its role was when Elin was the Sustainability Coordinator, make DAS keep its external focus and to keep momentum behind sustainable efforts.

## **II. Other**

#### **Meeting Schedule –**

- The group decided to keep a similar meeting schedule as Elin's, meeting bi-monthly on a Wednesday afternoon.

#### **Adjournment –**

- There being no further business, the meeting adjourned at 3:00 p.m.

#### **Next meeting:**

July 13, 2011

1:30 pm to 3:30 pm

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