

# MINUTES

## Oregon Sustainability Board



**DAS** DEPARTMENT OF  
ADMINISTRATIVE  
SERVICES  
SUSTAINABILITY PROGRAM

**Meeting Date:** March 13, 2020

**Time:** 9:30am – 3:30pm

**Location:** Wildwood Inc., 4985 Battle Creek Rd. SE, Ste. 205, Salem, OR

**Attendees:** John Miller, Lori Hollingsworth, David Wortman, Amy Krueger  
**Unable to attend:** David Gremmels

**By phone/Skype:** Lisa Gaines, Roje Gootee, Rex Burkholder, Serena Dietrich, Mark Nystrom, Rory Schmick

**Guest presenters:** Amira Streeter (by phone), Geoff Crook, Carol Bovett, Dennis Fisher, Jose Perfecto

ITEM	DISCUSSION
<b>March 13, 2020</b>	
Welcome - Introductions	Introductions were made and set up was switched to Go To Meeting for easier access. John called the meeting to order at 10:00am and roll was taken.
<b>Discussion items and presentations</b>	
2020 Legislative Session, presented by Amira Streeter, GNRO	<p>A lot of bills were put on hold due to the walk out, including the climate bill. The Governor put out an executive order (EO) that addressed specific agencies, with the overall goal to reduce greenhouse gas (GHG) emissions. The EO also addresses equity and environmental justice with respect to GHG impacts.</p> <p>John asked for some particulars about the vulnerable communities. Amira noted a few agencies (PUC, OHA) will be working on vulnerable communities, which include tribal communities and youth.</p> <p>Rory asked about the main differences between executive order and legislation. Amira noted EO doesn't provide any sort of trade allowances or investments to be used from those allowances so there is no money attached to the EO. The EQC may try to set it up like that, but because it is an EO the door is open as to how they may want to set that up. The bill also had a phased-in approach over time, versus a statewide approach. It also carved out exemptions for certain industries.</p> <p>Lori asked about a graphic out that compares the differences between the bill and EO and shows the differences between the previous version of the bill and this one? Amira can look for or create a document that will show what those changes would have been. The Oregon Legislature website has a lot of iterations of the bill as it progressed.</p> <p>As for impacting OSB, John noted in the first bill the OSB was abolished, the second bill didn't mention OSB, but the EO has recognized the OSB as working to push forward these ideas and plans on an individual agency basis. There will be a push to meet with the EJTF to see if there can be more forward movement with this. Rex asked if the OSB has time to be a part of the work group mentioned in the EO. The due date is May 15<sup>th</sup>, so it is something to be looked at sooner, rather than later so OSB is prepared.</p> <p>The OSB can help the EO by looking at sustainability plans with more focus on GHG emissions. John noted the OSB has strong support from people across the state that also support actions in the EO. The OSB has talented people and contacts to help agencies roll out the EO steps. Amira is open and available for additional comments and questions should any arise later.</p>

<p>ODOT work plan progress updates, presented by Geoff Crook</p>	<p>Geoff passed out the Executive Summary of the Statewide Transportation Strategy (STS). Director Stricker could not be present, but he is interested in working with the OSB on the STS. This is a policy document that looks ahead 40 years to 2050. Vehicles and fuels are the main focus for strategies to reduce GHGs. Pricing is another strategy that they're working on and moving from gas tax to a flat fee and/or pay as you drive. Systems and operations deals with transportation systems, i.e. metered ramps, signal speeds, etc. Transportation options deals with public transportation, biking and walking and carpooling. Land use is compact development, urban growth control expansion and urban consolidation centers.</p> <p>According to current trends, the STS vision and the model have a big gap to be on target for 2050. The STS addresses the new EO. ODOT, DEQ, DOE, and DLCD are working together to implement the STS.</p> <p>He shared the policies and plans (the Oregon Transportation Plan – OTP), and a graphic of the steps they go through for implementation. ODOT is looking forward on what transportation will look like in the future and how to maintain/expand sustainability.</p> <p>The ODOT sustainability plan was started in 2004, and formed a sustainability council at that time. They track goals, strategies and performance measures. Two of their focuses are energy and fleet.</p> <p>Rex asked if there bigger vehicles that are EV. Geoff said that they will be working on that, but it's not there yet. ODOT can't have charging stations in right of ways, which makes putting charging stations at places like rest areas problematic.</p> <p>Mark asked if the state going to create any other incentive program for local governments to help fund additional charging stations. Geoff will flag it as a note to bring back because they are talking with the Department of Energy and other agencies on high-priority action items for the STS.</p> <p>They are working on statewide transportation plans that will promote carpooling. ODOT is also looking at construction, how contractors do their work and what kinds of materials they use. There are standards for how contractors recycle or repurpose materials on worksites.</p> <p>John asked if there contracts that do remediation and replacement of flora and fauna? First is to avoid destroying habitat, and if it can't be avoided to replace and replant when and where they can.</p> <p>The Oregon Sustainable Transportation Initiative (OSTI) is for reducing transportation related GHG emissions. They are working with DLCD on this initiative. Statewide Transportation Strategy is to reduce emissions by 75% by 2050, which has now changed to 80%.</p> <p>ODOT is adapting to climate change through asset programs, priority corridors, and maintenance/operations. There is a statewide vulnerability assessment and adaptation plan.</p> <p>Rex pointed out the work of the OSB is to give advice to help achieve the closing of the GHG gap. How can the OSB work with ODOT on pricing, design and allocation of funding for multi-modal projects?</p> <p>Geoff noted there is a gap between good intentions and implementation, and the OSB can help promote these projects. Rex will write up some questions and get them to Geoff so that they can be addressed. Geoff and Dave will work together to see if there are things that the OSB can help move things forward.</p>
<p>DAS Procurement work plan revisions and schedule update, presented by Dave Wortman</p>	<p>Dave presented the DAS procurement plan. Adam Helvey could not attend due to the Covid-19 emergency. He went through the Gantt spreadsheet with the timeline of the program and shared when the OSB would be looped into the conversation. John mentioned that Alondo Simpson from the EQC would be a good contact for this. DEQ is running a study on environmental impacts of goods and services, and Dave will share with the OSB.</p> <p>Dave asked if the OSB was ok with getting e-mails and documents from him for input between OSB meetings. Everyone is ok with this. Rory asked that when these come out that they are clearly labeled as action items, informational and dates provided for completion.</p> <p>Mark asked if anyone looked at what certifications are necessary and which ones are green washing. When the standards for the purchase of energy efficient equipment were published (required for EO 17-20), they looked at certifications and best practices. Dave will send a link to the report.</p>

<p>Working lunch: Planning for 2020 Board meetings, DAS sustainability program updates, presented by Dave Wortman</p>	<p>Dave went over the DAS sustainability program updates. Lori made a motion to support Dave in the PGE solar grant work if a letter of support is needed. Dave shared that all his action items from November are completed or in progress.</p>
<p>DLCD Sustainability Plan, presented by Carol Bovett</p>	<p>Carol introduced herself and noted that Jim Rue couldn't attend. DLCD looked at their strategic plan while implementing sustainability. Their foundational goals include: conserve Oregon's natural resources, promote sustainable communities and engage the public and stakeholders in sustainability.</p> <p>DLCD operational sustainability accomplishments include the development of a commuter program, an improved video conferencing system that includes access to Zoom, establishing their first diversity committee, and transitioning from desktop to laptop computers, which reduces their energy footprint dramatically. In terms of procurement, they have worked to utilize recycled paper and green chemistry/custodial supplies. They have also increased their usage of COBID (Certification Office of Business Inclusion and Diversity) suppliers. Transportation has increased, but they have added more people to their agency.</p> <p>Programmatic sustainability accomplishments include collaboration on the Oregon Climate Adaptation Framework with 24 agency partners, the Eastern Oregon Economic Development Project, collaboration with ODOT to update GHG reduction targets and a streamlined code update process with a flexible model for counties to adopt. Current work includes housing, sage grouse habitat development, water core to identify water-related data gaps, climate change adaptation, (land, air, and water protection) and statewide and regional transportation planning.</p> <p>Lori noted the vision of the DLCD is in the plan, but there has been expansion to sustainability in agency plans. Carol agreed and said that she could look at more data points to show how they have improved in other areas. John noted the plan is missing the equity part of DLCD, and that the OSB can help create a framework for this.</p> <p>Rex noted there are jurisdictions are not complying with multi-family housing and doing their fair share. There needs to be some way to respond to jurisdictions not complying with the rules of HB 2001, since DLCD will have oversight to this. Rex mentioned how there is a barrier for vulnerable populations to participate because of a lack of child care, lack of transportation, time off work, etc. Has the DLCD looked into contracting with such groups to deal with these issues?</p> <p>The Board will send out a follow up letter for Jim and Carol. The OSB can facilitate and support the DLCD with what has worked for other agencies as they move forward with sustainability plans.</p>
<p>Lottery Sustainability Plan, presented by Dennis Fisher and Jose Perfecto</p>	<p>Dave mentioned that Lottery is not an entity that needs to report to the OSB, but they have been trying for months to get in front of the OSB so that they can share all the good things they have been doing.</p> <p>Lottery has implemented a corporate responsibility program. Within that program, they have three groups; diversity, equity and inclusion; social gambling responsibility; and sustainability. These groups are made up of volunteer members. Areas they track and monitor are green procurement, water conservation, alternative energy for their building, recycling, paperless processes, carbon footprint of vehicles, certifications and communications.</p> <p>Goals and recent accomplishments include a new parking lot expansion with 18 EV chargers, reduced office paper consumption, recycling, sustainable procurement, paid employee involvement for volunteerism, LED bulbs in warehouse and office light fixtures, motion sensing light switches, new and more efficient gas boilers and warehouse fans (with financial support from Energy Trust), Green Source renewable power from PGE, online meeting technology, organizational policy for computer sleep and shutdown and virtual machine and cloud technology for fewer servers on site.</p> <p>Solar panels were discussed for the building, but the engineering is not in place for them to be on top of the building. Dave mentioned that there could be a partnership with DAS for a join system to be put in place with help from Energy Trust of Oregon and/or PGE.</p>

	<p>Their biggest impact is fleet, which is their focus on reducing that impact now, as well as the machines out in the various communities. They're looking at increasing the number of fuel efficient vehicles and using/purchasing smaller vehicles instead of large vans.</p> <p>They're pushing for energy efficient machines and things that can go to sleep. The video machines are on 24/7 because when people aren't playing them, they're pushing out updates, so machines can't really "sleep" or be turned off. There are over 11,000 machines in the state.</p> <p>One suggestion is to have sustainability public service announcements in the games themselves that will promote recycling and other sustainability issues.</p> <p>Working on equity would be something for Lottery to look into within its own agency, and if possible, looking into equity at the gambling addiction level, ensuring that all people are getting help equally.</p> <p>Sustainability communications could be done through the Lottery machines. Dennis will bring it up again within the committee, and he appreciates the OSB's support and a letter suggesting this so that the committee hears it from an outside source.</p>
Discussion	<p>ODOT feedback – for letter reference, include the Oregon Transportation Commission so that there can be communication and maybe working to get more sustainability plan support for Geoff, especially when it comes to the EO and sustainable materials.</p> <p>Where are the best points of leverage for ODOT projects? Is their numbers being off from the EO a point of leverage for ODOT to start looking into projects? Write a letter thanking Geoff and mention the things that Geoff brought up as well as Board questions/issues.</p> <p>DLCD feedback – The equity piece was light, so that would be something they could work on. How are we going to deal with jurisdictions that aren't complying with issues of equity? How do we get the higher density populations to comply with these initiatives?</p> <p>Lottery feedback – Lori likes adding communication to the machines to reach more people. Encourage them to move forward on the solar farm, equity, and do a little more communicating on what they do well. Roje really was impressed by their volunteering initiative. She recommends making the ideas suggestions and coming across as "mandates". Lisa suggests sharing stories of sustainability in a newsletter with the rest of the state. Mark supports using the lottery machines to get out sustainability messaging.</p> <p>Rory really liked the Board Member Plan Review Checklist. It helped focus the conversation and come back to important topics, especially when there is a lot of information to process. One suggestion is to see if the agency took previous direction from the OSB into account. If members have any feedback for on the structure of the checklist, please share with Dave.</p>
Review and approve November minutes	Lori moves to approve the November minutes, Rex seconds. Motion passes unanimously.
Adjourn	

**Next Meeting:** June 12, 2020 – Gresham, OR

**Summary of Board/DAS Action Items**

<ul style="list-style-type: none"> <li>• Dave will look for a way to add Zoom or GoToMeeting to our computers so that facilitation will be easier.</li> </ul>
<ul style="list-style-type: none"> <li>• Dave will draft a letter for ODOT, with input from Rex mentioning the things that he brought up as well as OSB questions and issues, and send it to the head of ODOT and to the Oregon Transportation Commission.</li> </ul>
<ul style="list-style-type: none"> <li>• Dave will draft a letter for DLCD, with input from John. The letter will address multi-family housing and equity for housing for minority communities.</li> </ul>
<ul style="list-style-type: none"> <li>• Dave will share state procurement report on energy efficient equipment with OSB.</li> </ul>
<ul style="list-style-type: none"> <li>• Dave will draft a letter for Lottery.</li> </ul>
<ul style="list-style-type: none"> <li>• Dave will craft messaging for agencies like OHCS that the OSB can send out to hopefully encourage participation.</li> </ul>
<ul style="list-style-type: none"> <li>• Dave will obtain a copy of the Lottery procurement sustainability plan.</li> </ul>

- Board will schedule a meeting (or travel to one of their meetings to speak for 5 – 10 minutes) with the Oregon Transportation Commission Chair to discuss materials, project funding priorities and GHG reductions.

DRAFT