

INTRODUCTION

The mission of the Oregon Department of Agriculture (ODA) is to ensure healthy natural resources, environment, and economy for Oregonians now and in the future through inspection and certification, regulation, and promotion of agriculture and food. ODA employees and customers are closely connected to Oregon's natural resources and share a vision of a healthy natural resource base and strong economy in rural and urban communities across the state. ODA's mission connects us with the Oregon Sustainability Act given it defines sustainability to mean "using, developing and protecting resources in a manner that enables people to meet current needs and provides that future generations can also meet future needs, from the joint perspective of environmental, economic and community objectives." (ORS 184.421)

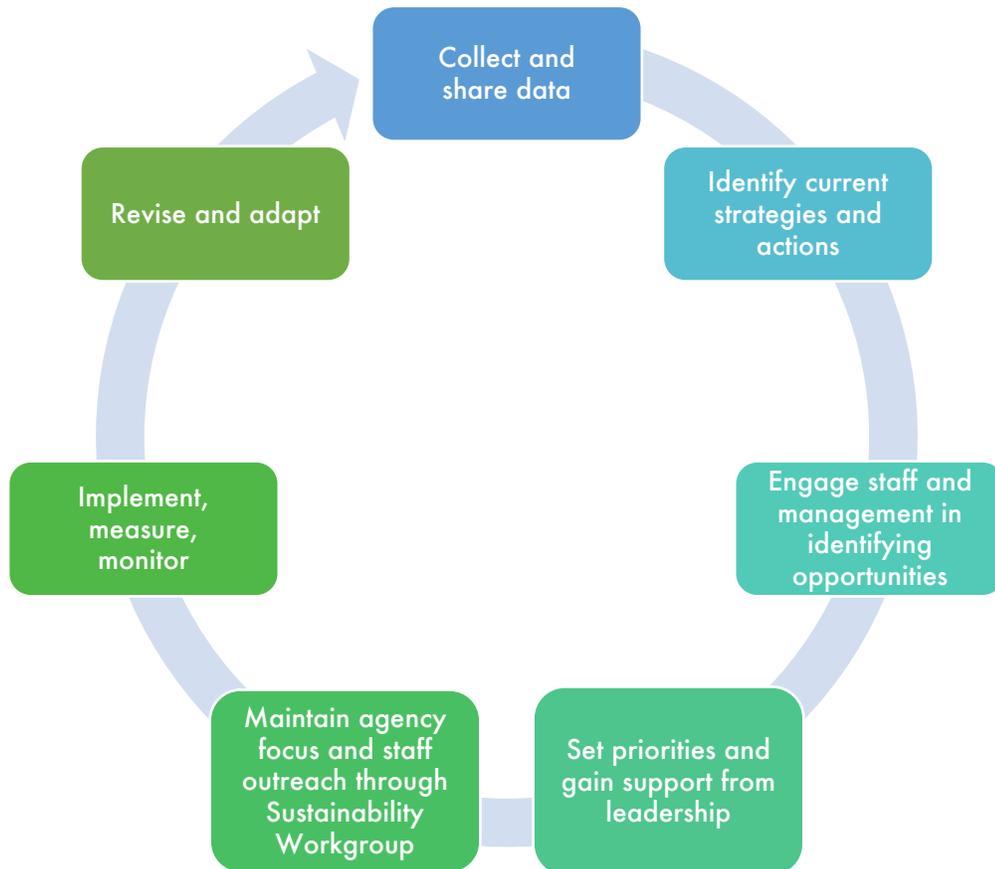


The Oregon Department of Agriculture strives to efficiently use resources with our efforts re-energized by Executive Orders, statewide policies and the Oregon Sustainability Board's planning initiative. As an example of our efforts, the ODA Salem Office building has been awarded Earthwise Certification annually since 2009. Most recently, the 2018 Oregon Department of Administrative Services (DAS) Scorecard data finds that the ODA buildings have made good progress in reducing resource use and diverting waste and also identified opportunities for improvement.

The purpose of the following ODA 2019-2020 Sustainability Plan is to sharpen focus on continuing resource use efficiencies, and to define a process to identify actions that will accelerate measurable advancement in each of the connected environmental, economic, and community objectives.

PLAN DEVELOPMENT AND UPDATE PROCESS

The ODA Director (Director) has clearly communicated support for sustainability and encouraged employee participation in the development of the Sustainability Plan. This communication included highlighting two staff brown bag meetings in the employee newsletter and creating a new internal Sustainability Workgroup. At the brown bag meetings, resource use baseline data were shared with staff, employees identified current agency efforts, and the ODA Sustainability Coordinator captured ideas about ways to increase efficiencies. Based on the draft plan resulting from staff meetings and program manager input, the ODA Leadership Team—comprised of the Director, Deputy Director, Assistant Director and five Program Area Directors—approved commitments to sustainability, resulting in this ODA 2019-2020 Sustainability Plan.



The Director is initiating an internal Sustainability Workgroup (Workgroup) that will maintain ODA’s focus on Plan priorities. The Workgroup will research effective sustainability strategies and actions, define measurement metrics, set metric goals, develop internal and external outreach strategies and materials, consult with the Leadership Team on incorporating sustainability strategies and actions into agency operations and program delivery, track implementation, review progress, and recommend Plan updates to the Director.

The initial ODA Sustainability Plan will be effective from September 2019 (upon acceptance by the Oregon Sustainability Board) through September 2020. ODA will submit an updated 2020-23 Sustainability Plan to the Oregon Sustainability Board on or before September 15, 2020 to be effective through 2023, and submit Plan updates at a minimum each five years thereafter, to coincide with the ODA Strategic Plan life cycle.

CONNECTION WITH 2018-2023 ODA STRATEGIC PLAN

ODA recently developed an agency-wide Strategic Plan that supports our mission and provides a framework for ODA’s sustainability efforts. The Strategic Plan was developed over two years beginning with the Board of Agriculture identifying ODA’s achievements and challenges, which lead to eight focus groups involving over 200 employees and key stakeholder representatives. The ODA Leadership Team reviewed focus group results; considered alternatives through the perspective of customers, employees, operational effectiveness, and financial fitness; and selected the most important objectives for ODA to address in a Strategic Plan. The 2018-2023 ODA Strategic Plan, championed by the Director, is now guiding work planning in all Program Areas with the following strategic objectives that directly support sustainability: Role Model Organization, Culture of Collaboration, Foster Employee Excellence, and Inclusive Communication. The Director chose to Strengthen Communication as ODA’s 2019 priority strategic objective.



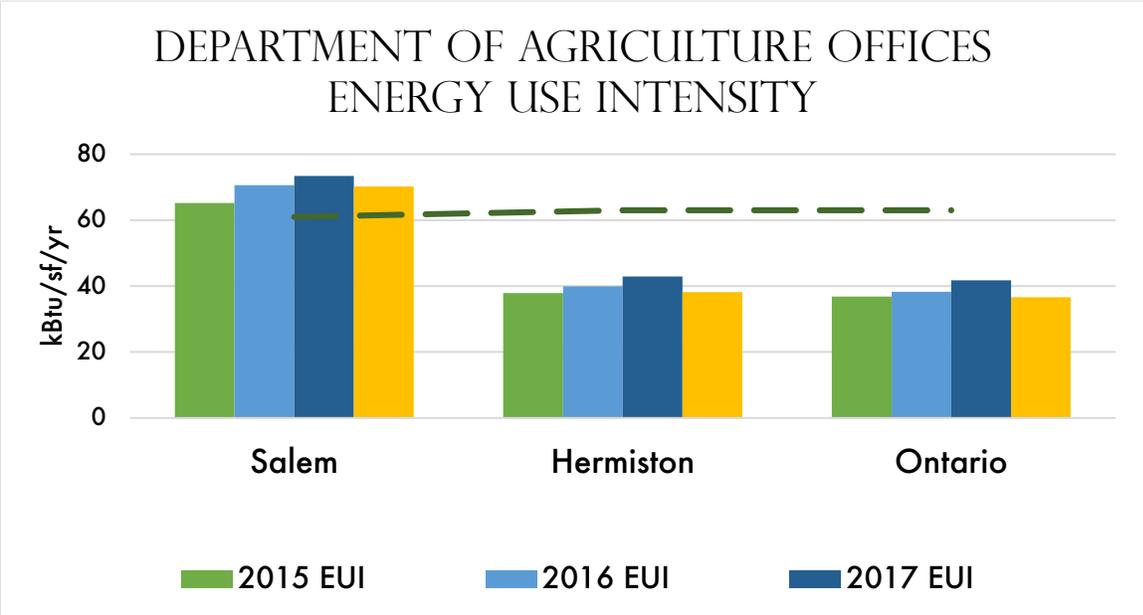
ODA SUSTAINABILITY DASHBOARD

DAS Scorecard data show that ODA buildings have made good progress in reducing resource use and diverting waste, and also identified opportunities for improvement. To date our biggest success has been a recent reduction in natural gas use, with a decrease of 43% from 2017 to 2018. The ODA Facilities Manager attributes the reduction to a decrease in the thermostat set point for heating. The two primary

challenges for ODA are to reduce motor vehicle fuel use and to further reduce the Energy Use Intensity (electricity and natural gas use) at the Salem Office building.

Energy Use Intensity (EUI)

The latest 2018 DAS Scorecard data illustrate overall the ODA buildings' EUI of 45.5 is already lower (less electricity and natural gas use) than Oregon's 2020 target of 50 EUI. The ODA buildings experienced a 43% decrease in natural gas use from 2017 to 2018 and an 11% decrease in electricity use over the same period. However, the primary need for energy efficiency improvement is at the Salem Office building which alone has a 2018 EUI of 70.2. The biggest draws on energy at the Salem building are the multiple laboratories (Animal Health, Plant Health, Entomology and Metrology), along with the computer server and related air conditioning units. ODA is working with DAS on the feasibility to re-locate some or all labs to another location and will address the need for energy efficiency utilization of the labs.

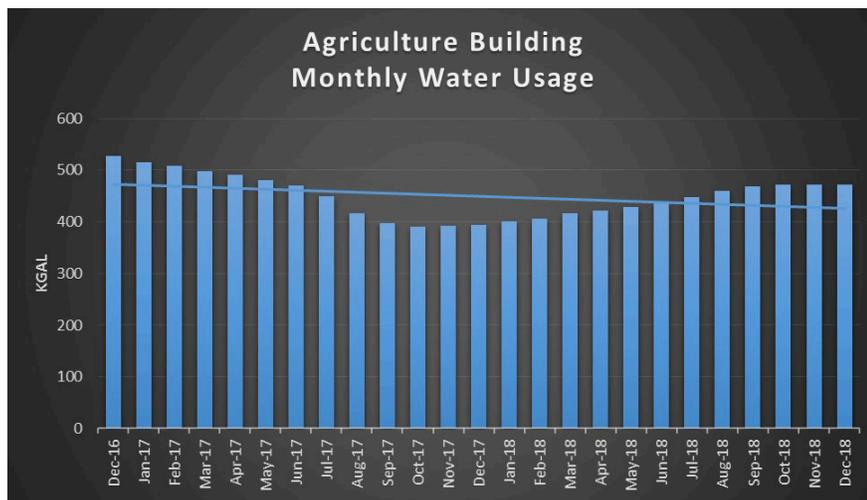


Source: DAS Electricity Scorecard, Agriculture Buildings, June 2019

*American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE) Standard 100 EUI target for government office buildings in climate Zone 4C is 61 kBtu/sf/yr and for climate Zone 5B is 63 kBtu/sf/yr (dashed line).

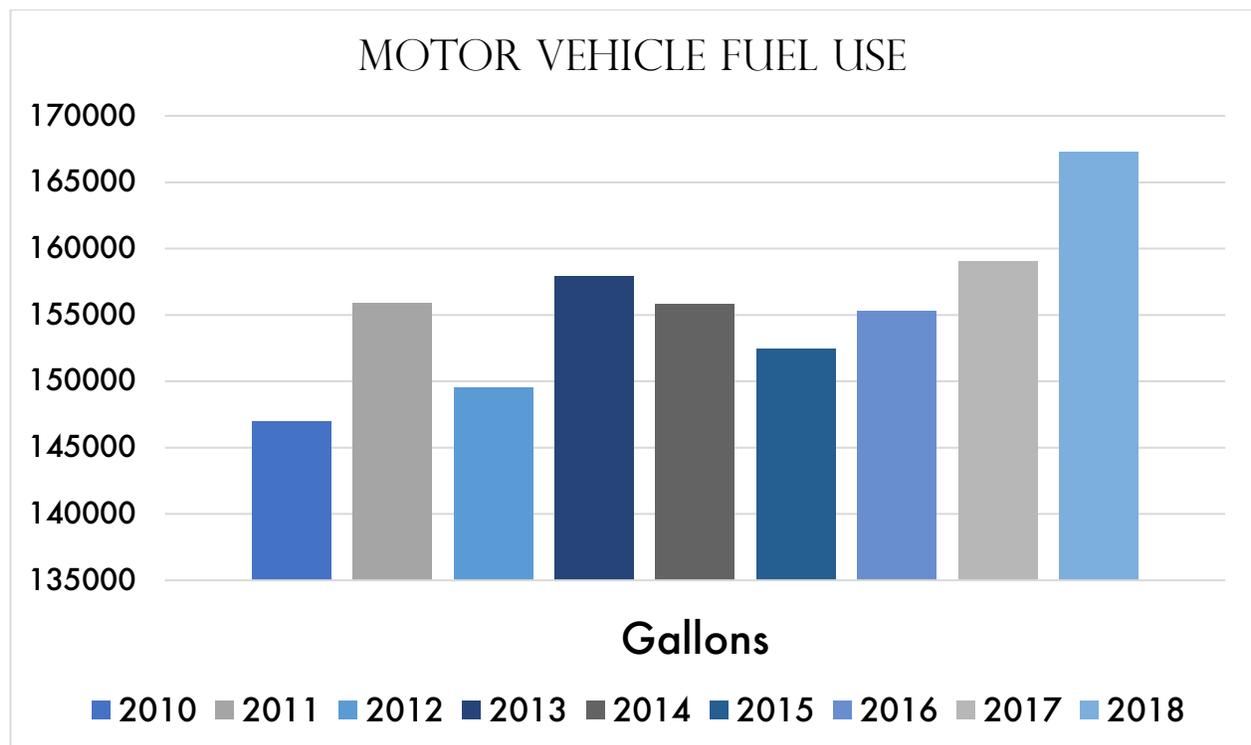
Water Use

The Salem Office building had a 10.7% reduction in water use from 2017 to 2018.



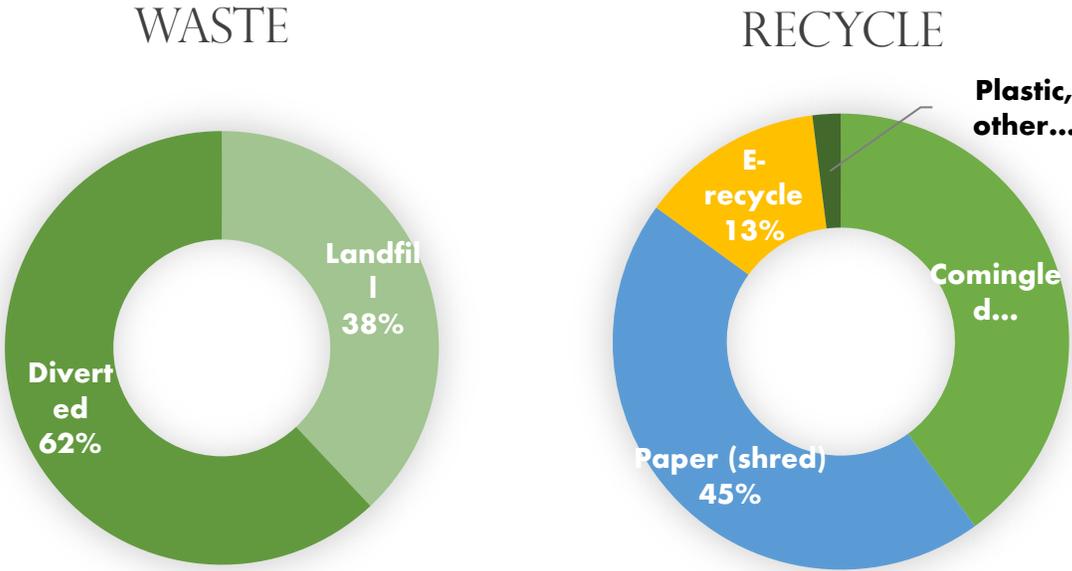
Motor Vehicle Fuel Use

ODA motor vehicle fuel use increased by 13.8% from 2010 to 2018. Many factors have contributed to this increase, including growing numbers of program responsibilities and staff along with ODA's role in assisting the agricultural community to address year-specific challenges (e.g. wildfire, drought, floods)



ODA and Veteran's Affairs Buildings Waste Diversion and Recycling

The 2018 Diversion rate of 62% for the ODA Salem Office building and Veteran's Affairs building (which share common dumpsters) exceeds Oregon's 2020 waste diversion target of 52%.



ODA SUSTAINABILITY DATA TRENDS-TO-DATE

Category	Metric	Status/Trends
Procurement	Office supplies recycled content	Meeting DAS Green Procurement Guidelines Policy and DAS Sustainability Acquisition Policy
Fleet/Transportation	Gallons of fuel Vehicle inventory Fleet MPG	13.8% increase in motor vehicle fuel use between 2010-2018
Energy Consumption	EUI Electricity Use Natural Gas Use	45.5 EUI for all ODA buildings in 2018 11% decrease in electricity use from 2017-2018 43% reduction in natural gas use from 2017 - 2018

Water Consumption	Gallons of water	10.7% decrease in water use at Salem Office building from 2017 - 2018
Waste Reduction and Recycling	Waste Diversion rate	62% waste diversion rate in 2018 for the Agriculture and Veterans Affairs Buildings exceeds Oregon's 2020 goal of 52%
Employee Engagement	Sustainable behavior and communication	Measurement metrics are under development

CURRENT ODA EFFORTS TO IMPROVE INTERNAL RESOURCE EFFICIENCIES

Category	Staff Responsible	Current ODA Activities	Related ODA Strategic Plan Objective
Procurement	Facilities Manager Procurement Team	<p>*Purchases specifically marked green or recycled office products available for purchase from Office Depot and Staples.</p> <p>*Directs ODA staff to State Surplus in Salem to seek out used office furniture.</p> <p>*Considers whole life cycle of items/goods when purchasing to ensure best longevity and price.</p>	Role Model Organization

	Employees	<p>*Participating in Statewide contract with Garten to take "e-waste" which includes using spare parts or refurbishing items for reuse or recycling.</p> <p>*Employees increasing use of recycling services and efforts to reduce waste.</p>	Strengthen Communication
Employee Engagement	<p>Employees</p> <p>Information Systems Manager</p>	<p>*Participating in Sustainability Plan development</p> <p>*Installed Mondo Pad to encourage remote meetings</p>	<p>Foster Employee Excellence</p> <p>Strengthen Communication</p>

Examples of Internal Sustainability Actions and Investments

- During 2017-19 biennium, ODA replaced 28 vehicles with higher MPG models.
- Purchased Mondo Pad installed in Media Conference room to allow for more meetings to be held remotely.
- ODA programs are participating in cross-training along with sharing regional staff and resources to reduce the need for headquarters staff to drive long distances.
- Installed a new bike cage in basement garage in May 2017 to provide a safe storage space to encourage alternate commuter options.
- Replaced florescent lights in basement garage with LED lights and installed motion detectors.
- Installed smart water fountains throughout the building to promote use of reusable water bottles.
- Explore re-location of laboratories out of a mixed-use space into a more energy efficient footprint.

RELATIONSHIP WITH EXECUTIVE ORDERS AND STATE POLICIES

Executive Order (EO) or State Policy	ODA Compliance Efforts	Relationship to Sustainability Plan Components
EO 17-20: Accelerating efficiency in Oregon’s built environment to reduce greenhouse gas emissions and address climate change	Facilities manager coordinates with DAS on procurement of energy efficient equipment and building electric and natural gas efficiencies.	Energy Efficiency
EO 17-21: Accelerating zero emission vehicle adoption in Oregon to reduce greenhouse gas emissions and address climate change	Fleet Manager replaced 28 vehicles with more fuel-efficient models during 2017-19 biennium.	Fleet/Transportation
EO 15-09: Direct state agencies to plan for resiliency to drought, to meet the challenge that a changing climate brings	Water Resource Specialist serves on the Placed-Based Integrated Water Resources Planning Team working with communities to ensure long-term water supplies.	Water Conservation
EO 17-11: Relating to affirmative action, equal employment opportunity, diversity, equity, and inclusion	Citizen Advocate hired in 2016 focused on tracking and increasing program access to under-served populations and supporting consideration of Diversity, Equity, Inclusion, and Environmental Justice in program delivery.	Diversity, Equity and Inclusion

Statewide Resource Conservation Policy 107-011-010	Facilities Manager worked with DAS to turn down thermostat in winter and up in summer, and to install LED lights and lighting motion detectors.	Energy Efficiency
Fleet Management, Statewide Policy 107-011-040	Fleet Manager replaced 28 vehicles in 2017-19 with more fuel-efficient models.	Fleet/Transportation
Green Chemistry Procurement Guidelines Policy 107-009-0080	DAS manages building janitors and directs use of green chemistry.	Procurement
Sustainable Acquisition and Disposal of Electronic Equipment Policy 107-011-050	Procurement team attends DAS trainings and adheres to Sustainable Acquisition Policy; Electronic equipment disposal done through statewide Garten contract for proper data wiping, re-use and recycling services.	Procurement Waste Reduction and Recycling

GOALS AND PRIORITIES FOR 2019-2020

The Director is establishing a Sustainability Workgroup (Workgroup) with membership that includes the ODA Sustainability Coordinator, Facilities Manager, Citizen Advocate, and Program staff from Salem and field offices. The Workgroup is charged with maintaining a sharp focus on sustainable behavior communications, tracking and reporting progress, and adaptive management. Over the next year, the Workgroup will work with staff, Program Managers and the Leadership Team to set goals for 2020-2023, measure and report progress on currently tracked metrics, research options for additional sustainability strategies and actions, and perform adaptive management by recommending a 2020-2023 ODA Sustainability Plan to the Director. Upon the Director’s approval, the ODA Sustainability Coordinator will submit the 2020-2023 Sustainability Plan to the Oregon Sustainability Board on or before September 15, 2020.

ODA SUSTAINABILITY WORKGROUP 2019-2020 WORK PLAN

What	Engage With	Timeframe
Convene Workgroup, Write Charter, and set meeting schedule	Staff Leadership Team	September/ October 2019
Write ODA Sustainability Vision	Staff Leadership Team	November 2019
Set 2020-2023 Goals	Staff Program Managers Leadership Team	April 2020
Track performance metrics	Program Managers	Annually
Compile and share sustainability progress report	Staff Program Managers Leadership Team	June 2020 then Annually
Recommend Plan revisions to Director	Staff Program Managers Leadership Team	August 2020 then Biennially
Submit Updated ODA Sustainability Plan	Leadership Team	September 2020; 2023 and every 5 years or as needed (to match Strategic Plan timelines)
Staff engagement: Share and receive information, education, action support	Staff	Ongoing
Work with Programs to develop outreach strategies and materials for Program stakeholders	Program Staff Program Managers Ag Stakeholders	Ongoing

ACTIVITIES SUPPORTING THE 2019 PRIORITY STRATEGIC PLAN OBJECTIVE

The ODA Director has selected *Strengthen Communication* as the 2019 Priority Strategic Plan Objective. Working with the Communications Director, ODA plans the following actions to support the priority Objective.

- Research the most effective methods to communicate sustainable practices with employees and agricultural stakeholders
- Create ODA webpage with information such as resource use efficiency tips, Sustainability Workgroup meeting calendar and links to resources
- Establish routine messaging; for example, a monthly newsletter to highlight creative sustainable actions by staff and other organizations and to report progress on metrics
- Offer six staff roundtables on sustainable behaviors
- Develop one Employee Challenge related to a selected sustainable behavior
- Provide one-on-one training for 10 additional ODA staff to learn to conduct meetings using GoToMeeting
- Advertise office habits that reduce resource use such as turning off computers at night, avoiding single-use plastics, reducing food waste, and alternative commute / travel options
- Consider creating information campaign to reduce individual carbon footprint
- Share DAS tip sheets with staff about existing State services to recycle Styrofoam, batteries, electronics, and metal
- Work with Program Managers to develop outreach materials on sustainable practices for Program stakeholders

ACTIVITIES RESEARCHING SUSTAINABILITY TOPICS IDENTIFIED BY STAFF

- Conduct cost-benefit analysis of roof solar panel installation
- Consider instituting an IT plug load strategy and bulk purchase of Smart Power Strips that shut off standby power
- Examine agency iCloud use and related electric consumption
- Consult with DAS on installation of electric sub-meter to measure ODA's progress in reducing electricity consumption

- Conduct cost-benefit analysis of purchasing one or two electric vehicles
- Consider adding criteria for ODA event catering that reduces single-use plastics and other non-recyclable waste
- Seek vendors options that may provide higher recycled content for all types of office supplies (not just copy machine paper)
- Explore collection and compost disposal of employee food waste
- Consider sponsoring a class on canning and preserving food
- Explore sending Workgroup members to attend Marion County Master Recycler class
- Conduct analysis of water infiltration benefits of a rain garden installation
- Explore water saving benefits of removing lawns and replacing with drought resistant native landscaping
- Consider adding landscape contracts criteria that prohibit blowing debris into Mill Creek

PROGRAMS SUPPORTING EXTERNAL AGRICULTURAL COMMUNITY

Sustainability is important to the customers that ODA serves. Consumers and the citizens of Oregon value sustainability in Oregon agriculture and food products they purchase and consume. Farmers and ranchers practice sustainable resource use for the benefit of the environment, their communities, and their operations' economic viability. Further, agricultural organizations across the State promote Oregon agriculture's sustainability through public education and in some cases, through 3rd party certification programs.

Many ODA programs support our constituents' values of sustainability. Our external sustainability efforts are closely tied to ODA's Strategic Plan Objectives of Excellence in Customer Service, Culture of Collaboration and Inclusive Communication. As described earlier, the Workgroup will continue an adaptive management process to integrate new information and strategies into the Sustainability Plan and program delivery serving ODA's customers. The table below identifies ODA programs that support sustainability goals related to environmental topics, as identified in the 2019 DAS Sustainability Plan Guidelines, and support a strong Agricultural sector economy into the future.

Topic	Supporting ODA Programs
Energy	Bovine Manure Tax Credit Program
Water	Agricultural Water Quality Program Pesticide Stewardship Program Confined Animal Feeding Operations Program Insect Pest Prevention and Management Program Noxious Weed Program Market Access and Certification Soil and Water Conservation District Program
Waste	Agricultural Water Quality Program Pesticide Stewardship Program Confined Animal Feeding Operations Program
Air	Smoke Management Program
Habitat and Land Use	Agricultural Water Quality Program Pesticide Program Oregon Bee Project Plant Threatened & Endangered Species Program Insect Pest Prevention and Management Program Noxious Weed Program Market Access and Certification Program Soil and Water Conservation District Program
Biodiversity	Plant Threatened & Endangered Species Program Insect Pest Prevention and Management Program Noxious Weed Program
Economy	Market Access and Certification Program Shipping Point Inspection Program Nursery Program Animal Health and Livestock Identification Program Weights and Measures Program Farm to School Program

	Insect Pest Prevention and Management Program Noxious Weed Program Food Safety Program Natural Resource Program Area Support
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Agricultural Water Quality Program

The Agricultural Water Quality Program aims to prevent and control water pollution from agricultural activities and soil erosion on rural lands through partnerships, education, and regulatory work. Initiatives that support community economic and environmental objectives include establishing and maintaining healthy streamside vegetation and soil health.

Animal Health, Feeds and Livestock Identification Program

Ownership inspection (also called brand inspection) is required for cattle, whether or not they are branded, to verify ownership when: a change of ownership occurs, before shipment out-of-state, before sale at auction, and before slaughter.

Bovine Manure Tax Credit Program

The Bovine Manure Tax Credit Program administers tax credit certifications to qualified bovine (cattle, goats, sheep) manure producers or collectors that produce biofuels in Oregon.

Confined Animal Feeding Operations Program

The Confined Animal Feeding Operations Program issues CAFO permits to livestock and other animal owners with required plans to prevent manure from polluting ground and surface water.

Farm to School Program

Our Farm to School Program works to connect local farmers, packers, and food processors with school cafeterias in preschools, elementary and secondary schools, and colleges. This enables more Oregon agricultural products to be served in the lunch line and helps connect youth to food production through school gardens, field trips to farms and ranches, and grower visits to the classroom.

Food Safety Program

The mission of the Food Safety Program is to help prevent the spread of foodborne illness. ODA accomplishes this mission through the following: monitoring Oregon's food industry, enforcing state sanitation laws, inspecting food establishments, and working to ensure the consumer gets food that is not contaminated, mislabeled, misrepresented or changed in any way that would impair safety or purity.

Insect Pest Prevention and Management Program (IPPM)

The Program collaborates with the USDA Animal and Plant Health Inspections Service (APHIS) Program, industry stakeholders, other state departments of agriculture, university researchers, and extension specialists to conduct surveys throughout the State. These surveys enable ODA to be at the frontline to safeguard Oregon against introduction of harmful plant pests and diseases. A timely and effective detection and rapid response system enables IPPM to combat invasive pests and diseases before they have a chance to cause significant environmental and economic damage.

Market Access and Certification Program

The Market Access and Certification Program provides third-party certification and audit services that enable growers and processors to meet market access needs. Certifications are offered through the Good Agricultural Practices (GAP) Program, Good Handling Practices (GHP) Program, and the National Organic Program (NOP). By providing these services, ODA supports the economic and environmental sustainability of Oregon agricultural operations.

Noxious Weed Control Program

The Noxious Weed Control Program protects natural and agricultural resources from the introduction and spread of noxious weeds. To accomplish this charge, the Program implements early detection and rapid response projects for new invaders, promotes an intensive biological control program, assists those implementing integrated weed management projects across the state, maintains maps for priority listed noxious weeds, conducts statewide inventories and surveys, and delivers education outreach services.

Oregon Bee Project

The Oregon Bee Project brings together a variety of public and private partners to support thriving native and managed bee populations in Oregon.

Pesticide Program

The Pesticide Program regulates the sale and use of pesticides in Oregon. The Program aims to protect people and the environment from any adverse effects of pesticide use while maintaining the availability of pesticides for beneficial uses.

Pesticide Stewardship Program

The Pesticide Stewardship Program identifies potential concerns and opportunities to improve water quality affected by pesticide use around Oregon. The Program combines local expertise and cooperation to encourage voluntary changes in pesticide use, while working toward measurable environmental improvements.

Shipping Point Inspection Program

The Shipping Point Inspection (SPI) Program supports economic resiliency by providing Oregon producers third-party grading, inspections, phytosanitary certificates, and administers alternative inspection programs.

Smoke Management Program

The Smoke Management Program administers the rules for field burning in the Willamette Valley. The Program coordinates, registers, and distributes burn permits; authorizes burning activities during the field burning season; provides ground surveillance during burn activities; and enforces the rules that govern open field burning of grass and cereal grain in the North Willamette Valley.

Soil and Water Conservation District Program

The Soil and Water Conservation District (SWCD) Program provides services to the 45 Soil and Water Conservation Districts throughout Oregon. These services include technical support to assist Districts in working with agricultural landowners to protect Oregon's soil and water resources.

SUSTAINABILITY PLAN SUPPORTS MULTIPLE STATE GOALS

The 2019-2020 ODA Sustainability Plan includes strategies that help ODA make progress toward sustainability while also fulfilling key objectives in the ODA 2018-2023 Strategic Plan. ODA further recognizes the Governor's priorities of Diversity, Equity, and Inclusion as well as Responding to a Changing Climate as key umbrella state goals that need to be integrated into planning and program management and delivery agency-wide.

Diversity, Equity and Inclusion

Diversity, equity and inclusion is a core value of ODA—both for ODA's employees and those they serve. The Citizen Advocate represents ODA on Oregon's Environmental Justice Task Force and regularly collaborates with other state agencies and communities to address environmental justice concerns related to ODA's work. This position promotes public participation, including identifying under-represented segments of communities in areas planned for ODA regulated activity; assisting with public education and outreach materials; and identifying areas of improvements to promote understanding and knowledge of ODA programs to underserved communities. ODA provides publications in non-English languages and translation services as needed. This position also serves as the ODA's liaison to Oregon's nine federally recognized Tribes. Further, ODA's Citizen Advocate promotes diversity, equity and inclusion training opportunities for agency staff.

Responding to a Changing Climate

ODA has carefully built strong working relationships with the agricultural community that place the agency in a good position to aid agricultural landowners and rural communities in making meaningful progress to address impacts from changing weather patterns. Agency staff are currently participating in development of the Governor's Climate Adaptation Framework. ODA programs identified in the External Agricultural Community Support Table, aid farmers and ranchers in making their own decisions and investments to respond to such shifting conditions as changes in water regimes, pest and disease infestations, and wildfire response, to name a few. Further, ODA has a potential role in helping the public to understand climate impacts on farmers, ranchers, and agricultural commodities.

CONCLUSION

The Department of Agriculture's work necessarily centers around sustainability given our mission to ensure healthy natural resources, environment, and economy for Oregonians now and in the future. The 2019-2020 ODA Sustainability Plan is aimed at further improvements in internal resource use, and sets in motion a process to identify additional actions that will accelerate measurable progress in operational efficiencies and to further support external customers' objectives for environmental, economic and community sustainability. The Department will submit an updated 2020-2023 ODA Sustainability Plan to the Board in September 2020. ODA looks forward to working with the Oregon Sustainability Board, Department of Administrative Services, ODA staff and the agricultural community in advancing sustainable practices for the benefit of all Oregonians.