

# **OREGON SUSTAINABILITY BOARD**

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## **REPORT TO THE 2013 LEGISLATIVE ASSEMBLY**

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**2011-2013  
Biennial Report**  
May 2013

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## Oregon Sustainability Board Members

### 2013 Members

**Kate Brown**, Chair, Governor's Representative, Secretary of State  
**Dr. Robin Collin**, Professor, Willamette University  
**David Gremmels**, Rogue Creamery  
**Lori Hollingsworth**, Lincoln City  
**John D. Miller**, Wildwood/Mahonia  
**Maurice Rahming**, O'Neill Electric  
**Trey Senn**, Executive Director, Klamath County Economic Dev. Association  
**Alando Simpson**, City of Roses Disposal & Recycling  
**Sara Vickerman**, Director, West Coast Office, Defenders of Wildlife  
**Joe Webb**, Grant County

### Former Board Members

**Susan Anderson**, Director, City of Portland, Office of Sustainable Development  
**Bill Bradbury**, Former Chair, Governor's Representative, Former Secretary of State  
**Bill Blosser**, Natural Resources/Community Health/Economics  
**Ned Dempsey**, Small Business Representative  
**Martin Goebel**, Sustainable Northwest  
**Becky Hyde**, Rancher, Southern Oregon  
**Annabelle Jaramillo**, Commissioner, Benton County  
**Deborah Kane**, Natural Resources/Community Health/Economics  
**Pete Kratz**, Executive Vice President, Operations, Harry & David Holdings, Inc.  
**John Ledger**, Vice President, Associated Oregon Industries  
**Tracey Liskey**, Natural Resources/Community Health/Economics  
**Tom Nygren**, Small Woodlot Owner

## Overview of Sustainability Board Activities

During the 2011-2013 biennium, the Board met four times a year. It divided its work into these general areas:

- State agencies
- Special Board initiatives
- Community outreach

It continues to be difficult for the Board to carry out its legislative mandate without a budget. The lack of a budget meant the board could not hire full-time staff and curtailed its activities. Fortunately, agencies provided staff assistance to the Board, including the Secretary of State's Office and the Department of Administrative Services (DAS). In addition, a number of non-state volunteers provided significant assistance to the Board, including the primary staff support from PECl. While this allowed the Board to meet regularly and accomplish routine tasks, it continues to prevent the Board from expanding its mission and completing major

projects.

The Board believes its principal role is to facilitate and encourage work on sustainability-related issues within state government and in the broader Oregon community. In particular, its role is to act as a bridge to connect the many groups working on sustainability, both within and outside state government.

#### Overarching Priorities

The Board maintains the following priorities for its work:

- Connection with state agencies and their sustainable external impacts.
- Sustainable economic development with emphasis on fostering rural/urban connections through the Sustainable Oregon Schools Initiative and Ecosystem Services projects.

## History

The legislature established the state's overall sustainability policy when it adopted, in 2001, the Oregon Sustainability Act (ORS 184.423). Among other things, the legislation created the Oregon Sustainability Board and established legislative goals for state government in the area of sustainability. In order to help implement the act, Governor Kulongoski issued Executive Order 03-03 in June 2003, which directed the Sustainability Board to oversee the process for carrying out the Act. The Executive Order specifically requests that the Board oversee development of sustainability plans by 20 state agencies. The Executive Order also established a Sustainability Leadership Team composed of senior state employees to assist the Board in carrying out its activities.

In 2006, Governor Kulongoski issued Executive Order 06-02. The Executive Order specifically requests that the Board assist local governments and the private sector with the development of sustainability practices, promote sustainable economic investment and development, and advance sustainability performance in state government. The Executive Order identifies Sustainability Leadership Team, Interagency Sustainability Network, and Oregon Solutions to assist the Board in completing the requirements.

The 2007 Legislative Assembly passed House bill 3244, which established the Board as a permanent advisory body within the Oregon Department of Administrative Services.

A copy of the Governor's Executive Orders 00-07, 03-03, and 06-02 can be found at: <http://governor.oregon.gov/Gov>

## Connection with State Agencies

### 2003-2005

#### Guidance and Training

In order to assist agencies in developing their sustainability plans, in November 2003 the Board issued an agency guidance document titled "A Sustainable Oregon for the 21st Century". The document provided specific guidance on a development of agency plans and

asked each agency to identify at least three sustainability-related actions they would undertake during the biennium.

### **Plan Development Review**

The twenty agencies required to prepare sustainability plans submitted them and then Board committees reviewed them against the criteria listed in the guidance document. A number of the plans required revision before they would meet the criteria. These revisions were made by the agencies and then the Board approved all of the plans.

### **2009-2011**

#### **Sustainability Coordinator Position**

In August 2010, the Sustainability Coordinator at Department of Administrative Services resigned her position. However, she negotiated the ability to continue to support the board as a volunteer with the local non-profit company, PECL. This public-private partnership has provided an important link to continuity within staff support, but has not allowed for any time to expand the board responsibilities or outreach. As of May 2013, this position has not yet been filled. Having this position vacant has created several problems for state government and the board. It does not show a commitment to sustainability from the highest levels, it has allowed sustainability program momentum in agencies to stall and even collapse, and it has prevented the board access to a position that can affect change and communication with agencies. The board strongly encourages DAS to move forward with its plans to hire a new position or two to support these programs.

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|---|
| Key state agencies                                      |
| • Administrative Services                               |
| • Agriculture   |
| • Consumer & Business Services, Building Codes Division |
| • Corrections   |
| • Economic & Community Developmentt                     |
| • Energy  |
| • Environmental Quality                                 |
| • Fish & Wildlife                                       |
| • Forestry  |
| • Governor's Office                                     |
| • Housing & Community Services                          |
| • Lands   |
| • Land Conservation & Development                       |
| • Parks   |
| • Progress Board  |
| • Public Utilities Commission                           |
| • Transportation  |
| • Travel Oregon   |
| • University System                                     |
| • Water Resources                                       |
| • Watershed Enhancement Board                           |

#### **Interagency Sustainability Coordinators Network**

In January 2008, the Board re-energized the Interagency Sustainability Coordinators Network (Network) through staff support from the Oregon Department of Administrative Services (DAS). The group established a regular bi-monthly meeting schedule to facilitate discussions around energy conservation, solar projects for state buildings, legislative bill coordination, social equity, and more. The Network also organized several tours and educational opportunities around community sustainability projects for state agencies. However, once the 2009-2011 biennium began, state agencies shifted their focus to budget shortfalls and attendance at the Network meetings began to wane. The board continued to advocate for the group and attendance picked up in 2012 when the former coordinator and staff support from PECL, volunteered to facilitate these meetings again. The group maintained a focus on low-cost measures and featured free resources from the community to help agencies.

In January 2013, the board revived this group as the key conduit for communication with state agencies and updates to the sustainability plans. The March 2013 meeting included break-out sessions with board members as mentors to the network plan partners (more on that later). The mentors facilitated discussions with state agencies about the plan elements

and challenges. Both mentors and agencies found the experience rewarding and look forward to the May and July meetings to further this dialogue.

## **Plan Updates**

The Board met with agencies throughout the 2007-11 biennia to discuss sustainability plans and updates. The Board launched a process to revitalize the benchmarks from the Oregon Progress Board around performance excellence and plans to roll that out to state agencies in the 2011-13 biennium, but it did not occur due to lack of staffing. In addition, in 2011, the Board sponsored Senate Bill 942, which requires the Department of Administrative Services (DAS) to adopt a statewide plan for sustainability, with input from agencies. It also allows state employees to volunteer for green team activities on limited work time and to reduce paper use in operations. However, this bill did not pass.

In late 2012, the Governor's Office sent the board a memo (Appendix A) that shows a new commitment for state agency sustainability plan updates. The memo requests that the board work with agencies to collaboratively produce these revised plans and facilitate presentations at board meetings. Board staff and members began discussions with agencies and created a Plan Update Guide (Appendix B). The board will use the ISCN meetings as an opportunity to work collaboratively with agencies on these updates and begin presentations at the May 2013 board meeting in Salem.

## **Legislation**

### **Senate Bill 513/House Bill 3109**

The 2009 Legislative Assembly passed Senate Bill 513. This bill created an ecosystems services workgroup within the Natural Resource Institute and staffed by the Oregon Watershed Enhancement Board. The Board provides oversight of the workgroup. Over the last two years, the workgroup developed a report with recommendations to streamline ecosystem services markets and payment programs. In January 2011, these recommendations were developed into House Bill 3109.

## **Board Community Outreach**

### **Sustainableoregon.net Web Site**

The Board, acting through the Department of Administrative Services, maintains a state website for sustainability. The website contains archives of all Board actions, copies of agency sustainability plans, links to a wide variety of sustainability resources, sites, and other information on sustainability. The site recently moved to a new server and was down for a bit during the transition. Staff will track the number of hits on the new server and report in the 2011 report.

## Presentations to Board

As part of its objectives identified in its strategic plan, the Board has invited a wide variety of outside groups and specialists to make presentations to the Board on their sustainability activities. A sampling of these presentations is listed below.

- Ten-Year Plan for Livable Communities (Steve Marks, Governor's Office)
- Blue Mountain Forest Collaborative (Irene Jerome, GMFC)
- Forest issues in Eastern Oregon (Mike Billman, Malheur Lumber)
- Grant County economic development (Sally Bartlett, Grant County)
- Baker City sustainability programs (Barbara Sidway, Geiser Grand Hotel)
- Lean Path to Community Sustainability (Jim Van Dyke, Wellspring)
- Ecotourism in Oregon (Kristin Dahl, Travel Oregon & Kyla Cheney, KMC Media)
- Clean Water Services (Bill Gaffi, Clean Water Services)
- 2012 legislative update (Senator Jackie Dingfelder)
- City of Salem sustainability programs (Annie Gorski, City of Salem)
- Sustainable Schools award (Lori Stole, SOSI)
- DEQ materials management strategy (David Allaway, DEQ)
- Oregon Water Strategy (Ruben Ochoa, Oregon Water Resource Department)
- Harbor clean-up & internal programs (Bill Wyatt, Port of Portland)
- Office of Legal Guardian concept (Jim Kennedy)
- State government update (Sarah Jo Chaplen, DAS)
- Ten-Year Energy Plan (Margi Hoffman, Governor's Office)
- Green Chemistry Executive Order (Gabriella Goldfarb, Governor's Office)
- Portland Harbor (Jessica Keys, Port of Portland)
- 2013 Legislative update (Senator Jackie Dingfelder, Rep. Jules Bailey)

## Presentations to the Board – recent history

### 2008

- Brownsville Dam Removal
- Olympic Track & Field Trials
- City of Eugene
- Oregon Business Council
- Cannery Pier Hotel
- TEAM Klamath
- Douglas County
- Office of Regulatory Streamlining

### 2009

- Sustainable Oregon Schools Initiative
- Oregon Informed Growth Act
- Oregon B.E.S.T. Center
- Public Purpose Charge distribution
- Wallowa County
- City of Oakridge
- Voice for Oregon Innovation & Sustainability (VOIS)

### 2010

- Eastside forest legislation
- Sustainability in K-12 schools
- Green building and energy codes
- Sustainability in higher education
- PGE Boardman closure
- Legislative issues in 2011 session
- Oregon Water Plan
- Green Jobs Council
- Water & farm issues in S. Oregon
- Bio-energy in Oregon
- Southern Oregon Clean Energy Alliance
- Green Jobs Council
- Oregon Zoo

### 2011 (Jan-June)

- Global Warming Commission's roadmap to 2020
- Climate Change Impact Assessment
- State agency adaptation report
- Green building and energy codes
- Governor's transportation goals
- Oregon Dept of Transportation
- DAS State Procurement Office
- Oregon State Parks

## Board Travel

In addition to community partnership for presentations, the Board thrives on traveling to locations around the state for their meetings. However, in 2011 to save costs to members and state government, the Board cut back overnight travel to only one meeting a year. The Board members are not reimbursed for their travel expenses. A sampling of the travel locations and tours are below.

September 2011 – John Day & Baker City

- Biomass boiler at John Day airport
- Biomass wood mill at Malheur Lumber in John Day
- Sumpter Dredge in Sumpter
- Geiser Grand Hotel in Baker City

November 2011 – Hillsboro

- Clean Water Services LEED building (2010 award winner)

May 2012 – Portland Airport

- Port of Portland LEED building (2010 award winner)

January 2013

- PECL, First & Main (2012 award nominee)

Further travel destinations:

- Oct 2013 – Columbia Gorge Hotel, Hood River, OR

## Coordination with other Boards & Commissions

In January 2011, the Board and the Global Warming Commission held their first joint meeting to discuss issues that touch the missions of each group. It was one of the highest attended meetings by the public in the history of the Board and provided an important opportunity to ensure partnership on legislation and projects.

The Governor's Office memo also requests the board coordinate with boards and commissions that represent the other components of sustainability: the Small Business Advisory Council and the Environmental Justice Task Force. Board support is reaching out to these groups to coordinate collaborative discussions and event potential joint meetings in the future.



Board members in front of biomass boiler at John Day Airport



Board member, Trey Senn, taking in the beauty of Grant County



Board members tour the LEED rated building at Clean Water Services in Hillsboro

## State of Oregon Sustainability Awards

### 2012

The Board decided to work internally to improve the process for the awards and criteria, and did not distribute awards in 2011. However, they connected with the Association of Oregon Industries and NEBC in Dec 2012 for the 5<sup>th</sup> Annual Oregon Sustainability Awards.

- Grand Champion: Mountain Rose Herbs
- Grand Champion: Hopworks Urban Brewery
- Manufacturing: Oregon Iron Works
- Technology: EasyStreet Online Services
- Rising Star: Bridgetown Natural Foods

#### Finalists:

- Epson Portland, Inc.
- Oregon Department of Transportation
- PECI



2012 Oregon Sustainability Award recipients

### 2010

The Future of Energy conference hosted the 4<sup>th</sup> Annual Oregon Sustainability Awards on April 13, 2011. Governor Kitzhaber and Secretary Brown distributed the awards.

- Small business winners:
  - One Green World (Northwoods Nursery), Molalla
- Large business winners:
  - Burgerville, Portland
- NGO/Government winners:
  - Port of Portland, Portland
  - Corvallis Regional Sustainability Programs – consist of:
    - Corvallis School District
    - 1st Alternative Coop
    - Corvallis Sustainability Coalition



2010 Award recipients

### 2009

The Future of Energy conference hosted the 3<sup>rd</sup> Annual Oregon Sustainability Awards on April 22, 2010.

- Small business winners:
  - Duro-Last Roofing, Grants Pass
  - Gingerich Farms, Canby
- Large business winners:
  - Harry & David, Medford
  - Truitt Brothers, Salem
- NGO/Government winners:
  - Clean Water Services, Hillsboro
  - Gladstone School District, Gladstone
- Special Recognition: TEAM Klamath
- Rising Star: Paula's Kitchen, Kings Valley



2009 Award recipients

## 2008

The Oregon Business Council's Leadership Summit in Portland hosted the ceremony for the second, annual awards on December 11, 2008. Former Secretary of State and Sustainability Board Chair, Bill Bradbury, presented the awards to the recipients.

- Small business winners:
  - Sokol Blosser Winery, Dundee
  - Full Sail Brewing, Hood River
  - Klamath Brewing, Klamath Falls
- Large business winner: New Seasons Market, Portland
- NGO/Government winner: ShoreBank Enterprise Cascadia, Astoria
- Project winner: Eugene 08 Olympic Trial Committee

## 2007

The 1<sup>st</sup> Annual Oregon Sustainability Awards were hosted by the Oregon Sustainability Board and the Oregon Economic and Community Development Department on June 1, 2007.

- Small business winners:
  - Gerding Edlen Develop., Portland
  - Standing Stone Brewing Company, Ashland
  - Sustainable Harvest Coffee Importers, Portland
- Large business winners:
  - Doubletree Hotel and Executive Meeting Center, Portland
  - Siltronic Corporation, Portland
- NGO/Government winners:
  - International Sustainable Development Foundation, Portland
  - City of Portland, Office of Transportation, Portland
  - Metro, Portland

## Conclusion

The Board continues to grow in its role within the state, even while that role continues to flux. Over the next biennium, the Board plans to complete new projects and looks forward to a robust and innovative future. In addition, the Board serves at the pleasure of the Governor and will implement any new directives that come from the 2009 legislative session or any future Executive Orders.

Throughout this new future, the Board will not lose sight of its principle role as facilitator and champion of work on sustainability-related issues within state government and in the broader Oregon community. It will continue to serve as the primary bridge for innovation, environmental stewardship and social equity, both within and outside state government.

## Appendix

### Appendix #1: Governor's Letter to Oregon Sustainability Board

*This is an internal communication and may be confidential. Portions of this document are advisory in nature and may be exempt from public disclosure pursuant to ORS 192.002(1).*

John A. Kitzhaber, M.D.  
Governor



#### Memorandum

**TO:** Oregon Sustainability Board

**DATE:** January 7, 2013

**FROM:** Lynn Peterson, Office of the Governor  
Gabriela Goldfarb, Office of the Governor

**RE:** Future of the Oregon Sustainability Board

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Thank you for dedicating your time and energy to the work of the Governor's Oregon Sustainability Board (OSB). The OSB was created by the Legislature to "identify, evaluate, make recommendations and propose legislation, regulatory changes or policy modifications to agencies, the Governor, the Legislative Assembly, private entities or other bodies for the purpose of encouraging activities that best sustain, protect and enhance the quality of the environment, economy and community for the present and future benefit of Oregonians" (ORS 184.429).

The OSB has had many successes helping state agencies create sustainability plans that conserve energy, save money and make our state more ecologically responsible.

This document is intended to help guide the work and focus of the OSB and does not preclude the OSB from continuing current initiatives and working in other ways to promote sustainability in Oregon. We request the OSB emphasize two courses of action in carrying out its mandate: 1. oversight of state agency implementation of sustainability-related Executive Orders, and 2. identifying areas of joint interest and action with the Oregon Small Business Advisory Council and the Environmental Justice Task Force.

Please consider these two elements as you move forward as a board:

1. Executive Order No. EO 03-03, issued in June 2003, directs state agencies to "deliver to the [Oregon Sustainability Board] for its review and approval written guidance

("Sustainability Guidance") to state agencies regarding each agency's actions to comply with this Order." As this was issued nearly a decade ago, the OSB has an opportunity now to measure and support progress at state agencies by reviewing implementation of agencies' sustainability plans, as well as the work outlined in RC 98-07 and RC 00-07.

- a. Review agency sustainability plans by meeting with agency staff to discuss plan and execution. Meet with approximately ten departments annually on a rolling basis during OSB meetings by reaching out and inviting agency staff to present and discuss their sustainability measures. Utilize these opportunities to discuss best practices among OSB members and agency leadership.
  - b. Work with the Department of Administrative Services (DAS) to continue to convene the Interagency Sustainability Coordinators Network, as described in EO 03-03, to ensure coordination and collaboration on enterprise-level sustainability activities. The OSB will provide guidance for the network.
  - c. Create an annual report to the Governor containing administrative recommendations to make state government more sustainable.
2. Sustainability is defined as "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). Commitment to this stated mission is shared at the state level by the Oregon Small Business Advisory Council and the Environmental Justice Task Force. The OSB chair will meet with the chairs of these two boards to identify areas of overlap and opportunities for collaboration.

## Appendix #2:

### State Agency Sustainability Plan Updates April 2013

In 2003, the Oregon Sustainability Board (Board) was charged to coordinate adoption and updates of sustainability plans from 25 state agencies. Agencies presented the first round of reports in 2004, with subsequent updates in 2006 and some in 2008. Identifying sustainability practices was incorporated into the budget process, requiring agencies to update their strategies and report on benchmarks.

Now, in 2013, the Board has new direction from the Governor to re-energize these plan updates. The Board has been charged to “measure and support progress at state agencies.” This is to be accomplished by “reviewing agency sustainability plans by meeting with agency staff to discuss plan and execution. Meet with approximately ten departments annually on a rolling basis during Board meetings by reaching out and inviting agency staff to present and discuss their sustainability measures. Utilize these opportunities to discuss best practices among Board members and agency leadership.” As one of the primary goals of the Board is to create a culture of sustainability in state agencies, this process will help deepen and broaden our actions towards that end.

Agencies named in 2003 E.O.:

- Administrative Services
- Agriculture
- Business Oregon
- Consumer & Business Svcs.
- Corrections
- Energy
- Environmental Quality
- Fish & Wildlife
- Forestry
- Governor’s Office
- Housing & Comm. Svcs.
- Lands
- Land Conservation & Dev.
- Parks
- Public Utilities Comm.
- Transportation
- Travel Oregon
- University System
- Water Resources
- Watershed Enhan. Board

In an effort to minimize the staff time required for the plan updates, but maximize the information sharing, the Board developed this guide to the plan updates. The intent is to ensure that agencies are providing information that will be used for an annual report to the Governor’s Office, developed into administrative recommendations to make state government more sustainable, and ensured that best practices among agency sectors are implemented.

### Plan Partners

The Board would like to encourage agencies to collaborate on their plan development. The Interagency Sustainability Coordinators Network meetings will have 45-60 minutes dedicated for work sessions to develop plan concepts and brainstorm with fellow agencies within your sector. Board members and staff will be available at the meetings to assist with questions and help with brainstorm sessions. The plan partners may be divided as:

Administrative	Natural Resources	Education	Business Development	Codes/Rules
Administrative Services	Fish & Wildlife	Corrections	Agriculture	Consumer & Business Svcs
Governor’s Office	Forestry	University System	Business Oregon	Environmental Quality
Human Services	Lands	Youth Authority	Energy	Housing & Comm Svcs
Justice	Parks		Travel Oregon	Land Conservation & Develop.
Secretary of State	Water Resources		Transportation	Public Utilities Comm.
	Watershed Enh.			

## Plan Requirements

- Plans should be no more than five pages long.
- Where possible, use bulleted lists with some expanded information.

## Plan Elements.

Plans should include the following sections:

1. Describe what sustainability means to your agency and how it fits with your mission.
2. Describe future goals:
  - a) Short-term sustainability goals for the next 1-3 years that can be achieved with your current budget and staffing (i.e. low-hanging fruit that can and should be done, such as creating new policies or external outreach). For each short term goals, include a brief description of the strategy or strategies your agency will use to meet each goal.
  - b) Long-term, planned and/or stretch goals for the next 3+ years that may require changes to your agencies' plans, procedures or structure to accomplish. Think about internal and external opportunities. Describe how your long-term and short-term goals relate to:
    - 1) The Governor's Priorities around education, health care, and jobs and innovation (i.e. integrated pest management practices, clean water and positive impacts on health care).
    - 2) The Governor's Ten-Year Energy Plan, such as maximizing energy efficiency and conservation to meet 100 percent of new electricity load growth, enhancing clean energy infrastructure development by removing finance and regulatory barriers, and accelerating the market transition to a more efficient, cleaner transportation system.
    - 3) The Governor's Green Chemistry Initiative, such as building awareness within your agency or among businesses that you work with about the benefits of green chemistry. Explore ways to reduce in chemicals of concern in your agency and how these practices can be incorporated into your internal operations and statewide initiatives.
3. Describe current internal practices and policies:
  - a) Well-established practices internal to operations (i.e. turning of lights, double-siding paper, etc.)
  - b) Employee equity (i.e., transportation to work, telecommuting, tele-working), affirmative action, and diversity, as well as strategies to engage employees in internal programs.
  - c) Procurement practices that support minorities, women and emerging small businesses or qualified rehabilitation facilities. Encourage sustainable and local goods, as well as material acquisition practices and end-of-life consideration for products.
  - d) If relevant, land and building management practices (i.e. facilities maintenance, ecosystem services, etc.).
  - e) Policies you have in place that address sustainable practices or support DAS or other agency plans (i.e. purchase 100% PC paper, follow DAS resource conservation policy, etc.).
  - f) Submit the sustainability section from your budget narrative as appendix to this plan.
4. Describe current external practices and goals:
  - a) Current well-established practices that reach beyond your agencies internal practices to create a more sustainable Oregon (i.e. electronic renewals for permits, etc.).
  - b) Affirmative action, diversity, community service and engagement.
  - c) Mission-related goals, policies or programs that address ecological, economic and social goals (i.e. maintaining and restoring Oregon's water, forests, and native fish and wildlife resources, enhancing economic sustainability, and addressing social equity issues).