

OREGON



WATER RESOURCES  
DEPARTMENT

## Sustainability Plan

*2019 – 2021*

## About: Oregon Water Resources Department

### *Vision:*

To assure sufficient and sustainable water supplies are available to meet current and future needs.

### *Mission and Goals:*

To serve the public by practicing and promoting responsible water management through two key goals – to directly address Oregon's water supply needs, and to restore and protect streamflows and watersheds in order to ensure the long-term sustainability of Oregon's ecosystems, economy, and quality of life.

### *Our Role:*

The Department is charged with implementing Oregon's water allocation and distribution laws. Core functions of the agency include: data collection and information, water right transactions, distribution and regulation of water, and meeting future water needs.

## Our Green Team: North Mall Office Building

The North Mall Office Building (NMOB – Salem) is owned and operated by the Department of Administrative Services, and houses the Oregon Housing and Community Services, Oregon Parks and Recreation, and Oregon Water Resources Department. Together, these agencies share a Green Team, who work collaboratively to maintain the building's Earthwise Certification, recommend sustainable business practices, and promote green practices for employees at work, in the community, and at home.

Some highlights of the Green Team 2017-2019 efforts, include:

- Celebrated Earth Day with events and sustainability exhibit for staff, vendors, and community,
- Hosted of a "1 Year of Coffee Cups" public education display in the NMOB lobby,
- Coordinated viewings of water conservation and plastic waste documentaries,
- Shared water bottle awareness facts and created T-shirt bags after films,
- Held a seed exchange and sharing gardening tips,
- Supported charity by collecting and donating plastic bags and fabrics to Salem Sleeping Bag Project, and 4,000 pairs of eclipse viewing glasses to Astronomers without Borders,
- Sponsored bottle drives,
- Promoted "Solve" beach and park clean up event,
- Ruffled sustainable prizes (produce bags, reusable straws, compost bins, and hydro flasks).

The Department thanks the Green Team for their contributions to the Sustainability Plan and the Department's sustainability efforts. The Team's intentions for the future are outlined in the table below.

<i>Commitment to Sustainability</i> ORS 184.421; EO 06-02	
<i>Current Practice</i>	<i>Future Goals</i>
Develop Department Sustainability Plan	Review Sustainability Plan
Participate in inter-agency, NMOB Green Team, support training and planning efforts	Continue to incorporate sustainability ethic into agency
Maintain NMOB Earthwise Certification (Last Audit: August 2019)	Renew Earthwise Certification (Next Audit: 2021)
Increase staff awareness of sustainability and sustainable practices (e.g. Intranet, Hydraulic Connection Newsletter, presentations, building posters, room signage, etc.)	Create sustainability webpage
Celebrate Earth Day!	Celebrate Earth Day!

## Green Partnership: Department of Administrative Services

The Department of Administrative Services (DAS) is a key partner in our implementation of sustainable practices, setting statewide policy regarding the procurement of goods and management of fleet. Additionally, as a tenant in the North Mall Office Building, the Department follows standard practices regarding overall resource conservation (e.g. custodial services, landscape maintenance, etc.). The Department embraces its responsibility to implement and further the sustainable policy and procedures established for state agencies.

<i>Procurement of Goods</i> ORS 184.421; EO 12-05; DAS Policy 107-009-0080-PO	
<i>Current Practice</i>	<i>Future Goals</i>
Order in bulk – select recycle options as available	Continue to conduct green chemistry and life cycle-analysis when making purchasing decisions
Stopped printing and mailing Water Resource Commissioner Packets and Well Said Newsletter	Be committed to going paperless – Continue to explore means to move documents to electronic transmittal and storage as well as utilize electronic signatures
Community office supply station (Mailroom); defaulted printer settings to double sided	Be committed to reducing waste - Research and implement options such as shifting office supply inventory to refillable pens and markers
Participating in initial work to transition to Oregon Buys, as eProcurement solution	Implement Oregon Buys within the agency
<i>Metrics: 2017-2018</i> Paper Use: 100% Recycled (8/x11) Boxes of paper ordered: -15% (122 boxes in 2018, compared to 144 boxes in 2017)	

<b>Fleet Management</b> <i>ORS 184.421; EO 17-21; DAS Policy 107-011-040</i>	
<b>Current Practice</b>	<b>Future Goals</b>
Thoughtful vehicle acquisition, use, and maintenance due to nature of fieldwork, (e.g. remote locations, technical equipment, employee safety, weather conditions, etc.)	Conduct life cycle analysis when making purchasing decisions that address needs of travel
Reduce travel, while still meeting equity and inclusion goals (e.g. coordinated trip planning, technology/Skype, telecommuting)	Continue to promote options that reduce travel/or vehicle use that address needs of business
Pursue multi-modal alternatives (e.g. Bike More Challenge, bike storage)	Host a motor pool electric car presentation; Research becoming, and implement if feasible, a loaner bike host location
<i>Metrics: 2017-2018</i> Fuel Used: -1% (38242 gallons; on course for a -2% reduction in 2019) Miles Traveled: + 11,577 miles in 2018 (yet lower fuel use speaks to fleet acquisition)	

<b>Resource Conservation</b> <i>ORS 184.421; EO 17-20; DAS Policy 107-011-010</i>	
<b>Current Practice</b>	<b>Future Goals</b>
Participate in E-Waste/Surplus Programming and partner with Garten Services and Marion County Public Works	Create/continue partnerships aimed at implementing additional recycling options
Recycle batteries/ toners/light bulbs/electronics	Seek new low cost recycle opportunities with recyclers
Green Team promotion and facilitation of sustainable practices in breakrooms (zero waste, community dishes, signage), and at the coffee stand (no straws, discount with own mug). Created a “free cycle” or donation table for employees.	Continue to serve as a sustainability resource for meetings and special events; work with DAS on composting for food/wet items and other sustainability options, such as forgoing the use of trash bag liners
Installed motion sensor power strips and light switches, updated appliances (4 microwaves, 4 fridges, 2 dishwashers, 2 water bottle fill stations)	Complete light switch automation project; move IT servers to centralized location; partner with DAS to replace fixtures and appliances at their end of life with more sustainable options
Staffed efforts of state agencies to plan for resiliency to drought (EO 15-09) and published 2017 and 2018 Reports	Continue to serve as a coordinating and advisory resource for DAS and other agencies
<i>Metrics: 2017-2018</i> Gas: - 13.6% (Savings of 2,265.5 Therms) Electricity: - 4.5% (Saving of 56,599 Kilowatt Hours = enough to support 7 homes for 1 year) Waste Diversion: 45% diverted from landfills	

## Sustainable Communities: Water Resource Management

In addition to managing our operations sustainably, the Department fosters sustainable management of water resources. We determine the amount of water available for economic, environmental, and

community purposes, work with water interests to manage uses, and collaborate to meet diverse and competing needs.

<i><b>Water Law</b></i>	
<i>ORS 184.421; EO 19-01; EO 19-02; EO 19-04; EO 19-05; ORS 536-543</i>	
<i><b>Current Practice</b></i>	<i><b>Future Goals</b></i>
Facilitate Place Based Planning to plan for both instream and out-of-stream needs	Help areas piloting place based planning to complete plans; Evaluate the Place Based Planning approach
Water Projects Grants and Loans provide funding for water projects that provide social, economic, and environmental benefits.	Evaluate the program to determine if it is meeting goals and to assess whether modifications are needed
Updated inter-agency review procedures of new water rights for impacts to sensitive, threatened and endangered species and water quality	Continue to review water rights with new procedures
Review of water conservation plans; implement new rules to incentivize smaller water providers to do plans	Continue
In basins that are fully allocated, allow new water uses based on mitigation to protect the resource and existing users, while also allowing for development for community and economic growth	Identify opportunities to standardize and streamline mitigation
Allocation of conserved water program incentivizes conservation and placing water instream while allowing for additional lands to use water	Promote the program
Conduct the Harney Groundwater Basin Study and seek funding for additional studies to assess the sustainability of groundwater use.	Initiate a groundwater basin study in the Walla Walla Basin Study, while completing work in the Harney Basin; Hire a public engagement position to assist with outreach and help the community to understand the study efforts
Require water use measurement and reporting as provided by law and as needed to manage the water resources	Make improvements to existing program
Began scoping the 100-Year Water Vision	In partnership with other state agencies and the Governor's Office, work to create a 100-Year Water Vision
Distribute water based on water rights of record for both instream and out-of-stream uses. Prevent illegal use.	Continue to work on increasing field presence
Implement a well construction program and conduct well inspections to prevent waste of water in aquifers or contamination of aquifers	Improve the well construction and inspection program to reduce well construction deficiencies, thereby reducing waste and contamination of groundwater
Conduct Water Supply Availability Committee and Drought Council meetings regularly to keep communities apprised of water conditions and drought	Continue
Participate in the Climate Adaptation Framework to ensure the state considers and addresses water-related climate change impacts	Continue to assist in development of the Climate Adaptation Framework update

## Commitment to Diversity, Equity, and Inclusion:

The Department proudly serves Oregonians. We operate in diverse locations around the state, including rural and distressed communities, and hire from regional workforces. The Department is committed to creating a work environment in which all employees are valued, treated fairly, and given opportunities to develop to their full potential.

<i>Equity</i> <i>ORS 184.421; EO 17-11; EO 18-03; various DAS Statewide Policy</i>	
<i>Current Practice</i>	<i>Future Goals</i>
Contract with businesses owned by or employing minorities, women, veterans, emerging business, and otherwise abled individuals	Continue
Engage in Government-to-Government efforts with the Legislative Commission on Indian Services; meet with Tribes and coordinate management activities; publish Annual Report	Continue
Participate in Environmental Justice Task Force	Continue
Implement Workday	Continue to implement Workday to provide easier access to recruitment announcements; decrease consumption by electronically managing onboarding; create efficiencies as employees maintain account
Developed an Affirmative Action Plan	Implementing an Affirmative Action Plan
Professional Licensing Board – Water Supply and Monitoring Well Constructors	Implement legislation to issue temporary authorizations to military spouses and identify and remove barriers for immigrants and refugees
Began scoping the 100-Year Water Vision	In partnership with other state agencies and the Governor’s Office, work to create and implement an inclusive process to develop a 100-Year Water Vision that takes into account the needs of underserved communities

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