



# SUSTAINABILITY PLAN

## **OREGON DEPARTMENT OF ENERGY**

December 4, 2020



**OREGON**  
DEPARTMENT OF  
**ENERGY**

# ODOE Sustainability Plan: 2021-2024

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## ABOUT THE OREGON DEPARTMENT OF ENERGY

### Overview

The Oregon Legislature created the Oregon Department of Energy (ODOE) in 1975 to serve Oregonians statewide (ORS 469 and ORS 470). ODOE is focused on helping Oregon remain an energy leader and reach our state's energy and climate goals.

We're also fully committed to ensuring our activities align with the State of Oregon's relevant long-term focus areas:

- Providing service to every Oregonian in the state
- Sustaining excellence in state government
- Supporting responsible environmental stewardship
- Ensuring safer, healthier communities
- Maintaining a thriving Oregon economy

### Vision

A safe, equitable, clean, and sustainable future.

### Mission

The Oregon Department of Energy helps Oregonians make informed decisions and maintain a resilient and affordable energy system. We advance solutions to shape an equitable clean energy transition, protect the environment and public health, and responsibly balance energy needs and impacts for current and future generations.

### Values

- We listen and aspire to be inclusive and equitable in our work.
- We are ethical and conduct our work with integrity.
- We are accountable and fiscally responsible in our work and the decisions of our agency.
- We are innovative and focus on problem-solving to address the challenges and opportunities in Oregon's energy sector.
- We conduct our agency practices and processes in a transparent and fair way.

### Position

On behalf of Oregonians across the state, the Oregon Department of Energy achieves its mission by providing:

#### **A Central Repository of Energy Data, Information, and Analysis**

We research, collect, and analyze data and information to inform state energy planning, regulation, program administration, and policy development.

#### **A Venue for Problem-Solving Oregon's Energy Challenges**

We convene constructive conversations about Oregon's energy challenges and

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opportunities that consider a diverse range of perspectives, foster collaboration and innovative solutions, and facilitate the sharing of best practices with consumers and stakeholders.

## **Energy Education and Technical Assistance**

We provide technical assistance, educational resources, and advice to support policy makers, local governments, industry, energy stakeholders, and the general public in solving energy challenges and meeting Oregon's energy, economic, and climate goals.

## **Regulation and Oversight**

We manage the responsible siting of energy facilities in the state, regulate the transport and disposal of radioactive materials, and represent Oregon's interests at the Hanford Nuclear Site.

## **Energy Programs and Activities**

We manage and administer statutorily authorized energy programs to save energy, support the state's decarbonization efforts, make communities more resilient, and position Oregon to lead by example.

## **Tribal Land Acknowledgement**

The Oregon Department of Energy's office is located in Salem, Oregon, the land of the Kalapuya, who today are represented by the Confederated Tribes of the Grand Ronde and the Confederated Tribes of the Siletz Indians, and whose relationship with this land continues to this day. The Oregon Department of Energy and its staff acknowledge that indigenous tribes and bands have been with the lands that we inhabit today in the Willamette Valley and throughout Oregon and the Northwest for time immemorial. We would like to express our respect to the First Peoples of this land, the nine federally recognized tribes of Oregon: Burns Paiute Tribe, Confederated Tribes of Coos, Lower Umpqua & Siuslaw, Confederated Tribes of Grand Ronde, Confederated Tribes of Siletz Indians, Confederated Tribes of the Umatilla Indian Reservation, Confederated Tribes of the Warm Springs Reservation, Coquille Indian Tribe, Cow Creek Band of Umpqua Tribe of Indians, and Klamath Tribes.

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## CURRENT SUSTAINABLE PRACTICES

In 2008, ODOE became the first State of Oregon agency to earn [EarthWISE certification](#) from Marion County. EarthWISE recognizes businesses and organizations in the county that are committed to environmentally friendly practices. ODOE also received the first EarthWISE “Sustainable Organization of the Year” award in 2010. Since that time, ODOE has continued to focus on improving office operations and purchasing, energy and water conservation, and waste reduction.

In 2019, ODOE, along with the entire 550 Building, was [recertified by the EarthWISE program through 2022](#). This showcase office features a highly insulated building envelope, recycled carpet tiles, reclaimed wood accents and recycled countertops, refurbished office furniture, and low-VOC paint. As a Department of Administrative Services tenant, we continue to partner with the DAS sustainability team, participate in the Interagency Sustainability Coordinators Network, and provide tenant leadership. This includes supporting implementation of the updated [DAS Statewide Resource Conservation Policy Update \(107-011-010\)](#), piloting new initiatives, and providing technical assistance and expertise on energy issues.

ODOE leases space in the 550 Building in Salem and adheres to the states’ sustainability practices. In addition, ODOE implements sustainability internally with some highlights featured below:

### Organization

- An established agency-wide Sustainability Committee
- Ongoing participation in Marion County EarthWISE certification and program
- Employee(s) who have completed the Marion County Master Recycler program

### Energy Conservation:

- LED lights with motion sensors and LED exit signs
- Use of natural daylighting and daylight sensors for lighting
- Hosting of 8,300-kilowatt solar array on site
- Building energy use data are monitored and evaluated annually

### Transportation:

- Lower emission transportation alternatives with all-electric and hybrid vehicles available
- EV charging stations available at office site
- Alternative transportation is promoted through available bike storage and shower facilities, along with a loaner bike that staff can use to reduce car trips

### Waste Reduction and Resource Conservation:

- Recycling with sorting stations and easy-to-follow signs
- Composting for food scraps
- Collection and reuse of used office supplies
- Reusable utensils and dishware
- Battery recycling receptacles

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- Use of secure, central printing to reduce unintended print jobs
- Procured paper with 30 percent post-consumer recycled content
- Initiated and support low- to no-water landscaping and plants around the building

## Diversity, Equity & Inclusion

- Active participation in the Governor’s Office of Diversity, Equity and Inclusion meetings to collaborate with other state agencies

**Table 1: Sustainability Metrics**

	2015	2016	2017	2018	2019
<b>Electricity Consumption (kWh)*</b>	778,471	666,917	754,622	666,917	714,917
<b>Natural Gas Consumption (Therms)*</b>	763	2,559	2,526	2,559	2,164
<b>Water Consumption (hundred cubic feet)*</b>	648	1,010	774	1,010	1,231
<b>Waste Scorecard (percent diversion)*</b>	-	-	-	32%	-
<b>ODOE Sunshine Committee Green Bag Recycling (bags)</b>	-	-	16	31	31
<b>Transportation Fuel Consumption (gal or equivalents)</b>	3,449	2,620	2,433	7,230	9,819
<b>Transportation Miles Traveled</b>	-	-	-	70,566	63,023
<b>Transportation Emissions (lbs. of CO2)</b>	89,028	66,252	61,193	63,076	51,807

*\*Values are for 550 Building with no submetering*

In addition to monitoring our own building’s energy consumption, ODOE has a role in helping other agencies reduce their energy use. For example, as part of Governor Brown’s Executive Order 17-20, ODOE and DAS worked together to create the Statewide Plug Load Strategy to help reduce energy uses not regulated by codes and standards. The 2019 DAS and ODOE Plug Load Strategy Workshop hosted more than 70 people across 34 agencies to support implementation of this strategy.

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## **ROLES & RESPONSIBILITIES**

By promoting and facilitating sustainable business practices and statewide sustainability goals, the Oregon Department of Energy leads by example by responsibly and sustainably using state resources, identifying innovative practices to reduce impacts and share the co-benefits of sustainable state government, and bringing fun and engaging activities for employees to practice at work and home.

### **Sustainability Committee**

There is a long-standing culture of sustainability within the agency and in 2016, staff volunteers from across the agency formed a standing committee. The committee reviews current practices and discusses where our agency impacts and has opportunities to further sustainability. The committee provides guidance and leadership for sustainability-focused educational activities within the agency.

### **Sustainability Executive Sponsor**

The agency has committed an executive sponsor to the committee, who is a supervisor within the agency responsible for providing leadership, approving the expenditure of resources, and ensuring that agency sustainability initiatives and educational activities are aligned with agency strategy and statewide direction.

### **Sustainability Coordinator**

The agency sustainability coordinator carries out sustainability initiatives and educational activities and serves as the Chair of the Sustainability Committee. The coordinator serves as the agency's liaison to the Oregon Sustainability Board. The coordinator is responsible for executing agency sustainability activities in alignment with goals set forth by the agency, DAS, and/or the Sustainability Committee, and for working with stakeholders to maintain EarthWISE certification.

### **Agency**

The agency offers a variety of educational opportunities for employees to engage in and promote sustainability. Examples include on-site recycling and composting, educational events, and availability of all-electric or hybrid vehicles and commute alternatives. The agency offers flexible schedules and remote work opportunities for suitable positions in accordance with current statewide and agency policy. The agency will commit reasonable time and resources toward developing and implementing sustainability activities and the agency plan pursuant to state statute and executive order.

### **Employees**

Employees incorporate the agency's commitment to sustainability into their decision-making and day-to-day activities to provide the best benefit to the environment, economy, and community; to be good stewards of the agency and other public resources; and to broaden the agency's reach to communities across the state. ODOE demonstrates its commitment to sustainability through an agency policy that is communicated to all employees, and requires the integration of sustainability into ODOE's operations, programs, and services. The policy also provides guidance for the development of the agency Sustainability Plan.

### **Human Resources**

Human Resources fosters an awareness of a culture of sustainability at the agency. To this end,

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Human Resources maintains the responsibility to update and maintain the agency sustainability policy, ensures employees are aware of the agency's sustainability policy and plan, and incorporates sustainability education in new employee orientation.

## Central Services

Central Services incorporates sustainability in decision-making for core business services such as procurement, budget, information technology, and facilities as it continues to seek best value opportunities for the agency. Examples include procurement considerations of lifecycle cost, recyclability, toxin reduction, and green chemistry. When the agency makes a significant commitment of resources, Central Services will ensure highest feasible efficiency and lowest life cycle costs are used as a factor in these decisions.

## SUSTAINABILITY GOALS & STRATEGIES

### Short-term Goals (to be accomplished within 18 months)

**Policy & Strategy Goal:** Identify sustainability as an agency priority and integrate sustainability into ODOE Strategic Plan.

ODOE is in the process of finalizing our Strategic Plan and in early 2021 will be starting implementation. As the Strategic Plan is finalized, ODOE will use the Sustainability Plan to incorporate sustainability into the implementation workplan. This will include incorporating sustainability into current and future agency programs and activities.

**Performance/Impact Goal:** Develop methods to measure and report on metrics, acknowledging that ODOE is a small agency that leases space.

The Sustainability Committee will evaluate ways to better assess the impact of agency operations; set goals; track and share metrics for electricity, natural gas, transportation fuel, and water consumption; and reduce waste and greenhouse gas emissions.

**Performance/Impact Goal:** Integrating equity as a key component of sustainability.

The agency recently redefined our vision, mission, and value statements to include equity. Diversity, equity, and inclusion are core values for ODOE employees and for many of the stakeholders we serve. Incorporating an equity lens in sustainability work ensures that all communities – including Black, Indigenous, and People of Color as well as other historically and currently underserved communities – can benefit from a sustainable future. In support of the Sustainability Plan, we will:

- Continue to engage and partner with the State Worker Training and Education Trust, which will be providing additional training and support for state workers with regard to equity.
- Actively engage with the newly formed statewide DEI Agency Collaboration Network to identify ways to create and achieve cultural change.
- Participate in the Statewide Employee Racial Equity Survey which will allow us to assess our efforts in creating a shared understanding about racial equity. These activities will serve as foundation and guidance in support of our strategic planning imperative to build inclusive and equitable energy practices and processes, which includes an objective of increasing agency DEI awareness and fluency.

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- As part of our strategic plan, gather stakeholder input about equity and ensuring inclusive processes and practices.

## Internal Sustainability Goal: Reduce waste and conserve resources.

ODOE employees take pride in our sustainable workplace and recognize there are opportunities to improve. As part of the Sustainability Plan, we will:

- Ensure workstations, conference rooms, break areas, and print center have a recycling container (and garbage can as needed).
- Hang informational signs in restrooms on the importance of reducing water usage.
- ODOE procurement will ensure, when purchasing products, that an ENERGY STAR-Certified product is purchased, when available.
- Encourage employees not to print agendas and other materials unless necessary.
- Where possible, ODOE will continue to reduce single-use and disposable products in the office.

## Internal Awareness Goal: Establish resources to build awareness.

Increasing awareness of the need for sustainability and how each of us plays a role can motivate employees to make more sustainable choices. We will:

- Educate employees about conserving resources and making sustainable choices at home and the office.
- Identify self-paced/self-directed trainings regarding sustainability and create a list of resources to review and share with staff.
- Expand use of SharePoint collaboration sites and MS Teams channels in which staff can share information in a virtual environment.

## Workplace Modernization Goal: Facilitating remote work and engaging in a transformation of workplace policies.

COVID-19 restrictions have led to significant changes in the workplace, including increased remote work, fewer people in the office, and significantly less work-related travel. These changes have increased sustainability by reducing the environmental impact of commuting and traveling and by reducing waste created in the office. ODOE will learn from this experience and, as we return to the office after the COVID-19 restrictions end, modernize our work environment to continue some of the sustainability benefits associated with these restrictions. Over the next 18 months, we will:

- Support worker flexibility and leverage communication technology to incorporate more telecommuting into our work environment. This will reduce the number of employees driving to and from the office every day, contributing to a better work-life balance by spending less time driving, reducing traffic congestion, and lowering our carbon footprint.
- Assess our environmental footprint and determine whether less physical office space is needed.
- Explore greater use of technology for meetings and trainings, which will reduce travel and therefore our overall emissions over time.

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## Long-term Goals

Performance/Impact Goal: Support statewide sustainability policies and executive orders.

- Working with the Department of Administrative Services, support compliance with Executive Order 17-20 and 17-21 regarding high performance energy targets for existing buildings, plug-loads, energy efficient equipment, and lifecycle cost analysis of energy or water upgrades; in addition to other statewide policies concerning sustainability.

Internal Awareness Goal: Develop regular programming and core resources for sustainable practices.

The Sustainability Committee will lead an internal awareness effort to help ingrain sustainability into our everyday work. We will:

- Provide key resources on the Oregon Department of Energy intranet site for employees related to internal sustainability activities.
- Establish recurring employee communications about sustainability.

External Strategies Goal: Implement activities to accomplish, promote, facilitate, and incentivize sustainability in policy development, programs and services, and targeted practices and activities.

- ODOE recognizes that, where compatible with energy goals, policy development should pursue sustainability benefits beyond energy, such as environmental, economic, and community objectives. The strength of this work is enhanced when aligned with other state agencies and policies, including initiatives such as emissions reductions under state climate action plans, water conservation under the Integrated Water Resources Strategy, and other statewide frameworks for public health, education, and innovation.
- ODOE will work to ensure that programs and services include sustainability as a component of design and evaluation. For example, encouraging sustainable communities can be a listed goal in creating programs and services provided to Oregonians.
  - Specific targets may be developed, such as greater investment in minority, women, and emerging small businesses within the energy sector or prioritization of projects that enhance natural habitat.
  - Where programs have unique benefits, the agency should try to provide additional resources to ensure continuity and growth of these benefits.
  - Include criterion for decision-making which may include, but are not limited to, waste reduction or reuse, reduced water and energy consumption, toxin reduction and use of green chemistry, lowest lifecycle cost, improved air and water quality, equity in decision-making processes, equitable services to historically and currently underserved communities, economic development and employment, improved public health, and equitable transportation.
  - The agency may also consider third-party sustainability guidance and best practices that are available as benchmarks and incorporated in other agency's sustainability guidance and policies as deemed appropriate.
- Engagement practices will identify opportunities for equity, economic, and environmental improvement. This may include diverse locations, rural or distressed

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communities, historically underserved communities, and groups defined by watersheds or regional boundaries. This is complementary to increasing outreach and participation with organizations that focus on sustainability, equity, and local communities. Examples include participating in Earth Day, city club, and community education events.

- Targeted activities will focus on cross-sector strategies and goals. This includes supporting electric and hybrid vehicles and charging infrastructure, improved tracking of greenhouse gas emissions, and coordinating with local governments on community resilience efforts.

## SUSTAINABILITY IN ODOE PROGRAMS

Since our creation in 1975, sustainability has been at the core of ODOE’s statutory responsibilities and Oregon’s energy policies. In ORS 469.010, the state’s statutory energy policy declares that:

- 1) “Continued growth in demand for nonrenewable energy forms poses a serious and immediate, as well as future, problem. It is essential that future generations not be left a legacy of vanished or depleted resources, resulting in massive, environmental, social and financial impact.
- 2) It is the goal of Oregon to promote the efficient use of energy resources and to develop permanently sustainable energy resources. The need exists for comprehensive state leadership in energy production, distribution and utilization.”<sup>1</sup>

In implementing this policy and meeting our mission, sustainability is a part of each of ODOE’s five divisions.

- The Planning and Innovation Division houses policy expertise and programs that promote clean energy and enable the transition from fossil fuels to cleaner energy resources. The division also provides staff support to the Oregon Global Warming Commission. Our work supports energy efficiency and conservation, transportation electrification, community resilience, and decarbonizing energy systems to help achieve Oregon’s energy and climate goals – all of which contribute to the sustainability of our state. In support of our statutory responsibility to “be the central repository within the state government for the collection of data on energy resources” and “inform and educate the public about energy problems and ways in which the public can conserve energy resources,”<sup>2</sup> the P&I Division also develops key resources for Oregonians, including the [Biennial Energy Report](#), a [Biogas and Renewable Natural Gas \(RNG\) Inventory](#), and [Solar](#) and [EV](#) dashboards.
- The Energy Facility Siting Division facilitates the siting of state-jurisdictional renewable energy facilities – to date over 2,220 MW in operation and another 900 in construction – while ensuring that the state’s natural and cultural resources are protected. The Division also implements the nation’s first law to curb carbon dioxide emissions, the Energy Facility Siting Council CO2 standard for power plants.

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<sup>1</sup> ORS 469.010

<sup>2</sup> ORS 469.030

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- The Nuclear Safety and Emergency Preparedness Division maintains expertise on nuclear power, oversees radioactive waste transport and disposal, and is responsible for helping the petroleum sector prepare for and respond to both natural and man-made disasters. The Division also monitors and represents Oregon's interests in the cleanup of the Hanford Nuclear Waste in Washington, working ensure cleanup decisions are protective of the Columbia River.
- The Energy Development Services Division operates the Oregon Solar + Storage Rebate Program, financing the installation of carbon-free rooftop solar panels and storage that enhance resilience. The Division also oversees the remaining portfolio of the Small-scale Energy Loan Program. SELP made more than \$600 million in loans to tribes, business, local governments, state agencies, nonprofits, schools, and farms for projects that saved conserved energy and produced renewable energy and alternative fuels.
- The Administrative Division leads the agency's internal sustainability efforts, helping to ensure that ODOE leads by example in operating an efficient facility.

## STRATEGIC PLAN

Oregon statute defines sustainability 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.”<sup>3</sup> These sustainability objectives inform ODOE's strategic direction and implementation of our Strategic Plan. ODOE's revised vision, mission, values, and position include a continued commitment to sustainability, a new focus on equity and engagement, and clarity on how our work advances a broad set of state goals.

### Strategic Imperatives & Implementation

Five strategic imperatives will guide development of agency objectives and initiatives (currently in process), and implementation of the ODOE Strategic Plan.

**Expand and Improve Engagement:** Stakeholders want to learn more about ODOE's work, and our agency can better engage a diverse range of organizations and communities. **Linkage:** Sustainability serves as a lens when discussing today's energy challenges. Expanded outreach will help identify and prioritize multi-benefit and cross-sector partnerships and solutions. Work areas include diverse representation in agency decision-making and co-creation of agency process and areas of work.

**Build Inclusive and Equitable Energy Practices & Processes:** Oregonians are committed to an equitable energy future and ODOE has a role in advancing equitable outcomes as part of a sustainable energy transition. **Linkage:** ODOE can include sustainability objectives in our work with BIPOC and historically and currently underserved communities. Work areas include removing barriers to clean energy, improving accessibility, and internal training.

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<sup>3</sup> ORS 184.421

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**Assess and Enhance Organizational Data Capabilities:** One of ODOE's key statutory responsibilities is providing centralized source of energy information. **Linkage:** Data and metrics can serve as a shared focus area with the vision of data is that more robust, transparent, and accessible. Work areas include increasing internal skills and analysis and partnering with data providers and associated communities to meet current and future needs.

**Clarify the Agency's Role and Program Impact in the Broader Oregon Energy Ecosystem:** With many organizations and programs in the state working on energy, ODOE will work to identify duplication and gaps to help the state meet its energy goals is the most effective and efficient way. **Linkage:** Criteria in strategic evaluation of programs can include State sustainability goals. The joint objectives of environmental, economic, and community can also be applied when measuring the impact of ODOE's programs.

**Optimize Organizational Efficiency and Impact:** ODOE will further its effectiveness through improved processes, identifying opportunities to align resources, and supporting staff development. **Linkage:** Sustainability enhances organizational efficiency and can be leveraged in cross-functional process improvement. Work areas include operational improvements that share environmental, economic, and equity co-benefits.

## SUSTAINABILITY PARTNERSHIPS

ODOE partners with the Interagency Sustainability Coordinator Network and the Marion County EarthWISE program. As part of the ISCN, ODOE along with 21 other state agencies report their goals and accomplishments to the Oregon Sustainability Board.

## CONCLUSION

Our work is diverse – from helping Oregonians save energy at home and at work, to overseeing cleanup at the Hanford Nuclear Site, to ensuring the state is prepared to respond to emergencies at energy facilities. We collaborate with a broad cross-section of Oregonians from businesses to trade associations, from homeowners to renters, and from government to schools. We will continue to leverage these partnerships toward the mutually beneficial goal of more sustainable communities.

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## FOR MORE INFORMATION

The Oregon Department of Energy  
550 NE Capitol Street NE  
Salem, OR 97301  
503-378-4040 | 800-221-8035  
[askenergy@oregon.gov](mailto:askenergy@oregon.gov)  
[www.oregon.gov/energy](http://www.oregon.gov/energy)

