

**Interagency Pollution Prevention Advisory Team (IPPAT)**  
**Thursday, April 28, 2005**  
**Meeting Summary**

**MnGREAT! Survey Results and Discussion**

*Colleen Hetzel, Office of Environmental Assistance 651-215-0203*

The MnGREAT! Awards ceremony will again be combined with the Governor's Awards. The ceremony will be held during the Annual MPCA conference February 22-23, 2006. Colleen Hetzel had developed a survey and sent it to IPPAT members before the meeting. She discussed the responses and IPPAT members voted on three questions that had not been clearly answered from the written responses. The final responses to the survey are that IPPAT members would like MnGREAT awards to be for all public agencies, including PCA and OEA. The name that they preferred for the two awards was Governor's Award for Excellence in Pollution Prevention and Governor's MnGREAT Award. The number of awards should not be restricted but given out based on a nomination fulfilling the criteria. The group felt that unlike the Governor's Awards, the MnGREAT! Awards should recognize any effort that is beyond the normal purpose of one's day-to-day work, to be recognized at the individual, team or organizational level. And they felt that there should be two separate judging panels.

Some of the additional comments members made on their surveys were:

It is important that award winners are selected by peers and often reflect important changes in an institutional culture; give all award recipients equal time at the podium and above all, never tell a recipient to pick up their plaque and have their photo taken after the ceremony; and the more people involved in the process the better, especially for judges outside of the state system and the public sector.

DeEon Phillippi, Steve Bragg and Mike Nevala volunteered to work on the MnGREAT! Awards committee. The committee will work on the criteria for MnGREAT! awards, select judges, and help coordinate the MnGREAT! awards ceremony and the Governor's awards ceremony. If you are willing to be on the committee, please contact Colleen directly at Colleen.Hetzel@moea.state.mn.us or 651-215-0203.

**Executive Order 04-08 Update and Discussion**

*Ned Brooks, Minnesota Pollution Control Agency 651-296-7242*

*Nick Salkowski, Minnesota Poll Control Agency 651-296-8709*

May 1 kicks off the ozone season. The executive order requires the Pollution Control Agency to send out a communication regarding air alerts to all agency staff contacts in May and October. They will be sending a standard message that you can modify.

All agencies must be in the official air-alert system to meet the requirements. During discussion at the meeting IPPAT members said that every agency really should put the message down to the facility level. Facilities directors need to tell their maintenance crew about things they can do to reduce their contribution to air pollution when there is an air alert. Each air-alert contact should think about the particular situation at their agency and see who should be added to the list. Ned suggested that perhaps there should be two messages – one for the general public (all employees) and one for the agency staff that can actually change behavior in the work place that day, such as not mowing or painting on that day. Another member said that every school is like a small city. There's a very short time in which to get people's attention.

The other requirement is for reporting on progress toward reducing emissions on an ongoing basis. The report for 2005 will be due Monday, August 15, 2005. Discussion about this made the following points:

- It's hard to use E85 when the gas stations are not convenient. Getting people to use it is a tough one. Jim Williams said that St. Cloud State installed an E85 tank at their fueling station, with help from an

American Lung Association grant. It's an above-ground, double walled tank. The facility people deliver the gas. They do promotion to drivers.

- Using E85 depends on whether your fleet is centralized or decentralized. We should recruit the people who are using the most fuel first. More than half of the flex fuel vehicles use E85.
- The real estate division at the Department of Administration needs to be in the discussion about leases and contracts requiring changes to reduce air pollution.

### **Using the State Contract for Executive Order 04-08**

*Angie Schmidt, Office of Environmental Assistance 651-215-0261*

State Agencies committed to fulfilling Executive Order 04-08 requirements can benefit from using the State Contract C-252(5). Section 2, Part f of the executive order, has a focus on cleaners: To "Procure and use products with the lowest potential to contribute to air pollution, such as cleaning products with low amounts of volatile organic compounds."

Contracts are negotiated through the Department of Administration Materials Management Division, the mission of which is to provide leadership and service to government entities in the acquisition of products and services in a socially and environmentally responsible fashion. State contracts for products and services are created for and used by state agencies, counties, local units of government, independent school districts, and others through the Cooperative Purchasing Venture members.

State Contracts provide purchasing members with the opportunity to have access to a wide variety of products and services at competitive prices. They are bid for through Requests for Proposals (RFP's), where a potential vendor may competitively bid against other vendors for the product in question. Contracts are awarded to the lowest bidder based on specifications in the RFP, Contracts exist for a period of 2-5 years, depending on the contract.

Contract C-252(5) is the cleaners contract. You can and should be purchasing cleaners off this contract! It fulfills your Executive Order 04-08, Section 2, Part f requirements, and the cleaners are known to be better for human and environmental health. Check with your in-house purchasers to see if they are buying cleaners off the contract, and if they aren't, why not? Encourage them and your managers and encourage and educate janitorial staff on the use of these products.

It is important to consider this question: "IS MY BUILDING LEASED?" Is it state owned or not?

If you do not own your building you only have control of purchasing through your lease, as services (such as janitorial work) are usually contracted out, and therefore, providers may not be required to buy EPP cleaners, even if you have committed as an agency to do so, unless you get it into the building lease or contract specifications. If you find that this is the case, contact Angie and she will give you sample specifications from the lease the OEA and PCA have with Meritex.

Contact Joan Briesler @ [joan.briesler@admin.state.mn.us](mailto:joan.briesler@admin.state.mn.us) for other questions about the contract.

Another contract that helps satisfy the requirements of Executive Order 04-08 is Contract C-432(5) for carpeting and vinyl/rubber flooring. It contains specifications on the RFP that specify all carpet must meet low volatile organic compounds (VOC) requirements. Also, if you buy recycled content materials, you lower your contribution to air pollution. The OEA Biennial Report states that the 2.35 million tons of materials recycled in 2003 saved nearly 34 trillion BTU's of energy (enough to power 321,000 homes for one year). It resulted in reductions of net greenhouse gas emissions of 1.5 million tons (equivalent to taking more than 1 million cars off the road), and reduced overall emissions, excluding CO2 and Methane, by 1.98 million tons.

### **IPPAT Business**

**P2 Summary Report Instructions for 2005** – *Gene Christenson and Nick Salkowski*

The instructions for the Pollution Prevention Summary Report, due August 15, 2005, include a section for reporting progress with Executive Order 04-08. Gene and Nick reviewed the sections with the group and asked for suggestions. One change is in the titles of the categories having to do with pollution prevention through energy efficiency. In this year's instructions, one is titled Energy - Use (lighting changes and other energy-efficiency measures) and the other Energy – Production (for such things as co-generation or wind power). The instructions will be sent to everyone soon.

### **2004 P2 Summary Report Highlights** *Gene Christenson*

The Regents of the University of Minnesota have adopted a Sustainability and Energy Efficiency Policy. The University is committed to incorporating sustainability into its teaching, research, and outreach and the operations that support them. They are in the process of developing the metrics that will be the indicators and measures of success in the implementation of the principles outlined in this policy in consultation with appropriate faculty, staff, students, and experts in the broader community. An excerpt from the policy states:

Sustainability is a continuous effort integrating environmental, social, and economic goals through design, planning, and operational organization to meet current needs without compromising the ability of future generations to meet their own needs. Sustainability requires the collective actions of the University of Minnesota (University) community and shall be guided by the balanced use of all resources, within budgetary constraints. The University is committed to incorporating sustainability into its teaching, research, and outreach and the operations that support them.

### **Attendees**

Phil Allmon, Department of Education 651-582-8748  
Ken Auer, Department of Military Affairs 320-632-7565  
John Bryan, Metropolitan Transit 612-349-5080  
Gene Christenson, University of Minnesota 612-626-1590  
Bill Eisele, Board of Water and Soil Resources 651-282-2929  
John Gilkeson, Office of Environmental Assistance 651-215-0199  
Colleen Hetzel, Office of Environmental Assistance 651-215-0203  
Marilyn Jordahl Larson, Department of Transportation 651-725-2372  
Don Matthys, Department of Natural Resources 651-297-4072  
Mike Nevala, Metropolitan Council Environmental Services 651-602-1065  
Dale Peterson, MINNCOR, 651-603-6703  
DeEon Phillippi, Century College 651-747-4079  
Angie Schmidt, Office of Environmental Assistance 651-215-0261  
Gloria Sonnen, Department of Administration 651-297-2954  
Gordon Specht, Department of Administration 651-215-0418  
John Thompson, Metropolitan Mosquito Control District 651-643-8364  
Al Tupy, Department of Health 612-676-5680  
Marlene White, Higher Education Services Office, 651-642-0567  
Jim Williams, St. Cloud State University 320-259-8609