

Interagency Pollution Prevention Advisory Team (IPPAT)

Meeting Summary

July 24, 2008

The current agenda and notes from April 24th were approved with corrections to the notes.

Updates from IPPAT

Linda reviewed the list of Executive Orders related to IPPAT, noting again that only two are directly assigned to IPPAT. Dave Fielding, Dept. of Administration, noted that due to budget cuts the small group working on Executive Order 05-16 (building energy efficiency) has been disbanded.

Johanna Kertesz, MPCA, promotes environmentally preferable purchasing (EPP) at the state and local government level. She's currently updating the online EPP guide geared toward purchasers and end users (www.greenguardian.com/government/eppg). The July issue of Buying Green newsletter is available at www.pca.state.mn.us/epp. She's also promoting the use of remanufactured toner cartridges, which can save the user 50% per cartridge. The PCA is working with Office Supply Connection to support agencies that try out these products, so contact Johanna if interested - Johanna.kertesz@state.mn.us.

Madalyn Cioci, MPCA, is working on the office paper reduction campaign and is currently developing an online paper calculator focusing on financial aspects of paper reduction. It will give a snapshot of what is spent on paper and how reducing paper use will save money. She's working with Environmental Defense to combine financial aspects with environmental aspects. She is also working on Resource Management Contracting (RMC), a performance based contracting for waste hauling where haulers are rewarded for helping you generate less waste. This started initially at the federal level but Minnesota and Massachusetts are working on demonstration projects. Staff is developing a new template RFP/contract for RMC.

Mary Golike, DNR, announced that the agency joined The Climate Registry in May. Their commissioner developed three initiatives--one related to energy, and employees must power down computers and monitors every night.

Dave Hovet, Department of Health is new to IPPAT.

Phyllis Strong, MPCA reported that she is integrating pollution prevention (P2) at the agency and will present on this later in the meeting.

Ken Auer, Department of Military Affairs explained that the Department has a new closed loop paint removal system which has helped eliminate the waste stream from former method of sandblasting.

Joe LaForce, Department of Military Affairs reported they are making environmentally preferable purchases of aqueous parts washers. Their reorganization of their electronic system is allowing significant paper reduction and they now need to communicate to vendors their desire to receive documents electronically.

Ken Oas, MNSCU, is also new to IPPAT and has no report at this time.

Roger Wirkkunen, Department of Revenue, announced that paper reduction is going well with a good e-filing system in place. However, the property tax documents need a new template to make the transition to the electronic form. He was puzzled that they were told by Resource Recovery that they aren't throwing enough food away?

Ed Johnson, Department of Finance and Employee Relation explained that Finance recently merged with Employee Relations and they are working on combining records storage, office space, supply cabinets, etc. An imaging system will reduce paper use and all office machines are defaulted to duplex (reduced paper use by 45%). They are also switching to using more electronic documents instead of paper copies.

John Thompson, Metropolitan Mosquito District, reported that the district is focusing on fleet purchases--emphasizing purchases of smaller cars, flex-fuel vehicles and hybrids.

Gene Christianson, University of Minnesota announced that they have hired a Sustainability Coordinator (Amy Short) who is already hard at work and interested in IPPAT work. She has developed a carbon footprint for University of Minnesota. They are now developing their own metrics and figuring out how to track data. Travel elements are especially challenging because of student in and out travel (15 percent is air travel). They are coordinating with other campuses in the country.

Mike Vennewitz, Retired Engineers Technical Assistance Program (ReTAP). ReTAP works on energy efficiency and waste reduction for small-medium commercial and institutional buildings. They have partnered with a group that does carbon footprint analysis, and worked with City of Minneapolis and ICLEI (Local Governments for Sustainability). They recently worked on buildings for local units of government, working with Administration and Buildings Benchmarks & Beyond (B3) programming. ReTAP can help with benchmarking. They also had some experience with RMC at St. Cloud Prison for the Department of Corrections and at Independent School District 196 in Mahtomedi. ReTAP recently conducted an environmental assessment of the capitol complex.

Dave Fielding, Department of Administration. Administration has finished working on its FY09 goals, aimed for five percent reduction in disposed waste for the campus (22 buildings they are responsible for). They will focus on what cannot be recycled. The first step is a waste evaluation at the plant. They also set a goal of ten percent reduction in water use for irrigation. A study in late September of the capitol campus examined how to reduce energy consumption. The Centennial Office Building and Department of Transportation building report should be released by the end of the calendar year, with a focus on energy reduction given the 40% rate increase for natural gas. In late May/early June they implemented food waste collection that was picked up twice weekly for hog feeding. For the upcoming Republican National Convention food and beverage will be provided by Taher Catering. Administration encouraged them to use recyclable packaging and recycling bins will be available on site.

Wayne Cavadini, DNR. The agency is eliminating lead wheel weights through its fleet maintenance. It will also order 15 fully electric, two-passenger vehicles from state contract (Chrysler Gem model, about \$12,000 per car, about 25 miles per charge). It will likely order more next year. These cars will be used year-round in state parks where the intended use is for night patrolling (quiet) and cleaning up buildings. The agency is working on purchasing B20 three-quarter ton vehicles, partnering with the state of Kansas to reach high enough demand (~60 vehicles).

Marilyn Jordahl-Larson, MNDOT. DOT is working on a diesel retrofit project with PCA. The contract is written and they are compiling a list of vehicles (participating: DOT, Minneapolis, St. Paul, Hennepin, Ramsey).

Linda Countryman, MPCA, announced that the IPPAT P2 Summary Report for Fiscal Year 2008 report should be status quo, not much change, no new format. She is revising the implementation guide for FY 2008 and as usual, the statutory deadline for the report is August 15.th

Presentation - "P2 Integration Process at PCA" – Phyllis Strong

This is about the internal integration of pollution prevention (P2) at MPCA. MPCA conducts management, cleanup, and prevention and these sections are not always in balance.

Phyllis started this job as P2 coordinator one and one-half years ago. There was a P2 coordinator in place years ago, but there was a gap between coordinators. She works with regulatory programs to ensure prevention is part of everyday work and there is now a much more cohesive team involved.

MPCA established a strategic Plan goal to create frameworks that measure P2 results across the top ten priority programs. (She provided handouts explaining the steps, matrix, and framework for integration to date.) The entire process took about five months--two months to get through rough screening interviews; another full month to complete in-depth interviews; then 4-5 lateral team meetings. The challenging part was getting programs to complete the logic model step.

Example of how the P2 Integration is working: Stormwater construction is a program that is very into compliance and not much time is dedicated to P2. They picked five violations to focus on and hired a consultant who created a fact sheet for each violation with Best Management Practices, including P2 on how to avoid a violation. The measurement was to record every time that a violation gets reviewed then count the number of times in compliance/out of compliance. The baseline year was 2007, with a selected goal of five percent improvement after two years.

Small Group Progress Reports

Linda recapped that last spring the group started working on IPPAT's new vision and work planning. To date, the group has developed four main objectives based on our survey votes.

Objective #1- Create a team mission and goals; develop and champion achievable objectives. This will be done by the whole group after the small groups for the other objectives have concluded their planning.

Team Report – by Marilyn Jordahl-Larson

Objective #2 - Develop concrete initiatives for encouraging use of bio-fuels, fuel and energy efficiency, and reduction of greenhouse gases

Ideas: Reduce vehicle transportation use by other means; manage transportation fuel use; building energy management; an overall energy use goal.

What Executive Orders must be addressed:

- 1) Reduce transportation use by other means – Executive Order 04-08
- 2) Manage transportation fuel use – Executive Orders 04-08, 04-10, 06-03 (increase E85 use, purchase requirement on vehicles, increase hybrid purchases)
- 3) Building energy management – Executive Order 05-16 (compliance, re-up or create new law; benchmark all buildings for 10% energy reduction; mandate measuring and reporting; address energy load creep; enforce temperature restrictions in buildings)
- 4) Overall energy use goal – too broad of a goal? Offer suggestions in various categories; determine what IPPAT is already charged with; agency-wide % energy reduction of combined MM Btus.

Pros and Cons:

- Pros = move forward to accomplishing Minnesota Climate Change Advisory Group (MCCAG) goals; ReTAP could possibly reassess buildings;; MPCA may hire Sustainability Coordinator.
- Cons = labor/funding, not one size fits all; what standards? Lack of enforcement of executive orders; how does it all fit with state participating in Climate Registry/Exchange

Discussion:

Dave (Admin) noted that the goal must have teeth to be successful. He urged that we capture clear

conservation savings such as from parking lot lighting, and keep building on new conservation ideas that surface. Mike (ReTAP) added that we take what is most cost effective such as switching out T12 lights.

Roger commented that we should look at ways other states have promoted these programs (WA, OR, UT). Linda noted that Dave (Admin) and Mike (ReTAP) should be involved in next small group meeting and that the group should speak to a MCCAG representative.

Team Report – By Ken Auer

Objective #3 - Promote policy and coordinate ideas to cut hazardous waste and pollution

The group split state agencies into two groups: “Policy” (work stays in building primarily) and “Operating” (works as a small city, work outside of building). These were also defined by whether an agency maintains its own fleet of vehicles. They decided to go back to basics: post a Resource Guide on the IPPAT web page with links to existing programs to try and promote and coordinate ideas (e.g., MnTAP, U of M report, MCCAG reports, Administration audits on disposal/recycling facilities, state contracts).

Johanna commented that Green Gatherings/PCA developed a Resource Guide for hotels and restaurants. This could be used as a starting point. Gene explained that on the Northstar web page you can place resources by topic or category and these are searchable.

Direction for next steps:

- Contact NorthStar web coordinator to see if it may be possible to link these resources there.
- Small group meets one more time via video or phone conference. Include Johanna Kertesz in meeting.

Team Report - by Roger Wirkkunen

Objective #4 – Streamline and consolidate reports; Plus simplify data collection and analysis

The group looked at what’s in the P2 report, how it’s generated; asked if it is a competitive type of report and decided it is not. It is a statewide mandate to report on how we’re cleaning up the environment. Important elements include use of bio-fuels, energy/electricity consumption. Roger also researched reports generated by various small agencies created by governor-most of these are in narrative form. The goal of the group was to review all categories and sources of the categories and determine if reporting can be made easier.

During discussion we noted that there are dozens of electric companies supplying the state, and it may be useful to find out the amount of electricity sold to the state to start with.

Future Topic Ideas

Several ideas for topics at future meetings were circulated that the group voted on. The outcome is that there is highest interest in hearing from the Dept. of Administration on the IT energy saving power-down program, and to have a presentation on the job and successes of “Sustainability Coordinators” such as from the University of Minnesota or agencies that employ such staff. Two other topics suggested were for information on the “Climate Registry” and “MCCAG’s next steps.”

Meeting wrap-up

Before the next meeting in October, small groups should fine tune goals and action steps. Also, the group decided to keep the PCA location for the next meeting.

Attendees

Auer	Ken (DMA)	Strong	Phyllis (PCA/P2 Integration)
Cavadini	Wayne (DNR)	Thompson	John (MMCD)
Christenson	Gene (UMN)	Vennewitz	Mike (ReTAP)
Cioci	Madalyn (PCA)	Wirkkunen	Roger (Revenue)
Countryman	Linda (PCA/IPPAT coordinator)		
Fielding	Dave (Admin.)		
Golike	Mary (DNR)		
Hovet	David (Health)		
Johnson	Edward (Finance/DOER)		
Jordahl	Marilyn (MnDOT)		
Larson			
Kertesz	Johanna (PCA)		
LaForce	Joe (DMA)		
Oas	Ken (MnSCU)		