

## **Meeting Summary of the Interagency Committee on Sustainability and Green Procurement (“Committee”) – Tuesday, July 22, 2008 – Meeting Three**

### **Handouts and Discussion**

- ◆ The letter from Commissioners John C. Egan and Pete Grannis to all Executive Order 4 (EO 4) covered entities, was sent on July 14, 2008. OGS and the Department of Environmental Conservation (DEC) have begun receiving responses.
- ◆ OGS will create a website with: a link to the DEC website or vice versa, summaries from the Committee meetings and the list of Sub-Committee Recommendations for commodity, service and technology EO 4 specifications which will not open to public comment.

### **Subcommittee Reports**

- ◆ On July 15, 2008, the Sustainability Sub-Committee met for the first time and developed goals, tasks and deliverables.
- ◆ The Reporting Sub-Committee’s first meeting is scheduled for July 31, 2008.
- ◆ The Training Sub-Committee has not had its first meeting; a meeting date is to be determined.

### **List Discussion**

- ◆ The list of commodity, service and technology EO 4 specifications priorities from the Procurement Sub-Committee is a tentative list only. The solid list will be shared at the August 26<sup>th</sup> Committee meeting.
- ◆ There were some changes to the list since the previous meeting. Changes include:
  - Dryers and freezers have been removed and substituted with dishwashers;
  - “Air Conditioning” changed to “Room Air Conditioning” only;
  - Fuels will be deleted from the Transportation category until a study on biodiesel fuel headed by DEC and NYSERDA is completed.
  - Drinking water was added to the Office and Building Operations category.
- ◆ The Committee would like focus on procurement contracts. If specs for certain items are stricter than the Design & Construction contract requirements, justification will be made for the difference in standards. The Procurement Sub-Committee will work with Design & Construction to see which items will be issues.
- ◆ The Sustainability and Green Procurement Advisory Council (“Council”) has not been created yet. This Council will help the Committee with establishing specs. Approximately 15 people have been identified and contacted as possible appointees to the Council.
- ◆ The list will still be subject to further review, consideration and final approval by the Committee.

### **Status of OGS Paper Contracts**

- ◆ The paper contract for the Truckload Lot was approved by OSC during the first week of July and now available for use on the OGS website. OGS anticipates the Less Than Truckload Lot paper contract to be approved within the next couple of weeks. Both Lots are 100% chlorine free.

### **Next Steps**

- ◆ The next two meetings for the Interagency Committee on Sustainability and Green Procurement are scheduled for August 12, and August 26, 2008.
- ◆ It is likely that the Procurement Sub-Committee will have at least 1-2 meetings prior to the next Committee meeting.
- ◆ The Sustainability Sub-Committee will likely meet the morning of August 26<sup>th</sup>. This committee will also work with the Green Procurement Coordinators.