

**Meeting Summary of the Interagency Committee on Sustainability and Green Procurement
("Committee") – September 16, 2008– Meeting Six**

Reports from Subcommittees

- Procurement
 - The final Priority Commodity List was unanimously approved at the August 26, 2008 meeting. In order to meet the December deadline for spec development, an additional interagency meeting was added, to take place 11/4.
 - Four main task groups have been formed within the Procurement Subcommittee:
 1. Toxics, headed by DEC and DOH
 2. Materials, headed by DEC, with the help of OGS
 3. Transportation, headed by DOT
 4. Energy, headed by NYSERDA
 - Two smaller groups will propose specs for Drinking Fountains and Pest Management
 - DEC announced that Alicia Culver of the Green Purchasing Institute is available to give a presentation to interested committee members on 9/30/08 from 9:30 – 12:00. The program would include discussion of toxics, lamping and green cleaning. There was a high level of interest among attendees.
 - OGS, through its affiliation with NASPO, has access to resources and specifications for Green Procurement through contract with the Responsible Purchasing Network. OGS will also share resources obtained through its involvement in NASPO National Committee on Green Procurement.
- Reporting
 - The deadline for reporting on EO 4 is the beginning of the fiscal year. Reporting subcommittee is developing a proposed uniform reporting format, with final approval by the interagency subcommittee to take place by 12/08.
- Training
 - Training Subcommittee developing paperless web-based "Welcome Package" for agency coordinators, and will present the Package to the Committee 10/10/08
 - 50 out of 75 agencies/authorities have responded, outreach to additional authorities to be completed shortly.
 - A 1-day training session for coordinators will take place 1/29/09
- Sustainability
 - Subcommittee exploring idea of using a Wiki to permit coordinators to collaborate, share calendars, edit documents and exchange information. Pros and cons of different providers were discussed. Constraints include cost and unsettled questions concerning security and ownership of data.
 - Subcommittee is compiling existing agency/authority sustainability plans and developing guidelines for other entities to assist them in developing plans
- The next meeting of the Interagency Committee will take place on October 10, 2008 at 1:00 pm in Conference Room A, on the 41st Floor of the Corning Tower.