

Executive Order 1 Reporting Workgroup

June 30, 2020, 10am-11pm

Held via Microsoft Teams

Agenda

Attendees: David Barry, Rose Croog, Darrell Grant, Abby Lawson, Pauline Zaldonis

1. Team updates

- a. Tableau dashboard – now published on [GreenerGov CT website](#)
- b. [Utility data note](#) published alongside dashboard to give some context about the data used in the SPPs and in the dashboard

2. SPP analysis

- a. Review of first draft of analysis of 2019 SPP. Plan to analyze the future plans proposed by agencies in their 2019 SPPs to identify themes and opportunities. Plans were described for GHG emissions reduction, water use reduction, and waste reduction; started with analysis of proposed water plans.
- b. Analysis broke proposed water projects into categories: increasing water efficiency, engagement/education, reducing water losses, reusing onsite alternative water, and other types of water projects. The most frequent type of project was in the increasing water efficiency category through upgrades to water efficient products or through water use measurement.
- c. Next steps: Pauline to incorporate feedback from discussion into analysis:
 - i. Add more written analysis, including a clearer explanation of our recommendations (e.g. looking for opportunities for economies of scale, advising where support from EO 1 Water team could have greatest impact).
 - ii. Add a few examples of agencies with plans that could be models for other agencies, including contact info for SSO at those agencies. Share updated draft with Reporting team.
 - iii. Share with Mary Sotos to review next, then with the Water team for review.
 - iv. Start analysis of GHG or waste reduction next, using similar format

3. 2020 SPP reporting planning

- a. Discussion of timeline for 2020. Data pull scheduled for November 1, 2020 (re-do pull of 2019 data and pull data for 2020 SPP); release new SPP form to SSOs by November 15 with due date of December 15.
- b. Discussion of impact of COVID-19 on EO 1 reporting. Proposed timeline may change because of challenges associated with the pandemic (especially uploading utility invoices to EnergyCAP); when creating the SPP reporting form for 2020, need to be mindful of challenges agencies are facing because of the pandemic and need to recognize the impact on their ability to make progress on the goals stated in the 2019 SPP; 2020 form should provide an opportunity to describe the impact of the pandemic on sustainability efforts, positive and negative.

4. Upcoming meetings

- A. July EO 1 Steering Committee Monthly Meeting: **TBD**
- B. Thursday, July 23, 10am-11am: Reporting workgroup Monthly Meeting: **Teleconference**