

Sustainability Performance Plan

FY 2021

Department of Aging & Disability Services

Prepared by Michelle Provost
Senior Sustainability Officer

Approved by Amy Porter
Commissioner

*This report was written in compliance with
section 5 of Executive Order 1.*



greenergovCT
A Lead by Example Initiative

EO 1 Background

On April 24, 2019, Governor Lamont launched the GreenerGov CT initiative by signing Executive Order 1 (EO 1) which directs Executive Branch agencies to advance environmental leadership and cost savings for taxpayers by reducing greenhouse gas emissions and other sustainability objectives in energy use in buildings and vehicles, water use, and waste disposal.

EO 1 calls on agencies to recommit to and expand the state's Lead by Example (LBE) program to reduce the operating costs and environmental impacts of state government facilities and operations. EO 1 builds on the foundation of the state's LBE program by setting new sustainability goals, listed below, for Executive Branch agencies and invoking deeper levels of commitment and participation.

GHG

45% reduction in
GHG emissions
below 2001 levels

WATER

10% reduction in
water consumption
from a FY20 baseline

WASTE

25% reduction in
waste disposal from a
FY20 baseline

Since the GreenerGov CT initiative was launched, significant progress has been made towards laying the groundwork for expanded LBE initiatives in the future: governance structures were established, baseline data was collected, and financing and project strategies were developed. Additionally, agencies reported completing or making progress on 90+ sustainability projects in FY20 in the annual agency Sustainability Performance Plans. Sustainability Performance Plans are plans drafted each year by Senior Sustainability Officers to detail agency progress and necessary goals, actions, and responsible parties to achieve the targets set in EO 1.

In 2020 and 2021, agencies continued to navigate the COVID-19 pandemic. As many agencies returned to the office in 2021, the GreenerGov CT leadership encouraged agencies to use the return to the office from teleworking as an opportunity to refresh staff practices and to take on new sustainability initiatives. The FY21 Sustainability Performance Plan includes a summary of sustainability actions initiated as part of the "Returning to the Office Greener" call to action.

EO 1 Participation Overview

ADS's Mission

Maximizing opportunities for the independence and well-being of people with disabilities and older adults in Connecticut.

FY21 Participation Overview

Participation in the Sustainability Steering Committee meetings and the Clean and Efficient Transportation Project Team.

Participating Agency Staff

Amy Porter, Commissioner

Michelle Provost, SSO

Andrew Norton, Clean & Efficient Transportation Project Team Member

Melissa Chan, EnergyCAP

Tyrell Sampson, EnergyCAP

Aminur Rahman, Technological Efficiency



Sustainability Projects

including projects relating to infrastructure improvements or behavioral change that took place in owned, leased, or occupied space and were either in progress or completed in FY21

Sustainability Projects

Project 1

What: Continued agency wide utilization of Teams, Skype, and Zooms to conduct and/or attend virtual meetings, training and conferences in lieu of in person attendance and traveling to various locations.

Where: Department offices and telework locations throughout CT

Project type: Behavioral - Combination

Status: Completed in FY 2021

Benefits: Decreased vehicle/fleet gas usage and GHG emissions; increased employee productivity resulting from decreased travel time and increased time spent working instead of traveling; sharing of documents virtually, instead of utilizing printed documents.

Project 2

What: Continued utilization of telework options to all Department employees.

Where: Department regional offices throughout CT

Project type: Behavioral - Combination

Status: Completed in FY 2021

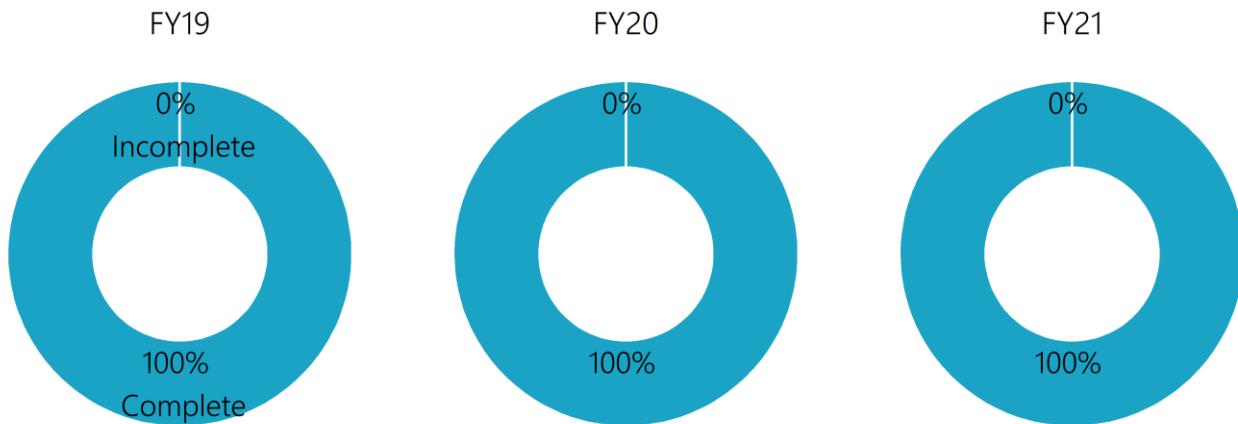
Benefits: Decreased vehicle/fleet gas usage and GHG emissions; decreased water usage; decreased energy usage; decreased waste.

Performance Data

The following data was pulled from EnergyCAP, the state's utility tracking software, on December 9, 2021. Note that utility data on agencies occupying space owned by another state agency may not be linked to their EnergyCAP accounts.

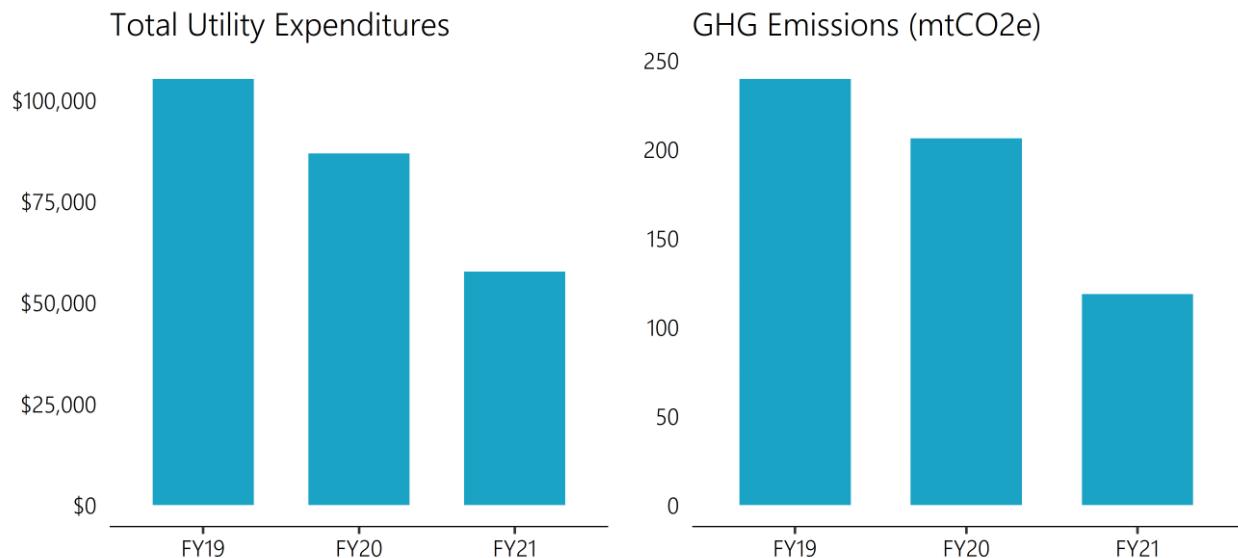
Data Completeness

The charts below display the estimated percent of utility data for ADS entered into EnergyCAP. More recently uploaded data may still be 'in queue' awaiting processing by EnergyCAP and will not be reflected in this report.



Data Trends, FY19-FY21

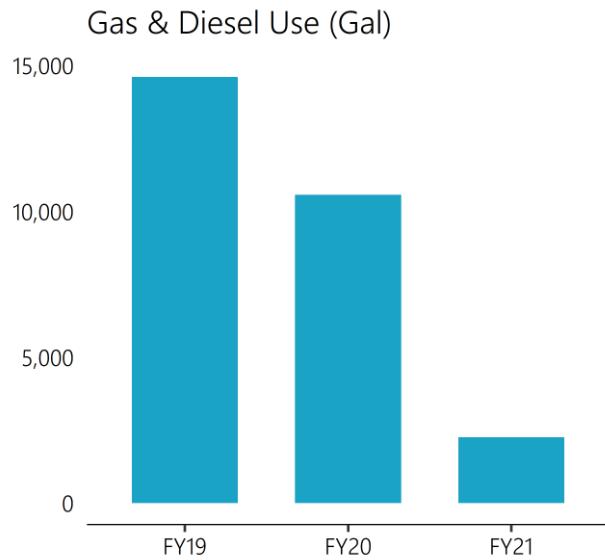
The charts below summarize the total utility expenditures and total GHG emissions for ADS for FY19-FY21. Keep in mind that data that is missing or not yet processed in EnergyCAP may cause these numbers to be artificially low.



Performance Data cont.

Data Trends, FY19-FY21 - Continued

The chart below summarizes gas/diesel use for ADS for FY19-FY21. Keep in mind that data that is missing or not yet processed in EnergyCAP may cause these numbers to be artificially low.



Detailed Utility Use and Cost Data

The table below summarizes the utility use and cost data for ADS for FY19-FY21 according to data pulled from EnergyCAP on December 9, 2021. As mentioned previously, keep in mind that this data may be incomplete.

Commodity	Unit	Use			Cost				FY19-21 Change
		FY19	FY20	FY21	FY19	FY20	FY21		
Electric	kWh	327,903	304,961	258,969	-21.0%	\$58,914	\$53,141	\$43,384	-26.4%
Natural Gas	CCF	5,210	6,598	5,876	+12.8%	\$6,996	\$8,076	\$8,573	+22.5%
Vehicle Gasoline	Gal	14,613	10,572	2,264	-84.5%	\$39,308	\$25,583	\$5,729	-85.4%
Total GHG Emissions	mtCO2e	240	206	119	-50.5%	-	-	-	-
Total	-	-	-	-	-	\$105,218	\$86,800	\$57,686	-45.2%

*Gasoline and diesel costs estimated based on average monthly cost from EIA.gov, \$2.53 for gasoline and \$2.81 for diesel in FY21; \$2.42 for gasoline and \$2.96 for diesel in FY20; \$2.69 for gasoline and \$3.25 for diesel in FY19.

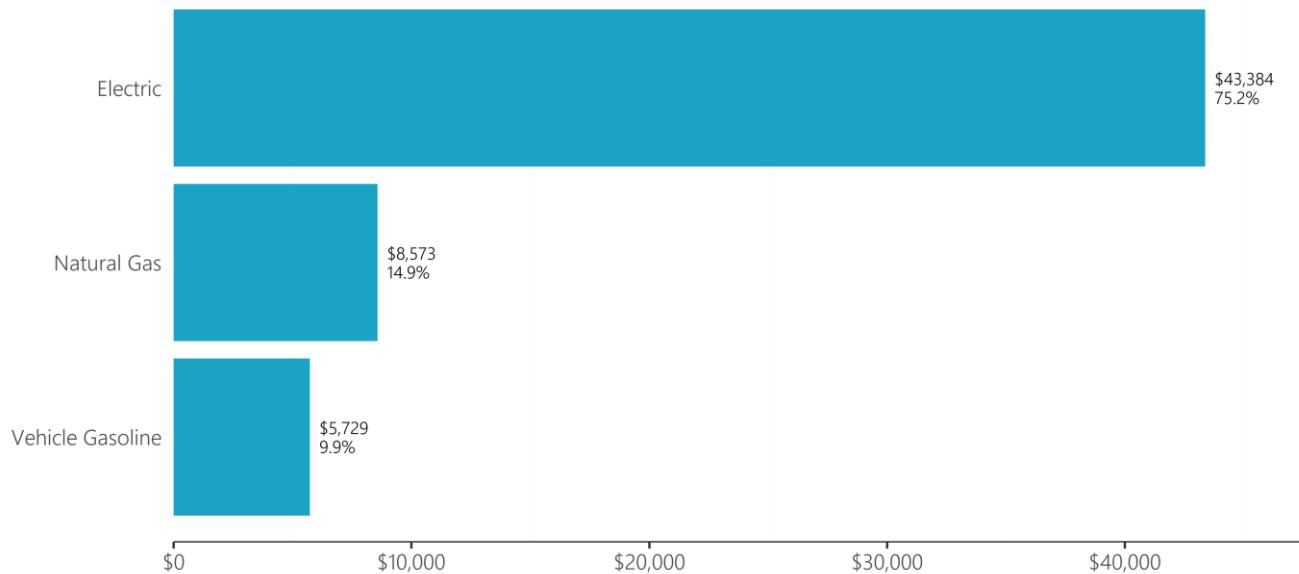
Performance Data cont.

FY21 Data Snapshot

The charts below highlight the breakdown of utility expenditures and GHG emissions by commodity for FY21.

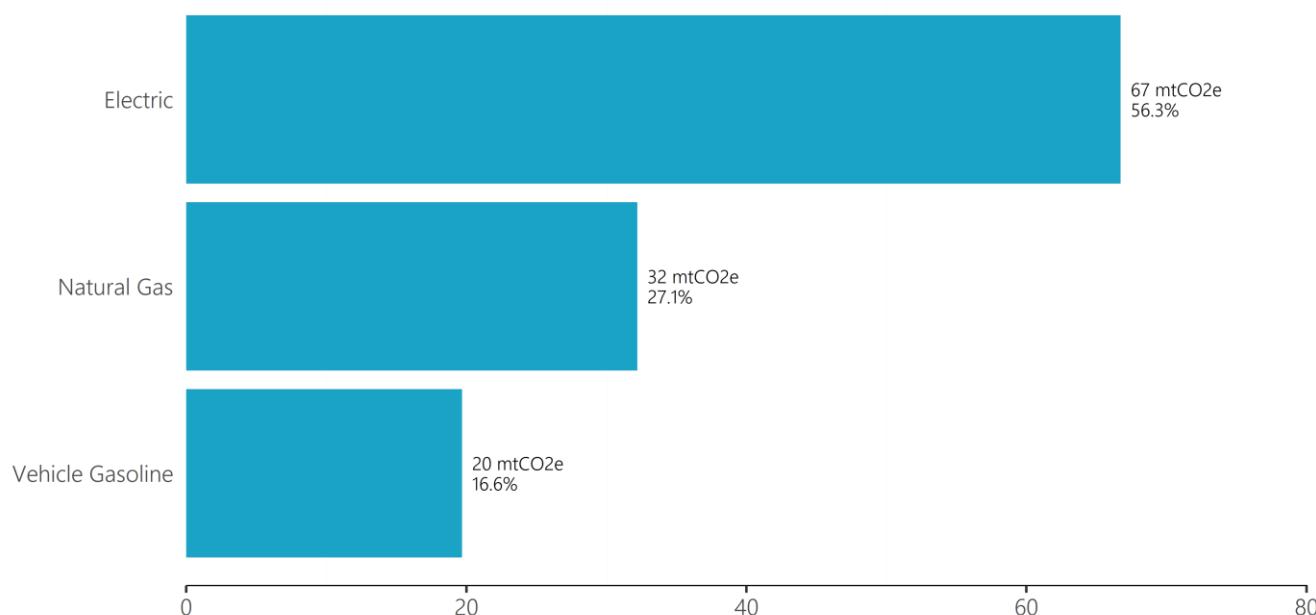
Commodity Cost Breakdown, FY21

The chart below represents the breakdown of commodity costs at ADS in FY21.



GHG Emissions Breakdown, FY21

The chart below represents the breakdown of GHG emissions by commodity at ADS in FY21.



Return to the Office Greener

In FY21, the GreenerGov CT leadership encouraged agencies to use the return to the office from teleworking due to the COVID-19 pandemic as an opportunity to refresh staff practices and habits and to take on new sustainability initiatives. Eleven actions were presented as possible strategies for a more sustainable return to the office, and agencies were asked to pick three actions not already in process. The actions for ADS are highlighted below.

Returning to the Office Greener Suggested Actions

1. Identify agency vehicles which could be transitioned to electric models. 
2. Have a No-Cost retro commissioning scoping study to identify HVAC improvement and controls opportunities.
3. Sign up a building to participate in Eversource's Strategic Energy Management program.
4. Have a free building energy audit performed to identify basic opportunities to upgrade lighting or weatherization.
5. Perform a water audit to identify opportunities for fixture replacement or conservation actions.
6. Check for water leaks using the Fix-A-Leak Checklist. 
7. Assess the feasibility of hosting solar on your buildings or property.
8. Optimize your dumpster size and pickup schedule. 
9. Start an organics diversion/collection program.
10. Tune up recycling practices. 
11. Make a Green Team of staff invested in making space and operations more sustainable.
12. Other actions

Additional details on the return to the office:

Continued with the utilization of Teams, Skype, and Zooms to conduct and/or attend virtual meetings, training and conferences in lieu of in person attendance and traveling to various locations.

COVID-19 Impact

Impact of COVID-19 on ADS's ability to make progress on the goals of EO 1 in FY21

It has caused efforts to convert agency gas fleet vehicles to electric. COVID-19 has also highlighted other goals we had not considered - teleworking, use of virtual options for meetings, use of electronic documents instead of paper.

COVID-19 changes that have led to a positive sustainability outcome that will continue after the pandemic

Strategically evaluating building footprint needed for agency work	✓
Reassessing agency fleet	✓
Holding virtual meetings as a more regular practice	✓
Increased telework as a regular practice	✓
No changes to report	
Other	

Future Planning

Status of FY20 Plans

	Progress has been made	Progress has stalled	Plans have been completed.	Stated plans no longer a priority	Other
GHG Reduction		✓			
Water Use Reduction			✓		
Waste Reduction			✓		

Sustainability Plans Beyond FY21

GHG Reduction

Conversion of agencies gas fleet vehicles to electric fleet vehicles.

Water Use Reduction

Continued monitoring of faucets for leaks and having them repaired promptly.

Waste Reduction

Continued monitoring and implementation of plans to minimize waste, i.e., duplicate sided printing; elimination of paper files and storing documents electronically; receipt of electronic documents instead of paper documents, etc.

Resources Needed

Barriers encountered while making EO 1 progress in FY21

Funding	
Staffing	
Technical expertise	
No barriers encountered	✓
Other: Getting employee "buy-in"	✓

Additional details on barriers encountered

People are so busy with day to day activities, they are reluctant to take on any additional projects - composting, expanding recycling, etc.

Specific type of support or resources needed to make progress on future sustainability projects

Employee buy-in.