

# Sustainability Performance Plan FY 2021

## Department of Social Services

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Approved by Deidre S. Gifford, MD, MPH  
Commissioner

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



# 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

## DSS's Mission

We, along with our partners, provide person-centered programs and services to enhance the well-being of individuals, families and communities.

## FY21 Participation Overview

The Department installed an EV charging station at our Central Office location and accessed two EVs from the DAS Fleet for Department use. Other efforts included a review of water leaks in all of our 12 field offices, as well as dumpster rightsizing and related waste management improvements.

## Participating Agency Staff

Ana Allendorf  
Nicholas Barnett  
Joseph Joseph  
William Lovejoy  
Brandon Somers  
Diana Speranza



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## 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:** Installed charging stations and accessed two electric vehicles from DAS Fleet

**Where:** DSS Central Office, 55 Farmington, Hartford

**Project type:** Structural - GHG - Vehicle/fleet

**Status:** Completed in FY 2021

**Benefits:** To date, usage has been limited given extensive telework during the pandemic. Utilization has been primarily by Facilities staff. GHG emissions reductions have resulted due to decreased gasoline utilization replaced by less GHG intensive electricity use.

**Savings:** The electric vehicles have used 2,021 KWH to recharge since their installation with 7,062 miles driven since their acquisition. By eliminating two gas powered passenger vehicles, it has saved about 235 gallons of gasoline resulting in \$705 in savings.

## Project 2

**What:** Review of all field offices for water leaks

**Where:** All DSS field offices

**Project type:** Structural - Water

**Status:** Completed in FY 2021

**Benefits:** Small reduction in water consumption.

## Project 3

**What:** DSS has reviewed dumpster services paid for by the agency. This includes converting cardboard dumpsters to single stream recycling, adjusting dumpster sizes to better suit our needs, and/or modifying pick up frequency. We are still working on landlord supplied dumpsters.

**Where:** All DSS field office locations with dumpster services paid for by the agency

**Project type:** Structural - Waste

**Status:** Completed in FY 2021

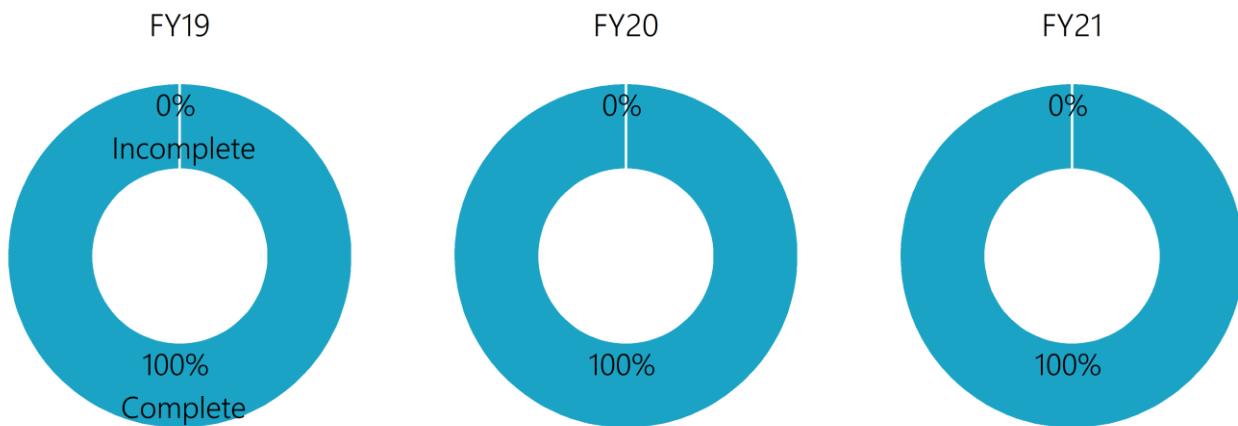
**Benefits:** Enhanced management of recyclable materials and lessened need for dumpsters.

# 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.

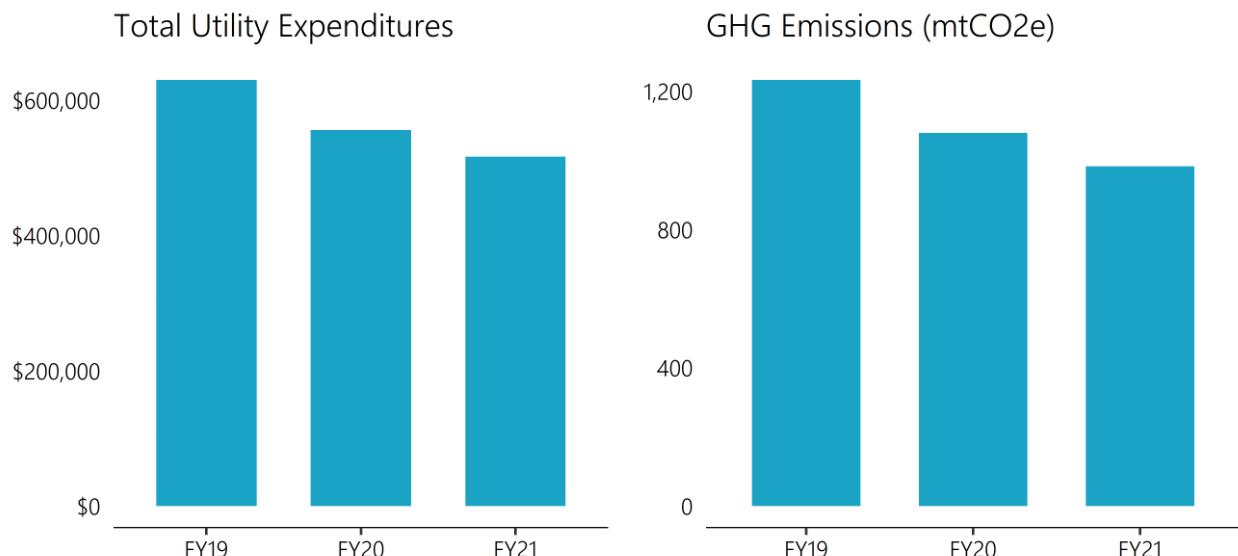
## Data Completeness

The charts below display the estimated percent of utility data for DSS 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 DSS 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.

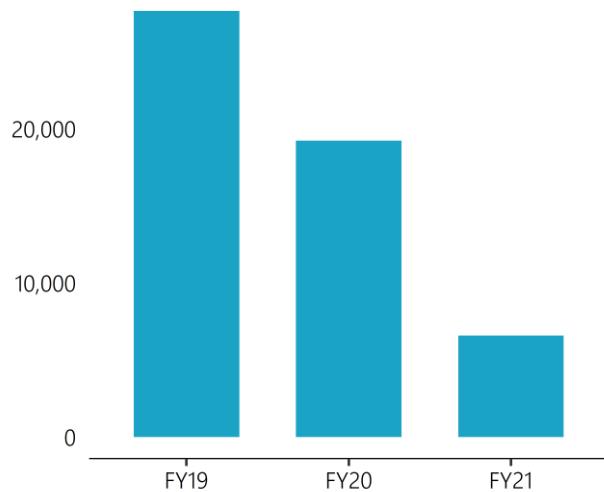


# Performance Data cont.

## Data Trends, FY19-FY21 - Continued

The chart below summarizes the gas/diesel use for DSS 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.

Gas & Diesel Use (Gal)



## Detailed Utility Use and Cost Data

The table below summarizes the utility use and cost data for DSS 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	FY20	FY21	FY19-21 Change	FY19	FY20	FY21	FY19-21 Change
Electric	kWh	2,880,075	2,654,994	2,605,465	-9.5%	\$495,019	\$451,624	\$434,432	-12.2%
Natural Gas	CCF	45,838	43,353	45,642	-0.4%	\$60,768	\$58,224	\$65,754	+8.2%
Vehicle Gasoline	Gal	27,664	19,249	6,593	-76.2%	\$74,417	\$46,582	\$16,680	-77.6%
<b>Total GHG Emissions</b>	<b>mtCO2e</b>	<b>1,233</b>	<b>1,080</b>	<b>983</b>	<b>-20.3%</b>	-	-	-	-
<b>Total</b>	-	-	-	-	-	<b>\$630,204</b>	<b>\$556,430</b>	<b>\$516,866</b>	<b>-18.0%</b>

\*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.

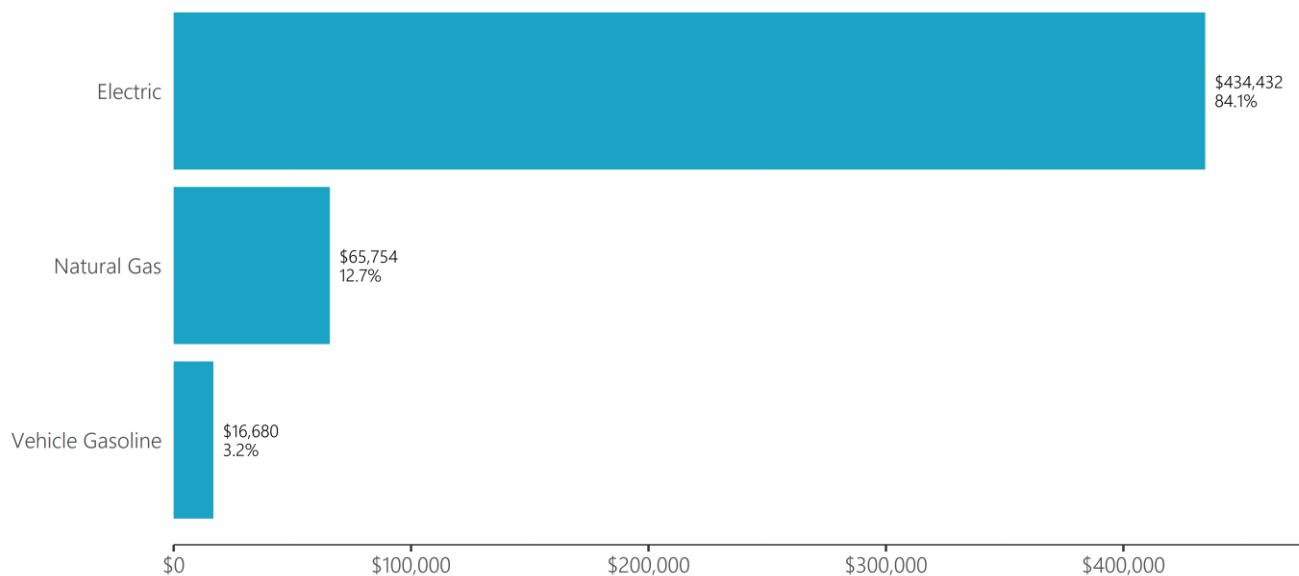
# Performance Data cont.

## FY21 Data Snapshot

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

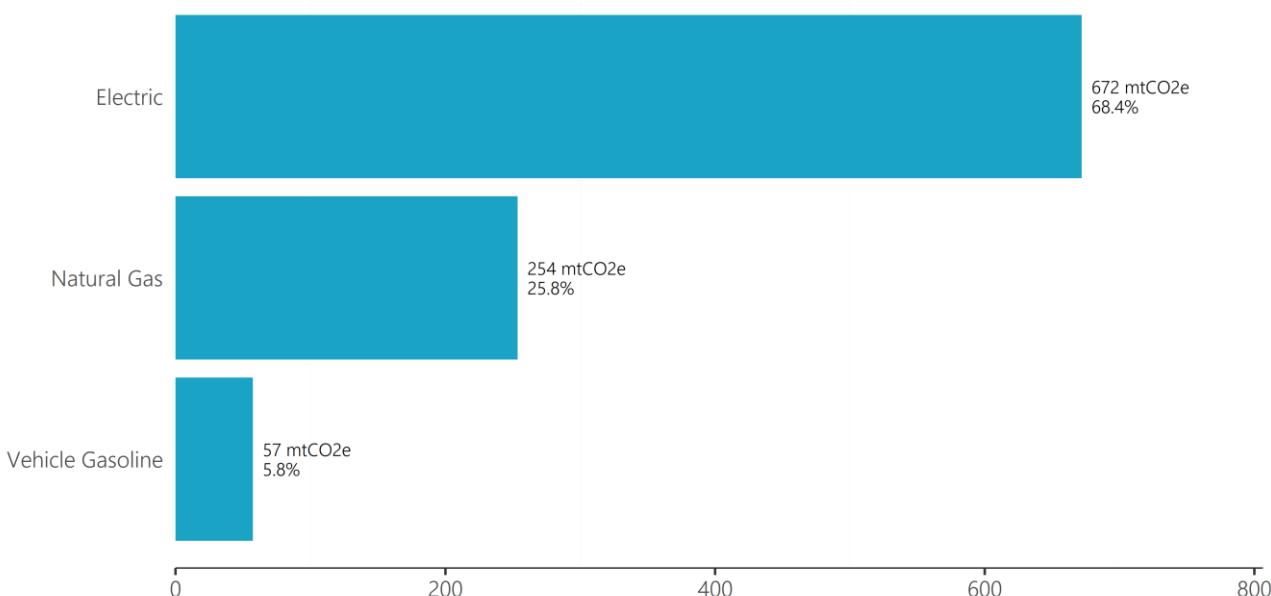
### Commodity Cost Breakdown, FY21

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



### GHG Emissions Breakdown, FY21

The chart below represents the breakdown of GHG emissions by commodity at DSS 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 DSS 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:

The following steps have been taken:

- Energy audits have been undertaken at two leased offices and upgrades to lighting have been made in one of the offices so far.
- A full review of all twelve field office locations for water leaks was undertaken.
- Actions to optimize dumpster size and pickup schedules have been reviewed.
- While the Green Team was established in the early days of the DSS efforts, meetings had been suspended during the pandemic. The Department has reinstated our Green Team meetings and has reached out to the field office locations for volunteers to support the DSS team and to also establish Green Teams within each office location.

# COVID-19 Impact

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

Green team meetings were suspended but have now been reinstated. Further EV transition was placed on hold pending a further demand analysis post-return to work. Telework and virtual meetings supported less employee and contractor transportation costs, resulting in GHG reductions.

## 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

Full review of fleet needs once final telework decisions have been completed. We expect significant fleet reductions and will then review further conversions to EV use. We do expect to expand our EV pilot by two additional vehicles as an interim step pending the full fleet review. Also undertaking a complete review of appliance age and use in all field office locations. Elimination of surplus equipment and replacement of aging appliances will result in GHG reductions.

### Water Use Reduction

No further projects are anticipated at this time.

### Waste Reduction

Review further opportunities to enhance recycling opportunities (i.e., battery recycling) and general waste reduction through control of consumable products based upon electronic workflow processing.

# Resources Needed

## **Barriers encountered while making EO 1 progress in FY21**

Leased arrangements in our field offices make it more difficult to effectuate change directly, but efforts to work with landlords continue.

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

DAS development of uniform standards for leases that support sustainability efforts.