Sustainability Performance Plan

FY 2023

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

greenergovCT

A Lead by Example Initiative

Sustainability Performance Plan

ZExecutive Order 1 (EO 1) calls on 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.

The goals of EO 1 include:

- 45% reduction in GHG emissions below 2001 levels,
- 10% reduction in water consumption from a FY20 baseline, and
- 25% reduction in waste disposal from a FY20 baseline.

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.

This report includes details on sustainability initiatives and participation in the GreenerGovCT initiative in FY23.

Agency Details

Agency: Connecticut Insurance Department

Senior Sustainability Officer: Jared Kosky

Date Submitted: 11/20/2023

GreenerGov CT Participation Overview

1. **How has your agency worked towards the sustainability goals of EO 1 in FY23?**

   The Insurance Department continues to monitor projects from previous years and looks to initiate new projects consistent with the Department's hybrid work environment which has resulted in meeting sustainability goals with regards to paper usage, water usage, and utility usage at the physical office.

2. **List key agency staff involved in EO 1 in FY23.**

   Jared Kosky, Deputy Commissioner
   Ann Woznikaitis, Fiscal/Administrative Manager 1

Sustainability Projects

3. **How many projects has your agency implemented that had a positive impact on sustainability in FY23? Include projects relating to infrastructure improvements as**

well as behavioral change that took place in owned, leased, or occupied space and were either in progress or completed in FY23.

2

4. **Provide a summary of the sustainability projects completed in FY23 at your agency. For each project include:**
   a. **Project summary**
   b. **Project location**
   c. **Project status**
   d. **Project benefits**
   e. **Projected savings (in dollars and the appropriate unit of measurement if known)**

   1. Summary: Substantially reduce paper usage – as a result of CID staff working primarily remote and the usage of collaborate electronic tools like Microsoft Office 365, we have been able to substantially reduce the amount of paper used.
      Location: Insurance Department, 153 Market St., Hartford.
      Status: Continuing project that will need to be monitored as we continue to optimize the hybrid work environment.
      Benefits: Reduced costs, waste, and usage of paper and ink.
      Savings: Prior to the pandemic/telework arrangements, the agency at its highest point used approximately 3 palettes of paper in a fiscal year compared to the current usage of ¾ of a palette. This reduction has resulted in a cost savings of around $6k per fiscal year.

   2. Summary: Electronic Filings and Invoicing – nearly all filings and payments to CID to be made electronically.
      Location: Insurance Department, 153 Market St., Hartford.
      Status:
      Benefits: Reduction in paper and mailings along with a reduction in physical storage space for files.
      Savings: Result in reduction of paper included in savings identified in item #1 above. In addition, electronic filing have resulted in lower physical storage requirements.

Future Plans

5. **What planned sustainability initiatives beyond FY23 does your agency have relating to GHG reduction, water use reduction, and waste reduction?**

   Overall, substantial progress was made in certain projects solely as a result of the hybrid work environment.
   GHG reduction – continue to install lighting to motion sensor; previously eliminated leased fleet vehicle.
   Water use reduction – majority of workforce primarily remote, will monitor as we rethink office layout and usage under initiatives to optimize the hybrid work environment.
   Waste reduction - majority of workforce primarily remote, will monitor as we rethink office layout and usage under initiatives to optimize the hybrid work environment.