

STEERING COMMITTEE ON STATE SUSTAINABILITY

JANUARY 10, 2020

GINA MCCARTHY AUDITORIUM



greenergovCT

A Lead by Example Initiative

AGENDA



greenergovCT

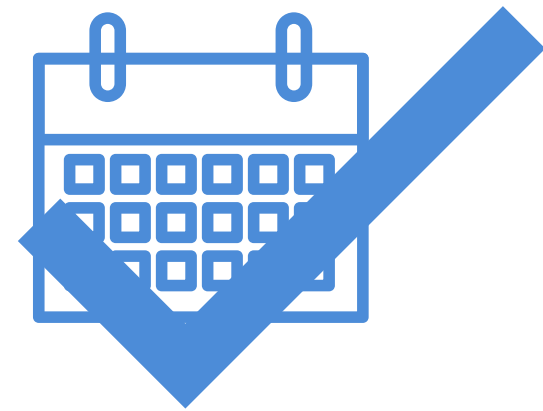
A Lead by Example Initiative

- SPP/Data Collection Update (10 mins)
- EPA Water Sense Presentation (30 mins)
- Report Back From Project Teams (20 mins)
- Next Steps Before February (5 mins)
- Check-ins (20 mins)



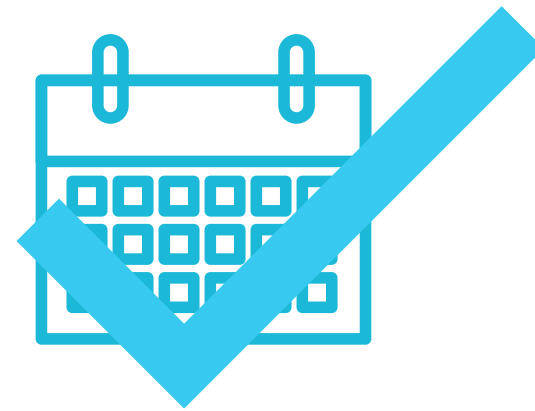
SUSTAINABILITY PERFORMANCE PLANS

SPP TIMELINE



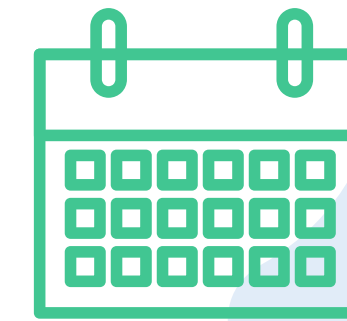
November 8 Meeting

Sustainability Performance Plan drafts are introduced and walked through.



December 6 Meeting

Sustainability Performance Plans are released to SSOs with fillable sections to complete.



January 24 Deadline

Completed and signed Sustainability Performance Plans are submitted via Dropbox.

SPP EXPECTATIONS



SPP Due Date Friday January 24

- Make every effort to complete every section.
- Be as specific and quantitative as possible in the sustainability projects sections.
- Write in a narrative and cohesive style with complete sentences.
- **Early draft submissions for review encouraged**
- Have these in by January 24 at the absolute latest.

BEFORE YOU LEAVE TODAY

Check in with EO 1 Staff

Please come see us at the front of the room after the meeting.

We will be keeping track of what agencies we check in with.

We want to hear where you are in the process and what you might need assistance with.

If you have an SPP on-hand, we will be able to provide initial feedback.


Formatting Troubleshoot

If you have any issues with word-count limits or formatting we are happy to help

QUESTIONS?

Ask us during check-ins at the end of
today's presentation!

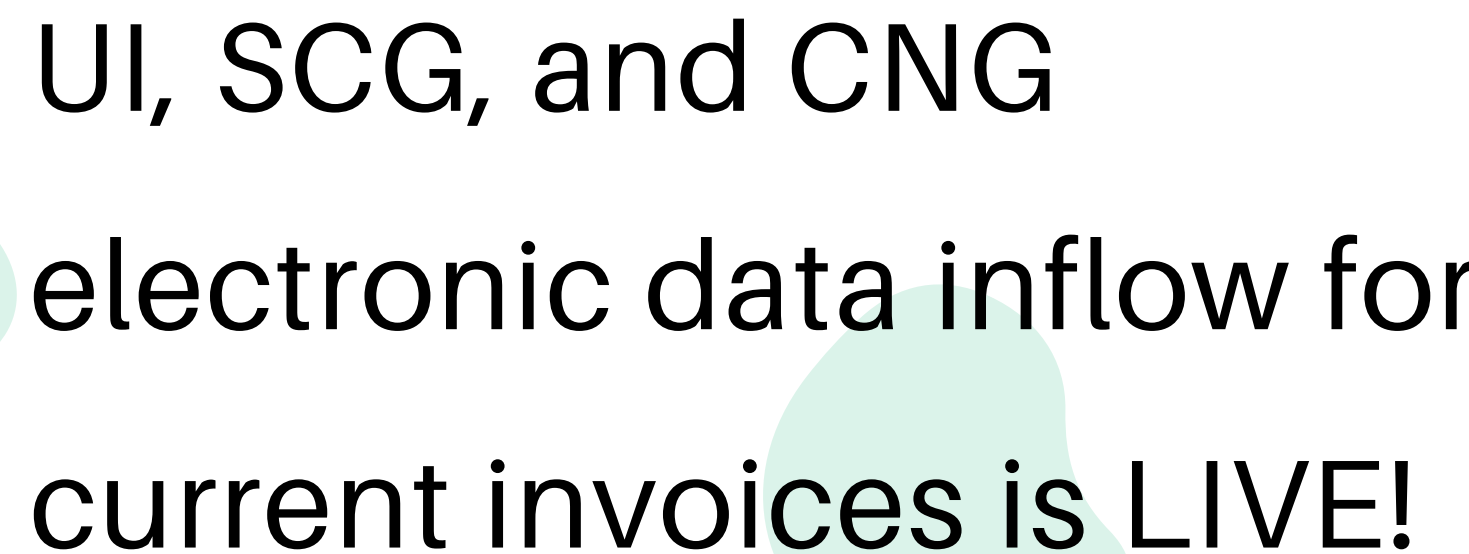
or email Pauline.Zaldonis@ct.gov later
with your SPP questions



**DATA
COLLECTION
UPDATE**



GREAT NEWS



UI, SCG, and CNG
electronic data inflow for
current invoices is **LIVE!**

This represents tremendous effort from DEEP liaisons, EnergyCAP, and UI.


Agencies no longer need to upload invoices for UI, SCG or CNG

Only invoices to upload are:

Municipal Electricity

Water, Sewer, Fire Protection

Delivered Fuels (oil, propane, gasoline, diesel)



LEVEL 3

Upload historical utility invoices to BillCAPture from January 2018 - present by April 2020

We developed a Level 3 Quick Guide

If your agency has previously uploaded into EnergyCAP, **wait to upload historical invoices until you receive a Missing Bills Report to avoid duplicate uploads**

Level 2

Agencies and EnergyCAP liaisons are working to have remaining agencies with more complex inventories at Level 2 by January 31, 2020

Level 3 Quick Guide

for uploading historical invoices into BillCAPture starting with January 1, 2018

- 1 Only Upload**
Municipal Electricity
Water, Sewer, Fire Protection
Fuel Deliveries - Gasoline, Diesel, Propane, Kerosene
- 2 Don't Upload**
Eversource invoices
United Illuminating (UI), SCG, or CNG invoices
Telecom or Cable Bills
Delinquency Notices
- 3 Labeling Files**
Prefix each historical zip file with HIST_
Example
HIST_DEEP_DIMEOIL_FEB2018
- 4 BillCAPture**
Upload files in chronological order, starting with earliest month and year and remember to follow the [Scanning Guidelines](#)

MATERIALS MANAGEMENT SURVEY

Have received 63% of surveys, **still need surveys from 15 agencies!**

QA/QC is needed before sharing in-depth results but a quick review of the completed surveys reveals:

- Out of 206 facilities, 94 (or 46%) have a primary use of Administrative/Office.
- 78 of these facilities are owned by the agency; 46 are leased.
- Dedicated staff, funding and education/training commonly mentioned as needed tools.



WATER SENSE PRESENTATION



**PROJECT TEAM
REPORT-OUTS**

Goal 1

Insert Goal 1

Provide helpful feedback for Greener Gov Handbook

Action Items

Insert Goal 1 Action Items

- develop parameters for the handbook
- focus on actionable strategies(Seedling, Patch, Garden?)

Help Needed

Additional assistance needed to complete goal 1?

Goal 2

Insert Goal 2

Begin planning Awards Ceremony

Action Items

Insert Goal 2 Action Items

- create list of suggestions for the awards ceremony for approval
-

Help Needed

Additional assistance needed to complete goal 2?

Goal 3

Insert Goal 3

Develop mechanism for soliciting and sharing success stories

Action Items

Insert Goal 3 Action Items

- develop template for case studies (more human-oriented)

Help Needed

Additional assistance needed to complete goal 3?

Solicit for a sample detailed case study of a state agency project that can be repurpose

PUBLIC ENGAGEMENT REPORT-OUT

Goal 1

Insert Goal 1

Educate State Agencies of the Availability of Utility Company Programs and Facilitate Auditing of State Buildings

Action Items

Insert Goal 1 Action Items

1. DEEP providing DCS with building energy data for audits
2. Request \$1m for energy audits

Help Needed

Additional assistance needed to complete goal 1?

1. Most data is complete, but needs building/meter correlation to be finalized
2. Bond Commission met and approved \$1m for

Goal 2

Insert Goal 2

Implement process to guide State Agencies to conduct energy efficiency projects to achieve 10% by 2020; 45% by 2030 mandated reductions

Action Items

Insert Goal 2 Action Items

1. Identify barriers
2. Develop LEAN strategies

Help Needed

Additional assistance needed to complete goal 2?

Implement task force to identify barriers and strategies to carry out EE project

Goal 3

Insert Goal 3

Identify five pilot projects to test the process and track energy reduction measures

Action Items

Insert Goal 3 Action Items

Pilot projects identified:

1. Process Sub-Committee - draft a process for State Agencies to follow

Help Needed

Additional assistance needed to complete goal 3?

Identify funding for project implementation

Approval of Master Agreement for SBEA program

ENERGY EFFICIENCY REPORT-OUT

Goal 1

Insert Goal 1

Funding has been secured to perform a water conservation project at 3 DOC facilities. Water audits were previously done as part of

Action Items

Insert Goal 1 Action Items

- Project bidding process will be initiated
- Once bids are received, a review will be conducted and a bid will be awarded.

Help Needed

Additional assistance needed to complete goal 1?

None

Goal 2

Insert Goal 2

Water Audit and Instructions drafted and reviewed

Action Items

Insert Goal 2 Action Items

- Complete the drafting of the audit and instructions
- Complete the review
- Discuss implementation

Help Needed

Additional assistance needed to complete goal 2?

Need help to determine if EnergyCap can be used to create a report on each facility/meters usage, rates, and charges to be used in Audit.

Goal 3

Insert Goal 3

In collaboration with other teams, develop a sign/communications campaign for water sustainability

Action Items

Insert Goal 3 Action Items

Continue the development of signs and communications campaign strategies

Help Needed

Additional assistance needed to complete goal 3?

Continue to work with public outreach team to make consistent design and messaging

SUSTAINABLE WATER USE REPORT-OUT

Goal 1

Insert Goal 1

Business as Usual
Recommendations for a
Clean and Efficient
Transportation Strategy

Action Items

Insert Goal 1 Action Items

Submitted on 11/14/2019

Help Needed

Additional assistance
needed to complete goal 1?

Evaluation and disposition
(approval/disapproval) of
policy recommendations

Goal 2

Insert Goal 2

Infrastructure and Vehicle
Pilot Project

Short Term. Data
gathering w/in existing
resources

Action Items

Insert Goal 2 Action Items

Infrastructure Construction
and Installation

Vehicle Purchasing w/in
existing funding streams

Help Needed

Additional assistance
needed to complete goal 2?

Funding for Initial DOT
Project \$152K

Funding for sustained
effort

Goal 3

Insert Goal 3

Education and Outreach
Program

Short Term. Outreach
materials
Long Term. Ride and Drive

Action Items

Insert Goal 3 Action Items

Outreach materials (In-
vehicle pamphlet, EV
education material, fleet
operators pamphlet and
survey (Q1), resource
website.

Help Needed

Additional assistance
needed to complete goal 3?

Design team assistance for
outreach materials

Multi-agency media and
planning coordination for
ride and drive events.

CLEAN + EFFICIENT TRANSPORTATION REPORT-OUT



NEXT STEPS

NEXT STEPS

Complete SPPs by 1/24

10 business days remain to complete Sustainability Performance Plans

Level 2 + 3

Finish up Level 2 and complete Level 3 by April 1, 2020

Materials Management Survey

Complete survey if you have not already

CHECK- INS

Use this time to:

Ask any questions on Sustainability Performance Plans

Ask any Project Team Questions

Ask liaisons about EnergyCAP Data Collection Levels