LOS ANGELES COUNTY
ISD
INTERNAL SERVICES

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May 10, 2007

To: Each Supervisor

From: Dave Lambertson
Director

Subject: **INTERIM UPDATE REPORT, COUNTYWIDE ENERGY AND ENVIRONMENTAL POLICY TEAM**

This memo provides a brief update on the progress to date of the Energy and Environmental Policy Team (Team). The Team was created as part of your Board's approval of the Countywide Energy and Environmental Policy (Policy) on January 19, 2007. The Team will provide its first comprehensive report in July 2007, as required. This update describes some of the key programs being developed by the Team and includes an outline (attached) of the areas that will be addressed In the July report to the Board.

TEAM ORGANIZATION

The Team is led by the Internal Services Department (ISD) and includes representatives from: County Counsel, Chief Administrative Office, Department of Public Works (DPW), Department of Parks and Recreation, Sheriffs Department, Public Library Department, Department of Health Services, Department of Public Health, Department of Community and Senior Services, Community Development Commission (CDC), Southern California Edison, Southern California Gas Company and the Los Angeles Department of Water & Power. ISD is represented by its Energy Management Division, Facilities Operations Service, and Purchasing and Contracts Service. DPW is represented by their Environmental Programs Division and their Architectural and Engineering Division.

The Team is organized into four programs: They are the:

- Energy and Water Efficiency Program
- Green Building Operations Program
- Environmental Stewardship Program
- Public Outreach and Education Program

Key areas of current activity are briefly described below. Other areas of investigation are noted in the attachment to this memo.

PROGRESS TO DATE

The following are some of the key activities to date:

- DPW and ISD are working to increase the number of County facilities on paper and beverage container recycling programs. The task is to quickly enroll all large County facilities under these programs. Included in the early phase of these recycling program efforts are the Hall of Administration, the downtown Los Angeles Superior Courts, and ISD's Administration Headquarters.

- The Green Building Operations Team has been established and has been tasked with investigating LEED certification for existing buildings.

- ISD has drafted an Environmentally Preferable Purchasing Policy; it will include new purchasing product mandates and guidelines for departments that choose to purchase sustainable products. We plan to schedule a meeting with your offices to discuss the proposed policy in the near future.

- The Public Outreach and Education Team will coordinate County employee environmental awareness Fairs on a regular basis at various locations. These Fairs will provide information and programs on energy efficiency, climate change activities and other sustainable ideas for home and work.

- The Policy Team is supporting various County departments in responding to the Board's related motions to investigate: incentives for employee hybrid vehicle purchases and use of public transit, use of plastic bags, and green building standards in County unincorporated areas.

In addition to the above, ISD will join a Sustainable Energy Coalition of other local governments under the California Local Government Commission. This Coalition will combine resources to jointly monitor and report on industry energy and environmental issues and share best practices on policy development and implementation amongst all governments in the Los Angeles County region.

OTHER POLICY TEAM WORK

Other Policy Team subcommittees working in the four program areas have been created and are meeting to establish additional programs to be included in the Policy. A general description of those committees is included in the attached outline of the

upcoming Policy report which will be sent to the Board in July 2007. If you have any questions about this update memo or the current work of the Policy Team, please contact me or contact Howard Choy at (323) 881-3939.

DL:HC:g

Attachment

c: David Janssen, CAO
Bruce McClendon, Regional Planning
Ray Fortner, County Counsel
Don Wolfe, Public Works
ISD Board Deputies

ATTACHMENT

COUNTYWIDE ENERGY & ENVIRONMENTAL POLICY TEAM

PROPOSED JULY 2007 REPORT OUTLINE

1. **Mission Statement/Goals**

    a. Reduce source waste and increase waste diversion from County facilities
    b. Reduce energy and water consumption
    c. Adopt sustainable building and employee operating practices
    d. Increase awareness of energy and environmental issues

2. **Policy Team Organization Structure**

    a. Energy/Water Efficiency
    b. Green Buildings Operations
    c. Environmental Programs Enhancement
    d. Public Outreach & Education
    e. Technical Resources
    f. Marketing & Outreach

3. **Efficiency Projects**

    a. Department-wide program to reach 20% consumption reduction goal
    b. County-wide energy project "incentives" program
    c. County-wide retro-commissioning program
    d. "On-line" reporting tool

4. **CAO/DPW Capital Program Support**

    a. Coordinate LEED NC and EB programs
    b. Utilize ISD's retro-commissioning resources for LEED NC

5. **LEED EB Program**

    a. Basis for County-wide Building "Best Practices" Guide
    b. Transition from LEED NC to EB

6. **Reports Back to Board**

   a. Green Buildings Standards in County Unincorporated – regional activities, legislation
   b. Report on advent of "green economies" - public/private ventures to green regions, attract green business, develop R&D/education base

7. **Environmental Programs Enhancement**

   a. Provide "on-line" status of environmental programs
   b. Purchasing resource "link" to certified green products and services

8. **Environmental Footprint/Climate Change Legislation**

   a. Update on AB 32 and other climate change activities
   b. Status of CA Climate Action Registry Emission Report

9. **Community Outreach & Education**

   a. Plan for County Employee Awareness Days
      i. County Employee home and work focus on: energy efficiency, green purchases, recycling, climate change awareness
      ii. Venues: Civic Center mall, large County campus sites

   b. Local Government Sustainable Energy Coalition
   c. Low Income Subsidy Programs

      i. Expand enrollment of Public Housing Authority tenants in utility programs
      ii. Coordination with Community Development Commission, utilities and Public Utility Commission