

## **Meeting Summary of the Interagency Committee on Sustainability and Green Procurement (“Committee”) – Tuesday, July 1, 2008 – Meeting Two**

### **Subcommittee Updates**

- *Procurement* – The Subcommittee met and identified three categories (electronic/ appliances, transportation and office and building operations) and twelve commodities within each category. A handout was distributed to all attendees that listed the categories and commodities. At the July 22<sup>nd</sup> Committee meeting, the final recommendations will be made and then final approval from the Committee will be given at one of the August meetings.
- *Sustainability* – The Chair explained that there is already an ad-hoc interagency group of sustainability coordinators that meets informally on a quarterly basis. The Sustainability Subcommittee can share information and act as an executive-type committee for the already existing interagency group of Sustainability Coordinators.
- *Reporting* – A representative from the Department of Environmental Conservation (DEC) is the coordinator of this Subcommittee. It has not met yet.
- *Training* - The Training Subcommittee has not met yet. However, the Committee feels that they are “less immediately urgent.”
- Each Subcommittee must develop a mission and set specific goals to bring to the next Committee meeting.
- DEC representative) will be attending all Subcommittee meetings for the time being.

### **Public Comment**

- The Committee will have an informal Public Comment period. Items for comment, and comments received, will be posted publicly on the OGS website.

### **Other Agency Involvement**

- Committee meetings are open to state agencies. PSG suggested inviting the Office of the State Comptroller (OSC) because they approve the contracts.
- The letter to agencies discussed at the previous meeting was discussed again, as the Committee realized a useful addition would be to ask each agency to identify its sustainability and green procurement coordinator. This item has since been added to the letter and the letter will be sent.

### **Advisory Council**

- On Wednesday, July 2, 2008, DEC and OGS will meet with the Chamber to narrow the list of recommendations. The Committee discussed having the Council members represent the fields listed in EO 4, including small business representation.
- Some members of the Committee expressed concern that Council members could have business interests that would affect their impartiality. Discussion ensued involving the role of the Council and ways to address this issue.

### **Miscellaneous/ Next Meeting Action Items**

- The Committee will wait until September to make the Waste/ Paper Use Reduction Presentation and will develop a goal, metric and benchmark. Alternatives for waste/paper reduction for administration changes were discussed.
- The contract for 100% post-consumer recycled content paper is currently at OSC for approval. If backup is necessary, there is a vendor that sells 50% post-consumer recycled content paper.