

Sustainability Committee Minutes
Wednesday, February 15th
3-4pm@ MET 214

1) Attended by

- a. Joe, Jennifer, Ralph, Owen

2) New business

- a. Energy Trust of Oregon update (Ralph)
 - i. Take-home points from January 24th ETO meeting
 - 1. Ralph shared that ETO program is very well-intentioned and organized.
 - 2. Requires 14 monthly half-day meetings plus an estimated 3-5hrs work in between to meet the four \$1000 incentive benchmarks.
 - 3. Other 2017 regional participant organizations include City of Bend, Deschutes County, Bend Parks and Rec, Bend-Lapine School District
 - ii. Discussion: yay/nay
 - 1. Unfortunately we do not have the capacity to commit to the ETO program at this time. We feel that it would require a dedicated year-round representative with ties to Campus Services and administration.
 - iii. Next year
 - 1. We hope to take part in the program next year if ETO offers it. This would be a primary focus of the campus "Sustainability Coordinator" position.
- b. Sustainability Coordinator position update (Owen, Zak, Michelle, Rebecca, and Shannon)
 - i. Status
 - 1. Job description and rationale (see attached) were reviewed by Danielle Fegley (HR), Dave Dona (CFO), and Matt McCoy (VP Administration).
 - 2. Matt verified that the Blue Sky language allows for funding of a Sustainability Coordinator position: "...*secondarily to complete sustainability projects on campus*" portion suggests monies from Blue Sky funds may be used. *Granted, it is open to interpretation, but one interpretation could be that the coordinator position is focused on completing sustainability projects on campus.*
 - 3. Matt will present position proposal to President Metcalf when she returns to campus on February 21st.
 - ii. Next steps
 - 1. Joe strongly recommended that the committee create a GANTT timeline to push and track developments related to the position proposal. The goal now is to have a Sustainability Coordinator in place by Fall term, 2017.
 - 2. We still need to discuss justify pay rate and FTE.
- c. New committee member (Owen)
 - i. A warm welcome to Callie Covington, new student representative! Callie and Owen met last week; she is interested in several committee projects including food recovery and centralized trash/recycling.
- d. Grounds project
 - i. Jennifer proposed a small native plant demonstration garden to Joe, including signage. Ralph suggested the possibility of linking to existing educational web materials provided by Deschutes County, etc.

- ii. Joe requested a detailed proposal, including plant selection, signage details, watering requirements, etc.; he will forward along to Mike B for final approval and implementation.
- e. Committee website
 - i. After taking off his ETO hat, Ralph agreed to take over the committee website. He will update news/events and committee meeting minutes. He will eliminate unnecessary links.
 - ii. Please forward any relevant campus or community news/events to Ralph!
- f. Farm-to-Work program
 - i. The FTW program will run again, likely starting May 1st. The Fields proposed offering a discounted full-season CSA for interested COCC staff. Otherwise they will continue with a \$16 order-as-you-go weekly share.
 - ii. Owen will contact Redmond campus to determine if they are interested in participating again (last season got mixed reviews).
 - iii. FTW fliers will be finalized by April 1st.
- g. Chair update
 - i. Jessie is back in the saddle, Owen is stepping down.

3) Current budget

- a. Grand total = \$29960.96, includes Blue Sky monies (need VP Admin authorization)
 - i. 2017 Blue Sky contribution (\$20,000)?
- b. Subtotal = \$3177 from original committee funds (committee authorization)

4) Future meetings

- a. Wed, March 15th 3-4pm @ MET 214
- b. Stay tuned for details from Jessie.