



WESTSIDE CITIES

- BEVERLY HILLS
- CULVER CITY
- LOS ANGELES
- SANTA MONICA
- WEST HOLLYWOOD
- COUNTY OF LOS ANGELES

ITEM 6 E

Sustainability Committee Meeting
October 16, 2008 11:00 AM
Santa Monica Main Library

Meeting Notes

I. Call to Order and Introductions

The meeting was called to order at 11:05 AM

Council Member McKeown welcomed all to the meeting and initiated self-introductions.

II. Follow-up Announcements: Governing Board Meeting of September 18, 2008

Mrs. Esser advised that the item referred from the Board was an expectation to receive recommendations from the Committee following the Committee's December or February meetings regarding sustainability related activities to be added to the COG's Work Program fro 2008-10.

III. Discussion RE: Sustainable Procurement Practices in the Westside Cities: City of Santa Monica to present Santa Monica's Policies/Practices

Mr. Karl Bruskotter, Environmental programs Analyst, City of Santa Monica, provided an overview of Santa Monica's sustainability procurement practices. He commented on the challenges facing the City of Santa Monica, noted that every purchase has an impact on the environment and then focused his comments on specific categories he believed of interest to those in attendance including: renewable energy products, electronic products, office supplies, the City's reduced emissions fuels policy, carpeting and flooring, furniture and targeted hazardous materials. He responded to questions and provided resources and references for products/product lines having met certain environmental criteria.

Discussion ensued regarding whether the COG-member jurisdictions had adopted formal environmental/sustainability procurement policies and whether procurement was a centralized or decentralized function.

Those in attendance advised that: Santa Monica's philosophy/policy emanates from the City Managers office and that purchasing pursuant to that policy is decentralized. Culver City advised that it does have a formal procurement policy and participates in the LAMPPA Cooperative. Margarita Lee referred all to the Green California website: www.green.ca.gov. Beverly Hills noted it as working on a Green Policy and noted that measurement of accomplishments/success is proving troublesome. LA advised that given the size and operating distinctions of functions/departments, that there was not a single uniform policy and that procurement practices were was decentralized.

All were requested to share copies of their sustainability purchasing policies and means/methods for measuring progress/success.

Council Member McKeown recommended that if not in place, each member jurisdiction adopt a sustainable purchasing policy. Council Member McKeown also commented on a new procurement of foods policy in Santa Monica and the success of the Santa Monica's

ban on Styrofoam food container products. Mayor Pro Tempore Land advised that West Hollywood also has a ban on Styrofoam products.

Brad Cox recommended that each jurisdiction include a preference to local manufacturers of goods to be purchased in its policy thereby strengthening the local economy and limiting the transport impact of goods shipped from elsewhere. Council member McKeown noted that Santa Monica does give a 1% preference to local vendors.

Council Member McKeown recommended each member jurisdiction identify an individual as contact to answer questions (or direct inquiries appropriately) regarding that jurisdiction's policies and practices. It was recommended that this item be referred to the City Manager/Executive Staff Committee for response.

Mayor Malsin recommended the COG work to develop a brand for its sustainability efforts and documents. He suggested and Members Land and McKeown agreed that the suggestion that staff collaborate to develop an effective branding tool for the WSCCOG be referred to the City Managers.

IV. Measuring the Carbon Footprint of/in Member Jurisdictions: How each member jurisdiction is measuring, or preparing to measure, its carbon footprint; where each member jurisdiction is in the process, and can we agree on a single approach

Jody Hall Esser reported on the process underway with the SBCCOG, through the use of consultant hired by the COG and funded with COG dues and contributions by each member city based on population, to measure the carbon footprint for each jurisdiction. The staff member hired by the COG works under the direction of a regular staff member: cost \$40,000. She advised that the effort is six months along, with approximately six months to finish. Lessons learned so far include: 1) Use Local Governments for Sustainability (ICLEI) - software and guidelines. ICLEI products are very user friendly and assists in helping users to think ahead; 2) Use existing data or update to existing data including that available from other organizations like SCAQMD, American Lung Association; and 3) Document everything--sources and how data was analyzed.

Mrs. Esser advised that she had checked with the organization and the COG is eligible to become a member of ICLEI.

V. Distribution and Review of Public Information/Education Materials Currently Being Used by Member Jurisdictions

Though member jurisdictions had been asked to bring copies of the pamphlets and brochures currently being distributed on subjects related to sustainability, it was decided that electronic sharing of these documents would be more efficient.

Mayor Malsin suggested the City Managers be asked to permit the COG-member jurisdictions to crib from each others' brochures. Mrs. Esser was asked to add this to the list of items to be discussed with the City Managers/Executive Staff committee.

VI. Receive and File

The following items were received and filed by consensus of the Committee Members.

- A. Draft Meeting Notes from September 18, 2008 Committee Meeting

- B. Environmentally Preferable Purchasing (EPP) Resources compiled by The Green Purchasing Institute
- C. Cool Foods Campaign and Center for Food Safety letter dated 10/6/08
- D. Letter regarding Solar Cities Meeting on 11/14/08, City of Santa Monica
- E. Culver City Sustainability related fliers/handouts
- F. West Hollywood Sustainability related fliers/handouts.

VII. Public Comment RE Items Not On the Agenda

Brad Cox encouraged the jurisdictions to pursue standard/uniform procurement best practices, retrofitting/HVAV and standards for green roofs rather than each adopting what could become a difficult hodge-podge of requirements.

Paul Herzog commented on LA City's construction materials re-use center in Pacoima and suggested a similar joint venture between the Westside cities. He stressed the importance of determining whether the public uses sustainability information provided them and commented on AB2466.

NOTE: Depending on the length of the agenda and number of individuals desiring to address the Committee, the time allotted for Public Comment may be limited.

VIII. Adjournment

The meeting was adjourned at 12:15 PM

IN ATTENDANCE:

Committee Members: Abbe Land, Co-Chair; Mayor Pro tem, City of West Hollywood
 Scott Malsin, Co-Chair; Mayor, City of Culver City
 Kevin McKeown, Co-Chair; Council member, City of Santa Monica

Staff: Beverly Hills: Cheryl Burnett
 Culver City: Shelly Wolfberg, Damian Skinner, Margarita Lee
 City of Los Angeles: Alex Fay, Craig Tranby
 County of Los Angeles: Ben Saltzman
 City of Santa Monica: Gordon Anderson, Karl Bruskotter
 West Hollywood: Lisa Marie Belsanti. Corri Planck
 WSCCOG: Jody Hall Esser

Other: Brad Cox, Trammell Crow Co; Paul Herzog (BCWTF Planning/Dev. Committee and Consultant)