

Washtenaw County Environmental Council

Tuesday, May 23

5:00 PM – 6:30 PM

Remote Meeting via Zoom

Join by Zoom: <https://zoom.us/join>

Join by phone: 1-312-626-6799

Meeting ID: 873 0013 5225

Passcode: 709275

AGENDA

1. Call to Order
2. Attendance
3. Approval of the Agenda
4. Approval of Meeting Minutes (5 Minutes)
 - a. April 25, 2023
5. Citizen Participation: (up to 4 minutes per speaker)
6. Council Responses to Citizen Participation
7. Special Presentations
 - a. None
8. Regular Business
 - a. Committees and Committee Reports
 - i. *Draft* Resolution Confirming the Funding Committee as a Special Committee of the WCEC, and Specifying the Planning Committee's Organization and Powers
 - ii. Discussion: Public Engagement Committee
 - b. Climate Action Plan
 - i. Staff Updates
 1. Staffing
 2. Budget
 3. Implementation Plan
 - ii. *Draft* Resolution Affirming Support for Urgent Implementation of the County's Historic, Bold Climate and Environmental Justice Action Plan, Resilient Washtenaw, Including Approval of a Budget, Retention of Staff, Allocation of Office Space and All Other Necessary Measures

9. New Business

- a. Building Projects and Energy Use
 - i. Jason Fee, Facilities Management Director

10. Communications and Reports

- A. Councilmembers
- B. Staff
 - a. Briefing: Tabling for Resilient Washtenaw
- C. Committees

11. Adjourn

Next meeting:

June 27, 2023

5:00 PM

Remote through Zoom

Washtenaw County Environmental Council

**Tuesday, April 25
5:00 PM – 6:30 PM
Remote Meeting via Zoom**

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APPROVED MINUTES

1. Call to Order
2. Attendance

Anne Brown	N	
Andrew Comai	N	
Michelle Deatrick	Y	Superior Township
Ruby Horton	N	
Gay MacGregor	Y	Dexter
Kris Olsson	N	Whitmore Lake
Yousef Rabhi	Y	Lansing, 5:06 PM
Avni Rao	Y	Pittsfield Township
Elizabeth Ratzloff	Y	Ypsilanti
Tim Redmond	N	
Katie Scott	Y	Ann Arbor, 5:12 PM
Annie Somerville	Y	Lansing
Theresa Tupacz	N	
Benjamin VanGessel	Y	Marquette
Lisa Wozniak	N	

3. Approval of the Agenda
4. Approval of Meeting Minutes (5 Minutes)
 - a. March 28, 2023
5. Citizen Participation: (up to 4 minutes per speaker)
 - a. Jason Fee
 - i. Introduce Mary Braun brings a great background to facilities and the county
 - ii. Experience working at UM and the Nonprofit Work

Commented [AD1]: Attach to Packet

- iii. May is the energy and sustainability coordinator, picking up on internal work associated with energy efficiency, recycling, sustainability initiatives
- iv. Helping with day to day operations.

6. Council Responses to Citizen Participation

7. Special Presentations

- a. None

8. Regular Business

a. Committees and Committee Reports

- i. Planning Committee Resolution read by Andrew DeLeeuw
- ii. Michelle wanted it to all be laid out on paper and referenced vote on finance committee
- iii. Question from Avni
 - 1. Was there anything that I missed besides this resolution and are they any other duties other than agenda prep that this committee would be tasked with?
 - a. Michelle answered- nothing else talked about in the last meeting, and the council would be mainly agenda prep and bylaw review.
- iv. Question from Liz
 - 1. If we change quorum in bylaws, could we add more members to this planning committee?
 - 2. Michelle- it would be a simple vote on changing the resolution
- v. Question from Tim
 - 1. Will there be a regular meeting for the planning committee? Tim is wondering if the committee should also be handling long term planning?
 - 2. Michelle- once a month to advise on the agenda. Michelle says yes, long term planning is involved.
- vi.

9. New Business

a. Draft Resiliency Office Job Descriptions Discussion

- i. Michelle- how do these jobs relate to each other?
 - 1. Andrew- they are set up similarly to the equity office, we have used this as a model. The jobs would sit within a resiliency office and report to the county administrator. We have thought through how this office interacts with facilities and parks.
- ii. Resiliency Officer
 - 1. Tim Redmond: Are these full-time jobs?
 - a. Andrew: In their draft form, yes. That is what is being proposed to the BOC.

2. Anne Brown: Are there any language used that they have experience working with diverse populations and inclusivity?
 - a. Andrew: Employment Qualifications piece has this.
 3. Liz Ratloff: Suggest inclusion of just transition which is related to EJ but is an important component
 - a. Andrew: Agreed.
 4. Liz Ratloff: Wondering what the timeline for hiring and the possibility of hiring someone on a contract basis to write grant opportunities?
 - a. Andrew: Will speak to that after he goes through all positions.
 5. Benjamin: Seeking grant writing experience or familiarity with fiduciary responsibilities?
 - a. Andrew: Yes- within the RO & Program Manager Position.
- iii. Program Manager
1. Yousef: Wondering what is envisioned for these positions as far as their status when it comes to labor?
 - a. Andrew: All non-union
 - b. Yousef believes at least one of these positions should be union
 2. Liz: Second Yousef on at least one of them being union position and wonders if we will post salaries when we post them?
- iv. Communication Coordinator
- v. General Questions
1. Yousef: Didn't hear too much talk about interaction between this council and the positions. How will decision making happen in collaboration with this body or with the BOC? How do flow of decisions occur?
 - a. Andrew: Accountable to the BOC in ways other roles like this are.
 2. Liz: Timeline?
 - a. Andrew: Ways to go before we will be ready for hiring. This is the first group that has seen the descriptions. We will then have to go through the process for preparing it to the board, then HR proposals, then funding for these positions. Maybe something to the board by July?
 3. Benjamin: Do you anticipate that these new hires would be directing contractor work?
 - a. Yes and no.
 4. Benjamin: Are members of this council available to be on panel interviews?
 - a. It would be great to have a single member participate.
 5. Liz: Given the timeline and urgency of the funding, can we hire a temp grant writer to not lose out on some of these funds?
 - a. Andrew: We want someone full time.
 6. Michelle: Would like to second the idea of a temp grant writer

vi. Action Item: Please send feedback on job descriptions to Andrew and cc Michelle within a week.

b. Climate Action Plan Update

c. Visibility Events: WCEC at NAACP Juneteenth Event

- i. Arose because we were asked if we wanted to table at their event on June 17th
 - 1. Avni- On board
 - 2. Benjamin: What are we seeking from events like this?
 - a. Liz: Seeking additional avenues for community engagement and the resilient Washtenaw plan
 - 3. Theresa: Make sure we are prepared to staff these events
 - 4. Avni: I think putting it out into the community is very needed.
 - 5. Michelle: Email me over the next few days if you are interested in a visibility committee.
 - 6. Benjamin: Does the resilient Washtenaw plan have marketing materials associated with it or can we provision or budget for them to be created for future events?
 - a. Andrew: We have some and a rudimentary website, but this is what staff would be able to help with.

10. Communications and Reports

A. Councilmembers

B. Staff

a. Introduction of Ashley Hall

b. WCEC Meeting Attendance

- i. Please keep absences to less than 3 without good reason

c. Printing and Supplies

- i. Andrew & Ashley will be able to pay for printing and available for helping with printing items

C. Committees

D. US Department of energy for geothermal in the Bryant Park neighborhood

a. City of Ann Arbor was awarded the grant

b. Residences and schools will be provided power through this program

11. Adjourn

Next meeting:
May 22, 2023
5:00 PM
Remote through Zoom

Washtenaw County Environmental Council

May 18, 2023

DRAFT - For consideration at the Tuesday, May 23 Meeting of the WCEC

Resolution Confirming the Funding Committee as a Special Committee of the WCEC, and Specifying the Funding Committee's Organization and Powers

WHEREAS, on November 18, 2018, the Washtenaw County Board of Commissioners ("BOC") established the Washtenaw County Environmental Council ("WCEC" or "Council"); and

WHEREAS, the Council was tasked with "developing recommendations for environmental policy and organizational recommendations for Washtenaw County government in order to: achieve net-zero emissions for County operations, reduce county contributions to climate change; protect the County's air, land, water, food network, and both mental and public health as related to the environment; and prioritize environmental justice, and intergenerational justice related to the environment"; and

WHEREAS, several other County entities created and authorized by the BOC, such as the Washtenaw County Food Policy Council, have created subcommittees to assist with and enable the work of the entity; and

WHEREAS, the WCEC is engaged in advising the BOC on the Resilient Washtenaw Plan, which was approved in 2022 by the BOC and is now entering the implementation phase, as well as in advising on other environmental justice and environmental matters as may be important from time to time; and

WHEREAS, substantial funding opportunities are currently, and will soon be, available to local governments as a result of the federal government's passage of the Chips and Science Act, the Bipartisan Infrastructure Act, the Inflation Reduction Act and more; and

WHEREAS, support and advice to the WCEC as a whole and to County staff on funding opportunities and on grant applications in the arena of climate and environmental justice is very likely to be helpful to any County staff or consultants, especially as they are first engaged in this work, and to ensuring that grant applications are made that support Resilient Washtenaw's environmental justice, just transition, and public engagement goals; and

WHEREAS, the WCEC's Bylaws specify that the Council is charged with creating Council committees to help conduct the work of the Council;

THEREFORE, the Council confirms the creation of a special subcommittee, to be called the "Funding Committee," which will act in an advisory capacity to the Chair of the WCEC and to the WCEC, as well as to County staff as appropriate; and

THEREFORE, the Funding Committee, as a special subcommittee, sunsets at the next election of Council leadership unless renewed by vote of the Council at that time; and

THEREFORE, the Funding Committee is comprised of at least two (2) members and no more than four (4) members of the WCEC, to include the WCEC Chairperson or the WCEC Vice Chairperson, with the other members and the Funding Committee Chair to be appointed by the Chairperson; and

THEREFORE, the Funding Committee is tasked as the following description provides:

The County's goals are to reach carbon neutrality by 2030 for county operations and by 2035 for the entire County. This leaves little time for the County to implement the Resilient Washtenaw climate action plan; the funding committee can help the County jump start its work and then assist as the work continues..The funding committee's goal is to provide support, assistance and advice to the Washtenaw County Board of Commissioners, staff, and the Resilient Washtenaw project in taking advantage of the myriad funding opportunities created through current federal and state climate legislation.

The committee will create a database of these opportunities to help the County decide which opportunities to pursue. The committee will also provide support to the County as it pursues funding, including gathering information for and reviewing grant proposals. The committee will report regularly to the WCEC at meetings and to the WCEC Chair and the Board of Commissioners as requested. At all times, the Funding Committee operates under the direction of the WCEC which in turn operates under the direction of the Washtenaw County Board of Commissioners.

Washtenaw County Environmental Council

May 19, 2023

DRAFT - For consideration at the Tuesday, May 23 Meeting of the WCEC

Resolution Affirming Support by the Washtenaw County Environmental Council For Urgent Implementation of the County's Historic, Bold Climate and Environmental Justice Action Plan, Resilient Washtenaw, Including Approval of a Budget, Retention of Staff, Allocation of Office Space and All Other Necessary Measures

WHEREAS, on November 18, 2018, the Washtenaw County Board of Commissioners ("BOC") established the Washtenaw County Environmental Council ("WCEC" or "Council"); and

WHEREAS, the Council was tasked with "developing recommendations for environmental policy and organizational recommendations for Washtenaw County government in order to: achieve net-zero emissions for County operations, reduce county contributions to climate change; protect the County's air, land, water, food network, and both mental and public health as related to the environment; and prioritize environmental justice, and intergenerational justice related to the environment"; and

WHEREAS, the WCEC has been and is engaged in advising the BOC on the Resilient Washtenaw Plan, which is a plan to achieve net-zero carbon emissions for County operations by 2030 and net-zero carbon emissions for the entire County by 2035, while elevating principles of racial equity and environmental justice, support for public health, a just transition for workers and communities, a resilient economy, community partnerships and support, and public communication and engagement; and

WHEREAS, Resilient Washtenaw and urgent action by the County are more important than ever, as the climate and environmental justice crises are escalating at the local, national and global levels, with greenhouse gas pollution being the direct cause of harms to people and planet, including in Michigan and in Washtenaw County, where harms to health, livelihoods, the economy, and more include torrential rain events, flooding, increases in tick and other vector-borne diseases, damage to food systems and farms, heat waves, and threats to biodiversity, with Black, Brown, Indigenous and low-income communities and people disproportionately harmed; and

WHEREAS, the Resilient Washtenaw plan commits the County to implementation beginning in 2023, as is necessary to achieve its emissions reduction goals, including but not limited to these initiatives to be *completed* in 2023: creation of a climate education and outreach program by 2023; identification of target areas for weatherization, solar and building electrification; identification and tracking of methane capture opportunities; creation of interlocal agreement and public outreach plan for a county-wide energy concierge, development of relevant service provider database; development of training and enforcement programs to ensure compliance with updated energy building codes; ensuring all new construction planned beginning in 2023 is all-electric, renewable energy ready, and EV ready; creation of an emissions formula for all new developments in the County integration of the formula into review process for new housing developments; and

WHEREAS, the Resilient Washtenaw plan committed the County to numerous goals for 2024 with long lead times, including most saliently the creation of a Regional Resilience Authority, to bring together the 28 units of local governments, nonprofits, and local and regional labor for collaborative work, and which is responsible for a large portion of the initiatives in Resilient Washtenaw related to housing, emissions, transit, heat island reduction and more; and

WHEREAS, implementation and development of Resilient Washtenaw requires commitments to budget, staff, and infrastructure including office space and equipment; and

WHEREAS, numerous opportunities for grants and other funding directly supportive of the goals of Resilient Washtenaw are currently available and are becoming available through federal and state government programs, especially those related to the Bipartisan Infrastructure Act and the Inflation Reduction Act, and many of these opportunities have deadlines in 2023 and 2024, with some deadlines having already passed;

THEREFORE, the Washtenaw County Environmental Council recommends that the Board of Commissioners work with urgency to determine and allocate budget for implementation of Resilient Washtenaw as soon as practicable, during 2023, in order to enable necessary staffing and support for that staff; and

THEREFORE, the WCEC recommends that the BOC direct County Administration to proceed without delay to hire three staff members as described in the job descriptions developed by County staff: a Chief Resilience Officer, a Program Officer, and a Communications Coordinator Resilience Officer, with a goal of hiring being completed within six months; and

THEREFORE, due to the historic current grant and funding opportunities, Resilient Washtenaw's 2023 commitments, and the lead time involved in hiring staff, the WCEC recommends that the BOC direct County Administration to seek a short-term (no more than six months) contract grant writer to identify, track and write grant applications relevant to Resilient Washtenaw, as well as to assist jurisdictions that will be part of the Regional Resilience Authority as they develop grant applications; and

THEREFORE, the WCEC recommends that the BOC direct County Administration to identify office space for a contractor in the short-term and for a Sustainability Office and staff, and to take all other necessary measures to expedite implementation of the County's Resilient Washtenaw plan according to the schedule in that plan and previously approved by the BOC.



Facilities Management Environmental Council Update

Jason Fee FM Director

Mary Braun Energy and Sustainability Coordinator

May 23, 2023



Agenda

- Recap of what we have been doing last few years
- Current active items
- Future items
- Questions

LED Project Exterior

LED Exterior lighting

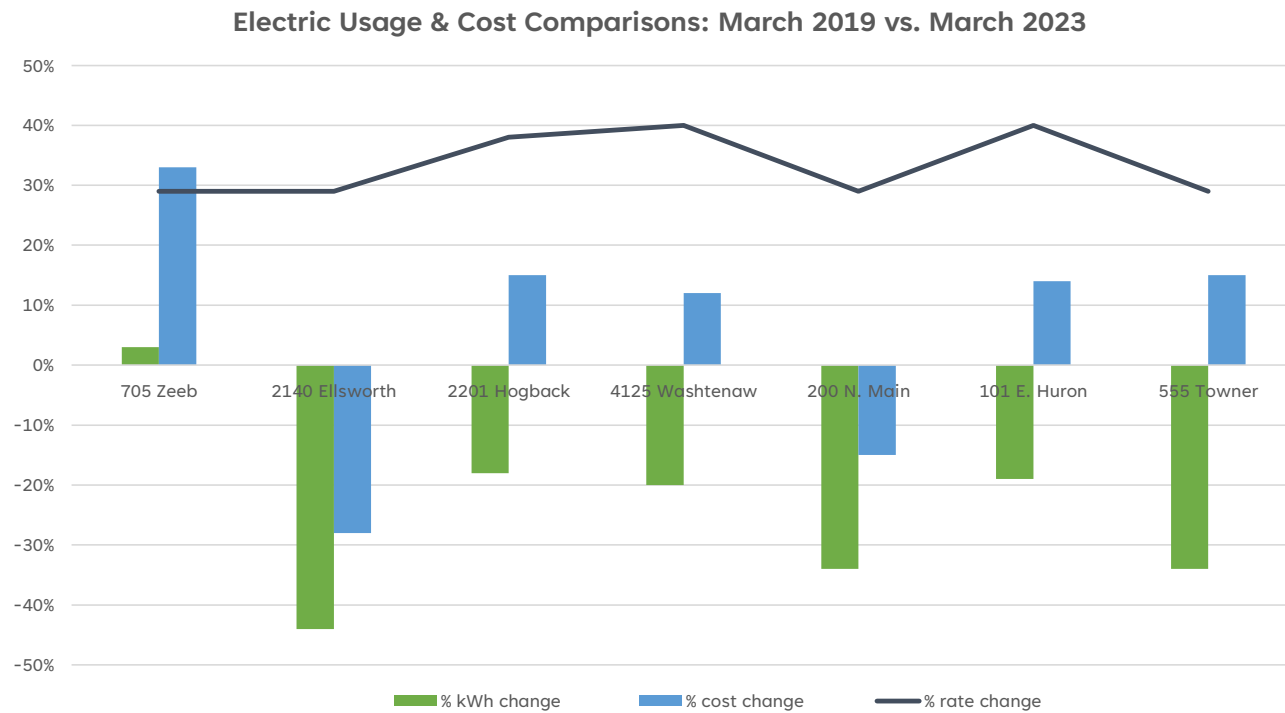
- All exterior lights were changed over prior 2020
- We also have several motion sensors installed on everything from parking lot lights to stairway lights
- Some of our earliest LED project will be coming up for replacement in the next few years

LED Project Interior

LED Interior lighting

- Approved by BOC Late 2020
 - We are behind on our original schedule
- We are working toward completion and should have last building complete end of June
- We are doing a punch list to catch any rooms we may have missed

Electric Use



Misc. Energy and Sustainability Items

- Enhance our use of Building Management System (BMS)
 - Review and audit operating hours
 - Added select utility meters to system
- Central color-coded collection for trash/recycling
- Upgrade building equipment efficiency as those age out
- Two vermiculture pilot projects

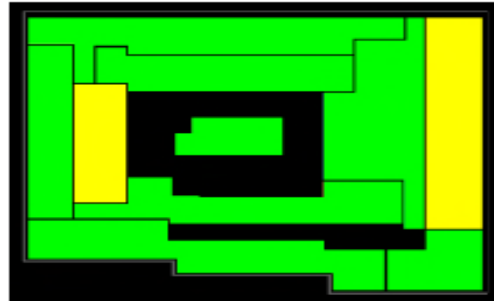
Misc. Energy and Sustainability Items

- Installation of rain gardens
- Continued to install variable frequency drives (VFD) on large mechanical equipment (fans and pumps)
- Partnered with all utility providers – notifications (YUCA)
 - Focus on water consumption and monitoring
 - Also closely monitoring metering invoicing and ongoing utility operations



71.4 °F

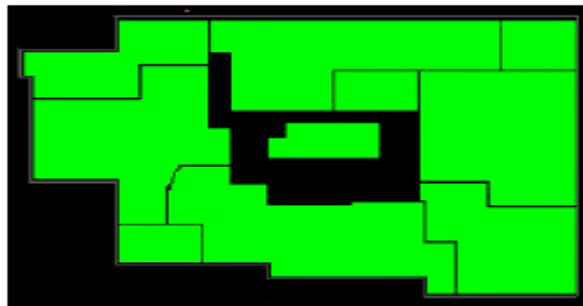
200 North Main



Floor 3



Floor 4



Floor 2



Basement

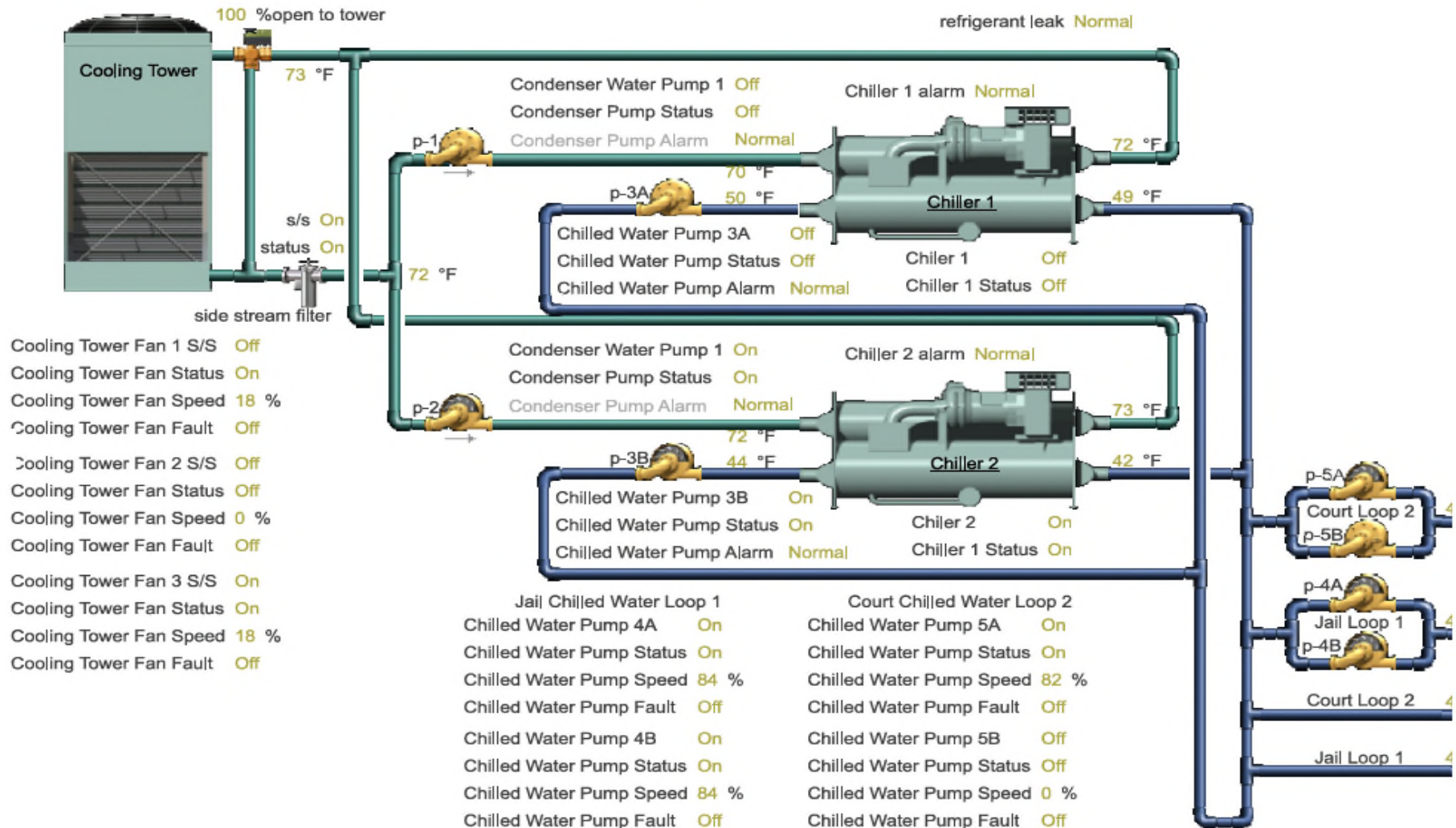


Floor 1



alarm cooler cool ideal warm warmer alarm

Chiller Plant





Electric Energy Meter

power		voltage across phases		current per phase	
kW-A	17.18	A - B	497.53	A	76.18 A
kW-B	19.10	B - C	497.56	B	83.56 A
kW-C	19.55	C - A	499.28	C	81.25 A
kva	39.61	A - N	283.70	AVG	80.06 A
kwh	5102912.50	B - N	283.81	power factor A	0.79
		C - N	282.14	power factor B	0.80
				power factor C	0.84

kw Total| 55.48

	usage	peak demand	time and date of peak
today	522 kWh	75 kW	2:17 PM 5/15/2023
previous day	589 kWh	51 kW	1:30 PM 5/14/2023
	X	X	
month-to-date	7852 kWh	92 kW	12:33 PM 5/11/2023
previous month	15214 kWh	80 kW	2:12 PM 4/12/2023
	X	X	
year-to-date	69867 kWh	92 kW	12:33 PM 5/11/2023
previous year	38116 kWh	75 kW	2:39 PM 10/24/2022

DTE Pilot Energy Manager

- Pilot program that has been in place for many years for Industrial users
- Help us to identify opportunities for energy waste reduction
- Energy Management handbook in process
- Energy project toolbox
 - Recommend Projects
 - Dashboards
 - Checklists
- We have taken advantage of DTE data – Energy star automation

Saline Court Expansion Project

- Internal concept expansion plan was developed in conjunction with District Court and Sheriff Staff
- LED lighting has already been upgraded
- In alignment with climate goals the completed project will be an all-electric facility and will be powered up with onsite solar panels
- Architecture kick off meeting took place on May 15th



County Wide Space Plan

- County Wide study of all WC facilities
- Project Goals include :
 - Appropriate size spaces, types, locations and proximities
 - High volume of feedback from internal and external stakeholders
 - Right size infrastructure to be maintained withing existing budgets
 - 10-year road map of space needs

Ongoing Fleet work

- In the process of replacing our first-generation EV chargers
- Looking at putting together an RFI for options and costs to implement a phased charging network
- Research best practices around ICE to EV transition
- Discussions with departments on hybrid and EV options
- Internal discussions on how we transition our fleet funding model



Upcoming items

- Resilient Washtenaw implementation
- County Space plan projects
- Policy, procedure and standard updates
- Next steps on Community geothermal grant partnership with AA
- Continue working on transition to EV Fleet



Questions?

Thank you

Environmentally Sound Operations

	Washtenaw County Policy		
Title: Environmentally Sound Operations	Enabling Resolution: 06-0123	Supersedes:	Effective Date: 6-7-2006

I. APPLICATION:

This policy shall govern the business operations of Washtenaw County, such as the purchasing of goods and services, and the management of facilities and grounds.

II. GENERAL POLICIES:

A. Waste reduction, reuse, and recycling

The County shall divert the maximum amount of solid waste material to recycling and reuse. A budget shall be maintained within Support Services to fund the recycling of paper, cardboard, electronics, containers, plastics, construction and demolition debris, printer/toner cartridges, and any other recyclable material produced as a result of business operations.

B. Environmentally preferable purchasing

The County shall support the purchase of environmentally preferable products through the Environmentally Preferable Products (EPP) section of the procurement policy. Departments shall refer to the Environmentally Preferable Purchasing procedures for guidance specific to their area of interest and need. In addition, the County shall strive to purchase renewable energy as part of its energy procurement operations and have 20 percent of the County's energy consumption come from renewable energy sources by 2010. Further, Facilities Management shall strive to include alternative fuel and clean technologies in the County's vehicular fleet and new equipment purchased by County departments shall be Energy Star compliant where applicable.

C. County facility operations and maintenance

Washtenaw County shall prioritize environmentally sustainable principles in the construction, operation, maintenance, and disposition of facilities. The total cost of ownership shall guide the decision-making process among competing products and services, with the intent that environmental impacts shall be quantified wherever possible, in order to be considered as part of the total cost of ownership. The County recognizes that true analysis considers the value of environmental sustainability as well as the monetary cost of a practice, product, or service.

D. Grounds maintenance

The use of synthetic herbicides, pesticides, and fertilizers, shall be reduced or eliminated wherever possible, and environmental impacts shall be considered when evaluating and selecting cleaning products. The precautionary principle shall be employed in evaluating the risks and benefits of product application.

E. Environmentally preferable practices

County employees shall practice environmentally preferable behaviors on an individual basis in order to support the organizational goal of limiting the negative environmental impacts of doing business.

F. Energy Conservation

Facilities Management and all County employees shall strive to reduce the consumption of energy in the conduct of business, in order to reduce operating costs as well as the environmental impact of emissions created in energy production and consumption. Energy conservation practices shall include but not be limited to: carpooling and/or using public transportation during the conduction of daily County business, turning off lights and appliances when not in use and at the end of the workday, enabling power saving modes on office equipment, turning off equipment in the office at the end of the workday, maintaining thermostat settings and temperature standards, not using personal heating or cooling equipment, keeping doors and windows shut, and reporting all building comfort-related problems to the Help Desk.

G. Leadership in Energy and Environmental Design (LEED)

The County shall achieve a minimum LEED “Certified” level as set out in the United States Green Building Council’s LEED standards for all new and major retrofitted County facilities whose size equals or exceeds

5,000 gross square feet and/or whose cost equals or exceeds \$1,000,000. A full report including detailed information about the measures proposed to obtain LEED certification and all attendant costs will be presented to the Board before the project commences.

III. DEFINITIONS:

A. “Environmentally preferable purchasing” shall mean the purchase of products and services that have lesser or reduced harmful effect on human health and the environment when compared with similar products and services. This comparison may consider raw material acquisition, production, manufacturing, packaging, distribution, reuse, operation, maintenance, and/or disposal of the product.

B. “Post-consumer materials” shall mean recovered materials that were generated by a business or consumer, have served their intended end use(s), and have been separated or diverted from the solid waste stream for the purpose of recycling.

C. “Environmentally sustainable principles” shall include energy efficiency, pollution prevention, water conservation, greenfield preservation, waste reduction, and materials reuse and recycling.

D. “Total cost of ownership” (also “life cycle cost”) shall indicate the process used to calculate the cost of a product from manufacture through disposal.

E. “Precautionary principle” shall refer to the ethic holding that if an activity raises threats of harm to human health or the environment, precautionary measures should be taken even if some cause and effect relationships are not fully established scientifically. Application of the precautionary principle involves an examination of a full range of alternatives, including no action.

F. “Renewable Energy” shall refer to energy derived directly from the sun, wind, geothermal, hydroelectric, wave, or tidal energy, hydrogen, or on biomass or biomass-based waste products, including landfill gas. A renewable energy technology does not rely on energy resources derived from fossil fuels, or waste products from inorganic sources.

G. “LEED” shall mean Leadership in Energy and Environmental Design, a Green Building Rating System® created by the United States Green Building Council that is a national standard for developing high-performance, sustainable buildings.

