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Ellington E. Churchill, Jr.
Secretary

MARYLAND DEPARTMENT OF GENERAL SERVICES

FACILITIES OPERATIONS & MAINTENANCE • FACILITIES PLANNING, DESIGN, CONSTRUCTION & ENERGY
PROCUREMENT & LOGISTICS • REAL ESTATE

Maryland Green Purchasing Committee Meeting

Thursday November 8, 2018, 10:00 A.M.

301 W. Preston St. Suite 1400, Executive Conference Room
Baltimore, MD

Purpose: Quarterly meeting of the Maryland Green Purchasing Committee

Attendees:

Ellington Churchill, DGS
Lauren Buckler, DGS
Emily Soontornsarathool, DGS
Allegra Daye, DGS
Calvin Gladden, DGS
Rose Odametey, DGS
Ellen Robertson, DGS

Susanne Brogan, Treasury
Joseph Consoli, DBM
Joseph O. Eccleston, DPSCS
Dinesh Gandhi, MDE
Patrice Johnson, MDH
Mary Huffman, DNR
Carla Thompson, DoIT (by phone)
Kierstin Turnock, American Chemistry
Council

Minutes:

I. Opening Remarks – Secretary Churchill

- DGS Secretary Churchill opened the meeting by welcoming the Green Purchasing Committee and thanking them for their efforts. Secretary Churchill looks forward to the Committee's renewed efforts. He encourage members to bring new energy and ideas to the Committee that will benefit the State of Maryland.

II. Introductions

- All attendees introduced themselves as either as new or returning members of the Green Purchasing Committee.
- Emily Soontornsarathool introduced the newly formed team from DGS. Emily will facilitate meetings as the Secretary's Designee. Rose Odametey will serve as GPC staff, Calvin Gladden and Allegra Daye will represent DGS Procurement, and Ellen Robertson will serve as Legislative Liaison.

III. Brief History of Green Purchasing – Lauren Buckler

- DGS Assistant Secretary Lauren Buckler provided a brief background on the activities of the Green Purchasing Committee. The Maryland Green Purchasing Committee is an

interagency committee created by the Green Maryland Act of 2010 and tasked with providing the State with education and training promoting environmentally preferable purchasing. The Committee had a robust beginning and has developed a number of resources over the years including specifications and best practices. Lauren noted she looks forward to the opportunities the new and existing members will bring to the Green Purchasing Committee.

IV. Sub-Committees

- Members reviewed previous sub-committees (Specifications, Strategy, Reporting, Energy, Policy/Legislative) and identified new potential new sub-committees.

The following sub-committees were formed:

A. Specifications

- An ongoing sub-committee formed to review, revise, and draft specifications for procuring environmentally preferable products.
- Members: Mary Huffman, (DNR), Ellen Robertson (DGS), Allegra Daye (DGS), Calvin Gladden (DGS), Emily Soontornsaratool (DGS)
- Initial tasks will be to review published specifications to identify any revisions that need to be made.
- Calvin Gladden, Allegra Day, Emily Soontornsaratool and Joseph Consoli will work on a new vehicle specification and present in the 2/14/19 meeting.
- In the future the sub-committee will also review expiring and forecasted procurements to determine new opportunities.

B. Policy/Legislative

- An ongoing sub-committee will report out on legislation and potential legislation of interest and/or consequence to the GPC.
- Membership: Ellen Robertson (DGS)

C. Education & Outreach

- A future sub-committee will focus on educating, training and communicating information about the GPC.
- There is a need to educate State agencies and ensure information is easily accessible.
- A survey will be a useful tool for gathering information on needs from the Agencies.
- The GPC will also coordinate efforts with other groups with common goals such as: Maryland Climate Change Committee (MCCC), Green Building Council (GBC), Senior Procurement Advisory Group (SPAG), Maryland Electric Vehicle Infrastructure Council (EVIC), and others.
- Membership to be determined.

D. GPC Roadmap (Adhoc)

- An adhoc sub-committee dedicated to planning a path forward for the Green Purchasing Committee. The purpose will be to identify goals, activities, and strategy for revitalized green purchasing initiatives in Maryland.
- Members: Emily Soontornsaratool (DGS), Joe Consoli (DBM)

E. Earth Day event planning (Adhoc)

- An adhoc sub-committee will be dedicated to the planning of an outreach event for Earth Day 2019.
- The goal of the event will be to hold a vendor fair to bring attention to activities of the GPC and familiarize using agencies with vendors on contract who provide green products.
- Members include: Rose Odametey (DGS), Emily Soontornsaratool (DGS), Patrice Johnson (MDH)
- Sub-committees will conduct activities by phone and virtually (email, Google docs, etc.).
- Sub-committees will report out on progress at the quarterly GPC meetings.

V. Existing Specifications and Resources

- The Committee reviewed existing specifications and resources published on DGS website. These specifications and resources will need to be updated. Committee members will revise the specifications. It was agreed to reach out to subject matter experts as necessary to revise specifications.

VI. DGS Procurements

- Office Supplies. Calvin Gladden discussed the Inter-Governmental Cooperative Purchasing Agreement (ICPA) agreements for office supplies that will be expiring next year. Calvin suggests having vendor websites filtered to show green products by default to ensure that agencies looking to buy office supplies see green products easily and quickly.
- Electric Vehicle Charging Stations. Calvin informed the GPC that there are two new BPOs for Electric Vehicle charging stations. These contracts were awarded to Lilypad and Greenlots last month and will expire 2021.
- Joseph Consoli participates in the EVIC and could assist with communicating information on EV charging stations in an upcoming meeting with that group.

VII. Review Specifications – Tires, asphalt, office furniture, and vehicles

- Emily Soontornsaratool informed the group of several draft specifications that the Committee may want to revisit including for tires, asphalt, and office furniture. It was agreed that the Committee will begin with reviewing and updating existing specifications as priority.

VIII. Procurement Reform

- Secretary Churchill discussed the State's procurement reform that will combine DGS, DoIT, and DBM's procurement arms into a centralized procurement entity. Secretary Churchill informed the group that the GPC can play a role in advising and educating this new group of procurement professionals on environmentally preferable products and services.

IX. The next meeting will be held **February 14, 2019, 10:00 A.M.** at the Maryland Department of General Services, Executive Conference Room, 14th Floor, 301 W. Preston St., Baltimore, MD 21201.

Respectfully Submitted,

Emily Soontornsaratool
Designee, Green Purchasing Committee