# Maryland Green Purchasing Committee Meeting

**Thursday Aug 11, 2022, 10:00 A.M.**
**Virtually Held**

**Purpose:** Quarterly Meeting of the Maryland Green Purchasing Committee (GPC)
**Attendees:**

Emily Soontornsaratool, DGS*
Kshirajaa Ramesh, DGS**
Sam Linton, DGS**
Christy Bujnovsky, MDE
Deborah Cook-Slade, DHS
Cheryl Cooper, MMCC
Nicole Copeland, DPSCS
Shae Cronin, DGS
Sabrina Fields, MDH
Shirelle Green, DHS
Monica Hariri, MDH
Jacqueline Harrison, MDE
Thomas Hickey, USM*
Nakia Howell, MDH
Rod Johnson, DGS
Timothy Kerr, MDE
Joanna Kille, STO*
Hugo Lam, MDOT
Eddie Lukemire, MDOT*
Ryan McApline, MDOT
Shannon McDonald, MDE
Wendy Nabb, MDH
Cathie Nash, DJS
Victoria Nellis, MDEC
Cindy Osorto, MDE
Joana Pei, DPSCS
Felena Robinson, DHS
Ellen Robertson, DGS
Marsha Rowe, STO
Amanda Sadler, DHCD
Yolanda Waugh, DHS
Krystal White, DPSCS
Carol Wilson, MDH
Peter Banwell, EPA
Nina Baxter, Towson University
Shawn Campbell, Seaboard Asphalt
Debbie Groat, Baltimore Metro
Jacob Harrison, Grainger
Richard Keller, Baltimore County
Arhea Lazzelle, BISM
Patricia Watson, Towson University
Marie Weber, Towson University

*Designee

**Staff

**Minutes:**

I. Welcome and Introductions

- Emily Soontornsaratool welcomed Committee members and attendees and reviewed virtual meeting logistics.

II. Approval of Meeting Minutes

- Joanna Kille motioned to approve meeting minutes from the May 12, 2022 GPC Quarterly Meeting. Tom Hickey seconded the motion, and the minutes were approved.

III. Member Announcements

- No new announcements were given.

IV. Review of New MCE Catalog – Nicole Copeland

- Nicole Copeland of Maryland Correctional Enterprises (MCE) shared a video of a past offender's stories explaining their skill development and workforce preparation through MCE has helped their employability after release. The stories can be found here.
- The new catalog can be downloaded on MCE's website or the procurement website.
    i. The shopping button links in the catalog made it user friendly and interactive for clients.
    ii. 140+ products of a wide range were removed. MCE is currently working with vendors to find more environmentally preferable products to add to the catalog.
    iii. Green Seal and SCS global certifications were added to several products.

V. Presentation: Maryland Recycling Marketing Development by Tim Kerr & Shannon McDonald, MDE.

- HB164 passed in 2021 – provided by Tim Kerr.
    i. The bill is a marketing economic package to increase the market and use for recycling materials and investigates new opportunities for materials to be reused or repaired. It also requires the state to find other sources and markets for material that are not easily recycled, specifically products that cannot be separated into one single material.
        - Paper, glass, and aluminum are common items used that need an increase in recycling markets.
        - Tim addressed the impacts of contaminated waste materials as they were hauled and unloaded at the MRF (Material Recovery Facility). The contamination slows production at the MRF and decreases the recycling rate.
    ii. MDE is in the process of listing places in the State that donate materials for reuse and reaching out to business organizations in the state that can use the recycled materials.
- HB0164 Provisions - provided by Shannon McDonald
    i. Currently investigating different applications for best practices of sharing recycling resources.
        - Recycling Market Development Zone in CA was used as a reference to co-locate businesses using recycled materials.
    ii. Examining the grant opportunities and funding mechanisms for opening or reopening recycling businesses.
    iii. Establishing a recycling campaign Maryland is Open for Recycling Business to increase the state's opportunities for recycling.
    iv. MDE and DGS are working together on creating the correct language and technical services for recycling efforts; other agencies involved are MDC, MES, and MDOT-SHA.
    v. Future stakeholder meetings and public outreach.

- Shannon stated MDE is looking at agencies with excess supplies that can possibly donate, resell, or give to another organization that needs it, for cost saving purposes. Emily Soontornsaratool mentioned looking into interagency transfers on the list of commodities and the possibility of material transfer through state surplus properties. There is a State and Federal surplus program.
- Cindy Osorto asked about plastic bags pollution and if the bill confronts that issue.
    1) The bill requires that the state make recommendations to reduce contamination of recycled materials, however plastic bags were not specifically listed.

vi. Shannon extended the invitation to reach out with thoughts and ideas on the MDE interest list .

VI. Grainger Demo – by Jacob Harrison

- Jacob Harrison of Grainer provided a demonstration of a new feature on their online catalog, that allows Maryland buyers to see when products meet Maryland's standards for being considered green.
- The purpose of the changes is to make it easier for the consumer to filter what products are green. This filter is now available on this page of their website.
    i. Over 50,000+ products certified green.
    ii. Users can see an "M" logo designating the item as passing the Maryland GPC's standards for green products.
- Grainger offers recycling kits for lamps, batteries, and other hard-to-recycle products. A local vendor will facilitate the disposal of these materials.
- Introduced their green services to other agencies.
    i. Grainger is looking to create a system on the website for recommending green products.
- Contact Jacob Harrison with specific questions or account setup.

VII. Quarterly Activities – update provided by Emily Soontornsaratool.

- New staff - Sam Linton was introduced as the new Green Purchasing Data Coordinator in the Office of Energy & Sustainability.
- Green awards – update provided by Kshirajaa Ramesh.
  i. State Electronics Challenge - Silver. EPEAT Purchaser Award 3 stars.
    - These awards have been received for 3 years in a row. It is the first time the EPEAT Purchaser award has been given with 3 stars (for 3 categories, the last being servers).
    - Kshirajaa announced it is the last year the State Electronics Challenge award will be offered.
- CMPO "Green Purchasing Specialist" training program pilot – provided by Emily Soontornsaratool.
  i. Live green purchasing training modules for certified Maryland Procurement Officers (CMPOs). This training introduces how to create a green contract. There were 19 graduates from the program. Emily reported that most of the class had positive reviews, saying they learned very much about green purchasing.
    - The adjustments for the next round of classes will contain more modules to allow for more group discussions. This program will be done on an annual basis, tentatively starting in the summer of 2023.
- Cooperative Green Janitorial Supplies Contract – provided by Kshirajaa Ramesh.
  i. "Environmentally Preferable Cleaning Products, Programs, Equipment and Supplies" is a new cooperative purchasing contract of green-only janitorial supplies, led by the Commonwealth of Massachusetts.
  ii. All products on this contract are considered by the State of Maryland to be environmentally preferable.
  iii. State agencies are required to purchase janitorial products from BISM and MCE first. However, many janitorial products that are not offered by BISM or MCE may be purchased off of the new cooperative contract. This contract is now listed on the webpage on Green Janitorial Supplies..
- GPC 2022 Annual Report – provided by Kshirajaa Ramesh.

i. The statutory deadline for the report to be submitted to the General Assembly has been changed toDecember 31, 2022.

ii. The deadline for agency reporting is August 12, 2022. Currently, 15 agencies (20%) have submitted data; and only partial data has been received for the FY2022.

- The green purchasing team is asking agencies to update the environmental attributes to their green products.

iii. The total spend and commodity spend from agencies is due October 14, 2022.

- Only agency level contracts are needed, and not state-level contracts.

iv. Vendors have improved their responsiveness and accuracy in data reporting with 62% of vendor data reported for the FY2022.

- Kshirajaa invited agencies and vendors to share any sustainability success stories, so it can be promoted in the annual report.

- Low Carbon Concrete – update provided by Kshirajaa Ramesh.

  i. RMI has a proposed specification for the state of Maryland to adopt. They are providing their technical support to DGS for state procurements of concrete.

  ii. The green purchasing team is in the process of gathering information on best practices, and reviewing EPDs that are relative to RMI's specifications for low carbon concrete. This is a future initiative in its early stages of development.

VIII. FY2023 Goals and Planning Update – provided by Emily Soontornsaratool.

- FY23 draft plan was shared with the designees in the meeting. Two planning meetings were held brainstorming goals and ideas for FY2023.

- Seven goals were drafted for FY2023.

  1. Establish a robust library of specifications.
     - Updating specifications for these categories: flooring, food service ware, plants, sealants, and office supplies as a result of newly

passed laws.

2. Communicate the benefits of green purchasing.
3. Continue to provide training and learning opportunities.
4. Recognize agencies for their green purchasing successes.
5. Simplify the green purchasing process for procurement staff & purchasers.
    - Institutionalize green purchasing within the procurement process.
    - Automating the inclusion of green specifications in eMMA to make it more convenient for procurement officers and vendors.
        - Ryan McAlpine mentioned his engineering office has a specification tool to import for contracts that keeps everything up to date. Kshirajaa Ramesh replied by referring to the EPP specification index on the website, and expressed the opportunity to communicate new specifications that have been updated.

6. Promote the development of recycled content markets
7. Continue to engage and support vendors to increase awareness and compliance

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ii. Institutionalize green purchasing within the procurement process. Automating the inclusion of green specifications in eMMA to make it more convenient for procurement officers and vendors.

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iii. Promote recycled content markets.

- Eddie Lukemire asked how to allocate the funds needed for developing these markets. Shannon McDonald answered that MDE is looking at other state's strategies. There's an opportunity to find investors to help jump-start the program. Emily Soontornsaratool suggested that some state vendors that sell EP products could be potential investors.

- There are 21 identified projects for FY2023 that cover reporting, programming development, specifications and tools, training, and partnerships.

IX. Specifications Update – provided by Kshirajaa Ramesh

- The EV charging equipment specification motioned to approve. Tom Hickey approved the motion. Eddie Lukemire seconded the motion.

X. Open Discussion

- Nicole Copeland of MCE suggested that the GPC should have a presence at conferences, especially MACO and MML.
- Ryan McAlpine asked about training adaptation to meet the needs of construction maintenance staff. Emily Soontornsaratool mentioned some upcoming training for facility staff that the DGS Office of Energy & Sustainability will provide. .
- Joanna Kille added that Maryland green purchasing efforts deserve more overall publicity.

XI. Upcoming Activities – provided by Emily Soontornsaratool

- Green Purchasing office hours (virtual) – Friday, September 9, 10:00-11:00am. Office hours will be held on the second Friday of every month.
- National Drive Electric Week, electric vehicle driver training for new users – September 26, 1:00-3:00pm in Annapolis.

- Material Recovery Facility (MRF) tour September 7, 2022, 10:00am at Central Acceptance Facility. Attendees interested in reserving a spot are to contact Sam Linton.
- The Maryland Business Opportunity Summit will include a Green Purchasing session for vendors on October 31, 2022, 2:45-3:45pm at Turf Valley Conference Center. Located at 2700 Turf Valley Road, Ellicott City, MD 21042.

XII. Conclude

- Emily thanked all the attendees and the meeting was adjourned.

Respectfully Submitted,

Kshirajaa Ramesh
Staff, MD Green Purchasing Committee

Emily Soontornsaratool
Designee, MD Green Purchasing Committee