



San Joaquin County Environmentally Preferable Purchasing 2012 Annual Report

ACKNOWLEDGEMENTS

The San Joaquin County Green Committee would like to acknowledge and thank all County Departments who participated in the Green Committee meetings this past year and who assisted in providing input through the process of creating this report.

Special thanks to the numerous County staff who, as employees of the County, go about their jobs with an awareness of being “green” and sustainable, first as an individual making conscious choices to be sustainable and secondly realizing they are part of the County team and members of the community whose role is to lead by example and execute green practices in thought and deed.

Special thanks to the various department committee members who take on the work of managing meeting minutes, organizing departmental green focused sub-committees, arranging for guest speakers, and providing great work and leadership on various sub-committees including website, social media, newsletter, and more.

And finally, a thank you to the County Board of Supervisors and the CAO's office for allowing for the creation of the Green Committee and demonstrating to the citizens of San Joaquin County that they share an interest in helping to attain a sustainable future for San Joaquin County.

Note: In order to reduce the number of paper copies printed, this report is being made available for viewing online as part of the Board of Supervisors Agenda for April 2, 2013 and will be available at <http://www.co.san-joaquin.ca.us/green/default.aspx>

Pictured on the cover (top/bottom): the solar array on the rooftop of the San Joaquin County Administration Building and the front of the County Administration Building.

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San Joaquin County

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Executive Summary

San Joaquin County's "Green" Environmentally Preferable Purchasing Policy, adopted in February 2008, sets forth practices that promote environmental sustainability. Program objectives include the reduction of waste by increasing product efficiency and effectiveness; procuring products and services that minimize environmental impacts at work and within the community; and purchasing products (where practicable) which include recycled content, conserve resources, and reduce greenhouse gas emissions/carbon footprint. The County adopted this policy in collaboration with other civic and public agencies interested in the same cause.

In 2012 County Departments continued to increase their awareness and purchases of environmentally preferable products. Established and chaired by the Director of Purchasing and Support Services under the advice and guidance of The Board of Supervisors (BOS) and the County Administrator's Office (CAO), the County "Green" Committee provides a central resource for internal agencies primarily and for other organizations. The County desires to maintain a leadership position in awareness and achievement of environmental stewardship and practice, and to report on these activities.

Goals and objectives were established for the committee and departments. The Recycling, Energy, Air Conservation (REACON) certification program developed for business use by the Greater Stockton Chamber of Commerce was adopted and serves as a primary method for departments to model, assess and measure progress against specific measurement criteria. The program is broken into multiple categories, including water conservation, pollution prevention, energy conservation, solid waste reduction and recycling. While voluntary, departments through their committee members have been asked to initiate departmental committees to review the REACON assessment model with a five year plan to try and achieve certification. Any progress is good progress, and while resources – both human and time – are increasingly strained, many departments report progress in sustainability efforts either towards the goal of REACON certification or meeting their own internal sustainable efforts including the direction given in the County Environmentally Preferable Purchasing Policy.

Some of the reported achievements for this past year include:

- Over \$30,000 in energy cost savings realized from two solar projects;
- Approximately 104,244 kilowatt hours have been saved by the Information Systems Division by utilizing virtual computer server technology;
- Through our contracted electronics recycler there were 4,611 computer monitors (CRT's) weighing 234,413 pounds recycled countywide, plus 162,860 pounds of universal waste electronic devices (UWED's). These items were kept out of our local landfills and properly recycled as they contain hazardous waste.
- The Registrar of Voters implemented Democracy Live, a web-based voting ballot delivery system, instead of using world-wide mail; 130 servicemen and women who voted in November 2012 used this new process;
- Our greenhouse gas emissions for 2005 totaled 154,524 metric tons of CO₂e. Our emissions

for 2010 only totaled 117,158 metric tons, a reduction of 37,366 metric tons or 24%. 33,068 of those metric tons, or 88% of our reduction, come from improvements made to capture methane at our two open landfills.

- County-wide travel has been reduced by increased use of web and phone based teleconference technologies;
- The Environmental Health Department established an environmental stewardship committee that, in part, conducted a solid waste, water conservation and utility assessment of their new office location to find new ways to conserve resources (assisted by General Services);
- 28% of total office supply spend is being used to purchase recycled products;
- The Department of Child Support Services has reduced paper usage 52% over 8 years, using 2,005,000 fewer sheets of paper, by updating technology, imaging records and consciously making and distributing fewer paper copies;
- 44,717 pounds of metal was recycled (not counting Solid Waste/Landfill);
- 397,273 pounds of CRT's and universal electronic waste was recycled;
- Behavioral Health Services saved \$14,276 in trash pickups as one of the positive results of scanning and using electronic documents;
- LED lighting installed at the Airport and other locations will generate energy and maintenance savings;
- 90% of the personal property tax statements are now electronically filed, and other Assessor-Recorder related document conversions generate ongoing time and cost savings;
- The Director of Purchasing has been appointed to serve on the National Association of Counties County Green Purchasing Work Group committee;
- About 70 Heating, Ventilation and Air Conditioning systems were installed in 22 county buildings, including a 550-ton chiller at the Sheriff's Facility. It is estimated that 477,489 kWh or the equivalent of \$69,956 in annual energy costs will be saved, and a reduction of greenhouse gas emissions of 164 tons per year will occur;
- The Solid Waste Division of Public Works continues or originated several projects including achieving a landfill diversion rate greater than the AB 939 mandate of 50%; and proceeded with a Landfill Gas-to-Energy project that will produce a maximum electrical power generation of 4.3 megawatts, leading to the County receiving 32% of gross sales (possibly \$600,000 per year) at project completion;
- 275 tons of paper was recycled producing \$32,945 in revenue;
- We maintained nearly 100% of office supply orders being placed online, reducing paper, time, errors, and carbon emissions;
- The number of small (under \$50) supply orders was reduced and reduced freight costs are now occurring by eliminating supplier deliveries on Mondays, producing a significant carbon offset from reduced truck trips.
- Expanded utilization of electronic document conversion and data storage, reducing paper usage, physical storage space required, cabinets needed, and faster access to documents. Our County appears to be ahead of the curve in internally managed and implemented electronic document systems (i.e. Questys) according to outside suppliers consulted and a reduction shown in mailed and printed pieces.
- Savings continues of approximately \$150,000 a year by expanded use of electronic diagnostic images stored electronically as opposed to purchasing, storing and disposing of radiologic film – and existing film is being recycled – at the Hospital and Correctional Health Care. \$28,725 in revenue was obtained by properly recycling old medical x-ray film.

There was participation in or attendance at several key events during the past year, including:

- REXPO; the Recycling Exposition sponsored by the Green Team San Joaquin at the Stockton Hilton;
- A presentation in regards to and promotion and participation in the Commute Connection/San

- Joaquin Council of Governments “Share the Ride” Rideshare Program;
- The Caltrans Small Business Exchange;
- The Recycling Build Infrastructure Now (BIN) Summit hosted by the Greater Stockton Chamber;
- Presentations made on the two-year paint project funded by CalRecycle showing the money to be saved and benefits gained from using quality, locally available recycled paint;

The County Green Committee – meeting bi-monthly – serves to provide direction and encouragement to departments and as a means to bring information forward from experts internal and external to the organization. Where possible, departmental sub-committees are getting established and reports are being submitted on progress. Local suppliers are invited to discuss their offerings, demonstrate their products or share their companies vision for the future. Best practices are examined, challenges and opportunities discussed, and a means of input and information back out to the public through our website and social media resources is now occurring.

This report summarizes some of the achievements of San Joaquin County agencies in their implementation of the County Environmentally Preferable Purchasing Policy and Green Committee goals.

SJC Environmentally Preferable Purchasing “Green” Committee

Chair: David Louis dlouis@sjgov.org (209) 468-3240

Members (as of March 2013):

| | |
|-------------------------------|----------------------|
| Agricultural Commissioner | Terry King |
| Airport | Debbie Vasquez |
| Assessor /Recorder/Clerk | Mary Calderon |
| Auditor Controller | Jeff Woltkamp |
| Behavioral Health Services | Carmen Murillo |
| Child Support Services | Craig Wishhusen |
| Child Support Services | Jose Daroy |
| Clerk of the Board | Mimi Duzenski |
| Communications | Pamela Sauseda |
| Correctional Health Care | David Gonzales |
| Correctional Health Care | Lori Cyr |
| County Administrator's Office | Chris Rose |
| County Counsel | Kristina Rubianes |
| District Attorney | Lisa Schmidt |
| EEDD | John Solis |
| EEDD | Rick Aguilera |
| EEDD | Leticia Rocha-Corona |
| EEDD | Mark Ulm |
| EEDD | Tammy Aguilera |
| Environmental Health Agency | Robert McClellon |
| Environmental Health Agency | Laurie Brown |
| Environmental Health Agency | Michael Kith |
| Fleet Services | Dan McCann |
| General Services | David Castagna |
| General Services | Gabe Karam |
| General Services | Deprice Tillis |
| Human Resources | Cindy Clays |
| Human Resources | Tanya Hong-Moreno |
| Human Services Agency | Lauri McQuaid |
| Human Services Agency | Chris Woods |
| Human Services Agency | Annette DePauli |
| ISD | Jerry Becker |
| ISD | Sandy Roderick |
| ISD | Nick Celis |
| ISD | Ralph Cordero |
| Office of Emergency Services | Art Bentley |
| Probation | Phil Brown |
| Probation | Susan Guzman |
| Probation | Stephanie James |
| Public Defender | Maria Montalvo |
| Public Defender | Pat Nelson |
| Public Health Services | Bruce Cosby |
| Public Works | Elisa Moberly |
| Public Works | Roger Janes |
| Purchasing & Support Services | David Louis |
| Purchasing & Support Services | Jon Drake |
| Registrar of Voters | Phonxay Keokham |
| San Joaquin General Hospital | David Freeman |
| Sheriff's Dept | Dina Jose |
| Sheriff's Dept | Patricia Horta-Skaff |

Environmentally Preferable Purchasing Program 2012 Annual Report

Policy

The County Administrative Environmental Purchasing Policy (Green Policy) Section 2700, Sub-Section 2737 reflects a long-term commitment to the purchase of environmentally preferable products. This policy was established in response to internal, political and public expectations for a basic framework for defining and achieving environmental purchasing goals. The policy seeks to conserve natural resources; preserve air, soil, and water quality; eliminate or reduce toxins that create hazards to workers and the community; reduce landfill disposal; increase the use of environmentally preferable products, and more. The Green Policy encourages all agencies of County government to revise their purchasing practices to reduce their negative impact on human health and the environment “whenever practicable.” Environmentally preferable procurement considers multiple attributes, such as toxicity, durability, recyclability and conservation of resources, while still fulfilling the basic requirements of price, performance and availability.

Program

The Environmental Purchasing Program is centralized in the Purchasing and Support Services Department and works with established, successful programs (i.e. Public Works/Solid Waste, Information Systems, etc.). We work together to promote environmental considerations in the purchasing decisions of County agencies. The program helps County personnel understand policy requirements, helps identify environmentally preferable products and services, and communicates specifications, contracts, and other practical information between County agencies, vendors, users, and other jurisdictions.

Green Committee

The San Joaquin County Environmentally Preferable “Green” Purchasing Committee (County Green Committee) was established in April of 2009. All Departments were invited to participate, and invitations were also sent to some outside agencies. The Committee assists County personnel with resources, information and technical assistance. The Green Committee advocate for sound practices, reviews policies, establishes goals and lends support. All agencies are interested in learning from one another and have a great deal to share. Membership may expand or contract each year.

Implementation

Successful implementation of the County’s Green Policy relies on effective communication with County agencies, our vendors, partner agencies, and the businesses and residents of San Joaquin County. It requires the participation and education of the people who make purchasing decisions. Purchasing staff works with the departments to locate and contract with vendors offering green products and services. The program’s collaborative approach relies on the expertise of County employees to evaluate procurement opportunities and revise procedures. Implementation includes:

- Communicating policy requirements and established procedures:
 - document policy implementation
 - provide product/service evaluations
 - provide technical assistance, including policy development and implementation strategies
- Identifying environmentally preferable products and services and establish agreements with vendors:
 - research and communicate information about price, performance, availability and potential benefits of environmentally preferable products
 - identify and contact local suppliers to demonstrate their products and be given every opportunity to do business with the County
 - assist buyers and user agencies in the development of specifications and contracts

- Providing information on environmental issues, the County's progress towards sustainability, and successes experienced by County agencies and partners:
 - host educational seminars and presentations
 - create and maintain Internet and Intranet based "Green" websites
 - publish an annual progress report, as requested by the Board of Supervisors, providing data, updates, and target goals and objectives
 - provide technical assistance to other jurisdictions, businesses and nonprofit agencies
 - produce e-mailed environmental purchasing articles and bulletins

County agencies have responded by developing ways to test, evaluate, and use environmentally preferable products, especially where they will reduce costs while still meeting performance standards. We are gradually bringing about greater understanding that every purchase has an impact, and every employee has opportunities to improve the environment. This effort is ongoing and continuous.

Plan and Goals

The Stockton Chamber of Commerce has a successful environmental initiative for Recycling, Energy, Air Conservation (REACON). The REACON Team is the outreach arm of the Chamber's Green Team San Joaquin. REACON is a collaboration between the Greater Stockton Chamber, private businesses, municipal and county solid waste divisions, economic development professionals, and the communities of San Joaquin County. Their purpose is to promote environmental stewardship solutions, to address environmental and economic development issues, and to create a nexus to enhance the delivery of Chamber services in Stockton and all of San Joaquin County.

In 2010, our Green Committee developed, discussed and approved a 5 year Implementation Plan beginning in 2011 that provides direction for the Committee and Departments. This plan included a discussion as to the most appropriate model that could help departments to identify a framework and specific goals and to measure meaningful progress toward achieving those goals. The REACON model was discussed and approved as a viable and critical part of our plans for identifying, measuring and reporting on green targets. If any departments are successful enough, specific levels of achievement can also result in achieving Green Sustainable Business Certification through a REACON assessment.

Areas of focus under this assessment include recycling, energy conservation, air pollution mitigation, and water conservation. Reducing product resources used, expanding and utilizing recycled materials, re-purposing surplus items and disposing of surplus and scrap in environmentally preferable ways are also targets for identification, measuring and reporting. Several departments have now begun this process and identified departmental green sub-committees. Whether REACON certification is achieved or not (some are affected by lack of funds or other significant issues related to specific areas, i.e. water conservation in leased facilities) progress is being made, and it is exciting to see the focus, pride and progress being made where possible. We hope to achieve at least one REACON Green Certification this year.

Challenges

A number of factors challenge efforts to increase environmental purchasing:

- a need for more staff time that can be allocated towards research, education and action plans;
- overall economic factors affecting public and private resource devotion;
- some users may not be familiar with many environmentally preferable products and are uncertain of the ways in which they might be effectively specified and applied in place of familiar products;
- developers of environmentally preferable products are often in the early stages of identifying the needs of customers and establishing marketing and distribution capacity to meet them in a cost effective way;
- the use of environmentally preferable products must be effective and fiscally responsible;

- the lack of consensus-based standards for many product categories requires specifiers to define their own criteria for environmental preferability, and specifications must balance many attributes, such as consumption of water, energy and other natural resources, toxicity, recyclability, and recycled content;
- “greenwashing,” or false claims of meeting environmental standards, complicating consensus on acceptable products and terminology used in marketing claims; and
- collecting data on environmentally preferable purchases through existing accounting information systems can be time consuming and expensive.

Opportunities

The Program and County agencies are addressing these challenges by:

- working with other “green” agencies and key suppliers, including Green Team San Joaquin, local suppliers, etc.;
- participating in seminars, other green committees, recycling expositions and the educational community collaboratively and effectively;
- evaluating environmentally preferable product performance in new applications through testing and pilot programs; and identifying acceptable third-party certification standards.
- utilize technology and assemble application information and performance data from product users and manufacturers and disseminating this to potential users in the County;
- engaging staff and outside representatives to actively participate in our Green Committee;
- participating in efforts by government agencies, non-profit groups, trade associations, and others to develop consensus-based standards that will enable users to specify materials that are environmentally preferable as well as available, economical and effective;
- maintaining liaisons between agencies to facilitate policy implementation, contracting, and data collection;
- helping agencies develop specification and solicitation documents and contracts for environmentally preferable products whenever evaluations establish that product performance and cost are acceptable;
- helping potential suppliers understand County procurement processes and obtaining feedback from users to assist them in product development; and
- networking with other jurisdictions and organizations to share information about techniques, materials, and strategies to take advantage of each other’s successes and minimize duplication of effort.
- working with key suppliers to provide report data as part of their contracts.

Greenhouse Gas Emissions Inventory

We have talked at previous meetings about the Global Warming Solutions Act of 2006, commonly known as AB32. AB32 requires the state to reduce its GHG emissions to 1990 levels by 2020. While an inventory is not currently required, we expect it will be. You can’t effectively reduce what you don’t measure. PG&E, under the California Public Utilities Commission, provided funding for jurisdictions within its service area to complete inventories. The inventory can also be used as a planning tool.

In 2012 the County, including staff from the CAO’s office and the Public Works Solid Waste Division, took advantage of an offer from the Great Valley Center to compile a Greenhouse Gas Inventory. With funding from PG&E and an extensive program developed by ICLEI, Great Valley Center compiled data that we provided to determine the emissions generated by the County as a business entity. This did not include the businesses and residences within the County but simply our own operations. An inventory was done for 2005 as the base

year. We also did a 2010 inventory to measure improvements and identify where to focus our efforts. Our emissions for 2005 totaled 154,524 metric tons of CO₂e. Our emissions for 2010 only totaled 117,158 metric tons, a reduction of 37,366 metric tons or 24%. 33,068 of those metric tons, or 88% of our reduction, come from improvements made to capture methane at our two open landfills.

Bryce Dias, Program Manager with the Great Valley Center, will be making a brief presentation at this year's Board meeting where this report is being presented (scheduled for April 2, 2013). The actual inventories and all of its narrative and data can be found on the County's website at

<http://www.co.san-joaquin.ca.us/green/repSprst.aspx>

Purchases and Savings

The County Green Committee, via the Chair, reports annually on the status of policy implementation and the environmental purchasing accomplishments of agencies. In the past year San Joaquin County departments again purchased over \$1,000,000 worth of green products and operating supplies, saving \$300,000 compared to the cost of conventional products. These products provide various environmental benefits, including resource efficiency, reduced toxicity, durability, recycled content, and the ability to be recycled.

Where possible, paper is eliminated and replaced with electronic storage and distribution methods. Recycled paper is used for many items, including packing and shipping containers, statements, forms, notifications, business cards, general correspondence and reports. Other purchases include: remanufactured toner cartridges, office supplies, re-refined motor oil, vegetable based oil, ultra-low sulfur diesel, hybrid and electric vehicles, plastic lumber, compost, road materials and shredded wood-waste. In addition to their environmental benefits, many of these products are more economical than those they replace, and they perform well.

The information below summarizes environmentally preferable product purchases for 2012 that are identifiable. This data is obtained primarily from orders placed and "term" supply contracts, which are centrally administered goods and service contracts that enable County agencies to purchase materials at low and consistent prices. The data from one-time purchases where known, is included.

2012 Purchase Summary Highlights:

Office Products

The County contracts with OfficeMax to provide most office supplies. In an effort to reduce costs and our carbon footprint, OfficeMax and purchasing staff initiated a study of materials ordered and evaluated green alternatives that are equal to or better in terms of quality and equal to or less in cost. The study showed that we could replace over 10% of our items with recycled products. Orders placed were set to automatically default at time of order placements to the environmentally preferable product. This standard order default was implemented and to date has proven successful. Over 30% of our products purchased are now "green". We are working with suppliers, key manufacturers and end users to take advantage of new products entering the market as soon as they become available.

- 28% of our total spend for office supply items was for recycled products. This is down slightly from a peak reached last year; tracking began in 2006.
- The value of recycled office products purchased was \$374,175.
- Savings for purchase of recycled vs. new is estimated at \$56,126.

Although exact cost saving detail is not readily extracted from current accounting systems, standard reports and files, it is important to identify the areas we are focusing on so that measures can be put into place that could capture more details for reporting. As we progress and are able to obtain and refine reporting detail, more of these categories will reflect actual savings.

Sometimes environmentally preferred products are equal to or slightly more in price compared to the original or virgin product, but global marketplace and development influences affect these products or categories constantly. Suppliers are asked to provide report data to us where feasible and are evolving their systems to be able to accommodate customer demands and to validate their own performance when it comes to being “green.”

Copy and Printer Paper

County agencies purchase recycled processed chlorine-free (PCF) copy paper with 30% or more post-consumer content if desired and where cost effective. The post-consumer content level meets the Federal Environmental Protection Agency’s (EPA) Comprehensive Procurement Guidelines. County purchases of white and colored recycled copy paper totaled around 14% of paper purchased, down a bit from 19% the year before. Recycled paper is traditionally and still usually more expensive to purchase than non-recycled and highly subject to market fluctuations.

Using recycled content paper saves resources. According to the Paper Calculator, created by Environmental Defense, a national nonprofit organization, buying one million pounds of 30% recycled copy paper instead of virgin saves the equivalent of 3,600 trees and approximately 315,000 pounds of CO₂, equating to greenhouse gases produced by 29 cars in an average year.

Printing preferences for the County Print Shop and through contracts administered by Purchasing and Support Services for County departments is to use recycled paper whenever practicable. This includes all printing, from business cards to forms, reports and more. The recycled content of this paper can vary from 20% to 100% depending on the type of paper and the application, with a minimum of 30% being the target.

This past year has seen another reduction in the use of paper by way of departments implementing more electronic storage and communication procedures. This continued focus by departments to move away from printing where possible continues to result in less hard copy production, retention and storage.

Paper Products

In addition to recycled copy and printing papers, the County also maintains several contracts that allow agencies to purchase various recycled paper products. These include office supplies, such as envelopes, boxes, folders and notepads, and janitorial products, such as paper towels and tissues. The recycled content of this paper varies from 10% to 100% depending on the manufacturer and product type. Several unbleached and non-chlorine bleached products are available on contract.

Toner Cartridges

The County has purchased remanufactured toner cartridges for laser printers, fax machines and ink-jets for many years. Cartridges supplied under contract must meet original equipment manufacturers (OEM) standards and provide full performance guarantees. The current contract with our office supplies provider and our managed print provider provides good quality comparable products that, as usage continues to grow, may result in significant cost savings. The cost of new OEM cartridges can be as much as two times more expensive than remanufactured cartridges on contract. The County’s specifications require spent cartridges to be properly remanufactured and all components to be properly recycled when their useful life is over, reducing the landfill disposal of hazardous material or shipment overseas. Used cartridges are recycled through a simple return process with the contracted delivery driver at any time. Purchasing and Support Services also provides a pick-up service, if sites desire. Implementation occurred in 2011 and expanded in 2012 for a managed print service program where print devices can be maintained, print devices reduced, copies eliminated or reduced, and greater utilization and quality control of recycled consumables can occur.

Computers and Electronics

The majority of desktop computers purchased by the County are manufactured by one of two firms that are at the forefront of energy and materials efficiency (Dell and IBM/Lenovo). Information Systems Division (ISD) utilizes various tools for evaluating computer purchases, including the Electronic Products Environmental Assessment Tool (EPEAT). EPEAT is an environmental procurement tool sponsored by the Environmental Protection Agency (EPA) and managed by the Green Electronics Council. EPEAT is used by ISD to evaluate, compare and select desktop computers, laptops and monitors based on their environmental attributes. During 2010 and continuing, ISD established a new technology standard which requires that all personal computers (PCs) purchased by the County be designated as having achieved the EPEAT “Gold” rating.

Operations and Maintenance Products

Cleaners

The County, particularly through the General Services team, has tested and used many cleaners that have been marketed as “green” with varying degrees of success. The market has improved dramatically for environmentally preferable cleaners in the past few years, as standards and certification programs have begun to emerge and more products have become certified. The use of environmental standards will help counter the unsubstantiated marketing claims, often called “greenwashing,” that can be confusing to users.

We continue to monitor and evaluate various efforts around the country to facilitate the advancement of reliable standards, certifications, and labeling programs that can make it possible for jurisdictions and consumers to purchase chemistries that are demonstrably better for worker health and the environment than some we have used in the past.

In 2012, based on outcomes of those efforts, the County has awarded or extended contracts to key suppliers, including in some cases local suppliers and manufacturers products, which are Green Seal certified (an industry accepted product certification) or otherwise meet our environmental standards. We will continue to evaluate the performance and price of these certified products and services for approval and use.

Ongoing use shows good results. The use of ready-to-dilute systems are proving safer for workers, as they are not directly exposed to the chemicals, and this results in the use of less product to do the same job. Most are sold in concentrate form and then diluted with water, as appropriate for the application. Another benefit is typically a reduction of the number of different chemicals used in product base formulas from dozens to a few.

Outside contractors, including those providing custodial cleaning services to our Administration Building, the Courthouse, Public Works, and Canlis facilities, are on board with being “green” and adapting to customer and social demands and good stewardship without sacrificing quality. The use of microfiber cleaning cloths for all cleaning operations is required, and reports are that this change saves water and performs well.

Specifications in bids and Requests for Proposals for all goods and services now call out the requirements for providing “green” products where practicable and to the County’s satisfaction.

Solar Installations

The Robert J. Cabral building at our San Joaquin Agricultural Center utilizes solar panels to provide some of their energy needs, as does the County Administration Building. These two projects provided energy savings of over \$30,000 last year.

Organics and Natural Vegetation Management

For over 6 years the County has utilized sheep herds to assist with vegetation management at our landfills. These sites have been difficult and fairly expensive to maintain using manpower and traditional fueled equipment. The



sheep are a more efficient way to control the weeds than crews of human workers, present less risk of injury to the human staff, reduce the need for fueled equipment, and eliminate the need for chemical maintenance. The County's use of sheep has generated interest from other jurisdictions and the community, and we are in the process of expanding the use of this natural method of range management.

Goal: Implementation of best management practices, including drought and pest resistant landscaping, use of less-toxic products, organic landscape maintenance, and use and preservation of native species.

Carpet

The County buys carpet, cushions, adhesives and installation services for small remodels and renovation work typically through cooperative purchase contracts. Many of the products available have various certifications for recycled content and other environmentally preferable elements, including low emissions of Volatile Organic Compounds (VOCs). Recycled carpet and related materials are constantly evaluated and selected where practical.

Tire Retreading

Tires have various speed and load ratings that must be complied with to ensure safe operations. Fleet will be testing specific re-capped tires on selected equipment and buses and will reduce to the extent possible the number of new tires purchased without compromising safety and needed performance. Solid Waste Division retreads tires for transfer trucks and off-road equipment, when possible.

Resource Recovery Services

County agencies have continued to transform waste into sources of revenue. When materials cannot be sold, they can still be diverted, resulting in lower disposal fees.

Electronics Recycling

County agencies have been recycling obsolete computers, television sets and other electronic equipment with a local recycling firm for several years. There is growing concern about the ultimate effects of landfill, disassembly, or incineration of computers and electronics, which contain a variety of heavy metals and other toxins. Of special concern are cathode ray tubes (CRTs) because they contain large amounts of lead. We dispose of our electronic equipment through a local recycler in a responsible manner, and provide residents with similar convenient and regularly scheduled proper disposal methods.

The County requires surplus computer equipment to be disposed of by following the procedures developed by Information Systems Division (ISD) for redistribution, transfer, or disposal as hazardous waste via the local recycler contracted by the County (Onsite Electronics Recycling). This contract includes strict requirements for recycling electronic components domestically and responsibly, meeting all regulatory and environmental regulations and/or guidelines.

Office Recycling Programs

County agencies recycle paper, cardboard, newspaper, aluminum cans, and plastic and glass bottles from all offices. These are collected by staff and/or outside local recyclers and sold (where possible) as feedstock for the manufacture of various recycled products. In 2012 we recycled over 275 tons of paper material. We have also begun a foam packaging recycling effort utilizing local recycling resources.

Departmental Contributions

All departments contribute in some way towards County sustainable goals and objectives. Reports submitted by Departments for 2012 are provided below:

Agricultural Commissioner/Weights & Measures

Agricultural Commissioner/Weights & Measures contributions to San Joaquin County's Green Policies include:

- Acquisition of two new color multifunction copiers:
 - Eliminates the need of scanners and fax machines.
 - Reduces to number of printers needed.
 - Default set to duplex mode to print on the front and back of copies.
 - Default set to black and white with color optional.
 - Copier goes to sleep mode after work hours saving energy.
- Recycling:
 - Recycle paper, glass, plastic and aluminum through Records Management.
 - Recycle batteries through the SJC Hazardous Waste Facility.
 - Writing Instruments recycling program established.
 - Sensitive records are consolidated and picked up a few times a year for Records Management to shred and recycle.
 - Recycle containers are placed in central locations and where ever requested in our Department.
 - Recycling containers, provided by UCCE, are in every assembly room and class room for the Public to use.
- Office Supplies:
 - We try to use recycled products when economical.
 - We use rechargeable batteries when possible.
 - We try to consolidate orders to \$50.00 or more.
 - We limit deliveries to twice a week.
 - We've used remanufactured toner cartridges.
 - We recycle used printer and toner cartridges through Office Max.
- Vehicles
 - We've cut back on travel.
 - We use teleconferencing when possible.
 - We carpool as much as we can.
 - We combine errands into one trip.
 - We've returned many vehicles to Fleet Services and have reduced our office pool cars to one vehicle, a Toyota Prius Hybrid.
 - We purchased a trailer for our Adventure Events, thereby reducing the number of vehicles to use per event.
- Miscellaneous:
 - We're using County Duplicating more, trying to keep print jobs in-house.
 - Employees are encouraged to unplug electronic devices when not in use to avoid phantom power usage.
 - Employees encouraged to turn off lights when not in use.
 - Vending machines are available to employees to use instead of driving somewhere for food or drink.
 - We now have City bus service to the Robert J. Cabral Ag Center, so people can use public transit instead of their own vehicles.
 - In the future solar panels may set up the parking lot to generate energy and provide shade for parked vehicles.

Stockton Metropolitan Airport

The Department of Aviation staff and Stockton Metropolitan Airport tenants actively participate in the recycling of and “greening” of the site that includes:

- Purchasing of recycled bond paper
- Recycling of all bond paper
- Copy machine defaults to duplex printing
- Terminal and operations recycling receptacles available for utilization by passengers, patrons and staff
- Airport Maintenance provides containers for the recycling of oil to better accommodate Airport tenants
- Energy saving LED lighting was installed throughout the terminal

The Airport hopes to broaden its efforts in the coming year.

Assessor-Recorder-County Clerk

The Assessor-Recorder-County Clerk Department is continuing its commitment toward green sustainability in its processes and purchasing. These are new for 2012:

- The IT Systems section is upgrading to create more paperless and user-friendly systems for all sections.
- Personal Property Audits are electronically processed and audit files are being scanned.
- The Exemptions/Boats/Aircraft files are now all scanned into Questys.
- The Personal Property taxpayer statements are now 90% electronically filed.
- The Recording section continues to expand the e-Recording volume, scans Preliminary Change of Ownership documents, and has less long-time storage.
- The County Clerk section has digitized birth and death records, and is scanning registrations.
- The Mapping section continues to convert old maps into GIS digital format, as well as reduce overall printing.
- All sections now have collection containers for recycling writing instruments and similar supply items.

Auditor-Controller Department

During 2012 the Auditor-Controller’s office continued the following green processes:

- Monthly reports are available online rather than printed and distributed to departments.
- Special District and outside Agencies reports are emailed rather than printed and mailed.
- Vast majority of County payroll checks are electronically delivered reducing check stock and postage.
- Payroll remittance advices are emailed saving significant labor and postage costs.
- All supporting accounts payable and deposit documentation is scanned into Questys to be viewed electronically rather than stored for future reference.
- We are in the advanced stages of developing electronic vendor payments to reduce postage, labor and supply costs.
- Exploring options for creating an interactive reporting tool available on the public website.

Behavioral Health Services (BHS)

BHS continues recycling paper and writing instruments. We are doing more scanning and using electronic documents. Our main project this year was to implement recycling for two of our larger facilities on California Street. Waste Management brought in two dumpsters for recycling and we requested desk side containers from Public Works, Solid Waste. After only one week, we reduced our trash pickups from five times per week to three times a week. The monthly savings is \$1,189.67, for a total of \$14,276.04 a year.

Department of Child Support Services (DCSS)

DCSS has been involved in the “Collect to Earn Program” by the County to recycle used office supplies and lessen the impact on landfills, as well as getting monetary incentive for the county. DCSS is also active in recycling paper, bottles, cans & used batteries. As shown below, in 8 years we have reduced our case usage of copy paper by 52% saving the cost of over two million sheets of paper. This was accomplished by updating computer programs used by DCSS, by imaging records, and by consciously making and distributing fewer paper copies.

San Joaquin County Dept. of Child Support Services

Copy Paper Usage 2004 through 2012

| Year | Cases Received | Reduction Over Prior Year | Number of Reams | Average Yearly Savings At \$30 Per Case (Est.) |
|--|----------------|---------------------------|-----------------|--|
| 2004 | 776 | N/A | N/A | |
| 2005 | 732 | 44 | 440 | \$1,320 |
| 2006 | 619 | 113 | 1,130 | \$3,390 |
| 2007 | 540 | 79 | 790 | \$2,370 |
| 2008 | 521 | 19 | 190 | \$570 |
| 2009 | 420 | 101 | 1,010 | \$3,030 |
| 2010 | 412 | 8 | 80 | \$240 |
| 2011 | 418 | -6 | -60 | -\$180 |
| 2012 | 375 | 43 | 430 | \$1,290 |
| Total Reduction Comparing 2012 to 2004 | | 401 | 4,010 | \$12,030 |
| | | | 500 | |
| Reduction in sheets of paper used in 8 years | | | 2,005,000 | |

Employment and Economic Development Department (EEDD)

A. Promotion of More Teleconference Calls

The Employment and Economic Development Department continues to encourage the reduction of staff travel within the County and has increased the use of Teleconference Calls through WebEx to conduct conference call meetings with Partner Agencies and staff.

B. Building Awareness of Green Efforts through Staff Education

Building on the biennial Earth Day 2011 event, EEDD has implemented a staff education program that includes the use of a “Green Tips” page that is deployed when starting up each employee’s computer. The tips for this year will focus on educating staff in the areas of Reduce (decreasing overall consumption of energy and products), Reuse (donations and swapping items), Recycle (what can and can’t be recycled) and Refuse (refusing items that increase waste – i.e., straws, plastic single items that are not reusable). The theme of “Make Every Day Earth Day” will be reinforced throughout the year and will be reiterated through educational material distributed to staff at this year’s biennial Earth Day event.

C. Expanding the Recycling Effort

EEDD staff implemented a recycling effort that includes strategic placement of recyclable bins to collect recyclable products (primarily plastic/glass bottles and cans). Volunteers collect the items and take them to an appropriate recycling center. The cash received is put in an employee fund which is used for employee appreciation events (lunch, snacks).

D. Going Green through the Virtualization of Server Equipment

ISD completed the virtualization of servers, replacing outdated non-green servers, and are now running multiple high efficiency green servers.

E. Developing Greener Travel Policies and Protocols

EEDD has initiated the development of departmental policies and protocols to minimize the use of vehicles on the job resulting in:

- Increased staff efficiency and productivity.
- Reduction in the number of trips to businesses, customers and partner site.
- Reduction in travel costs.

F. Additional Green Efforts

- Purchasing supplies produced from recycled materials when possible.
- Increased usage of the Questys system and Ricoh copiers for scanning, record keeping and distribution of contracts and other documents.
- Eliminating copies and/or encouraging use of duplex copies when needed.

Environmental Health Department

In 2012, the following Conservation, Solid Waste Reduction, Recycling and Pollution Prevention activities have been accomplished by the San Joaquin County Environmental Health Department (EHD):

- The Environmental Stewardship Committee consisting of the EHD Director, two Program Coordinators, two Inspectors, and Management Analyst I met to discuss strategies for improving the department's green focus.
- The department relocated in May 2012 to the County Hazelton Complex, 1868 E. Hazelton, Stockton. The Committee conducted a solid waste, water conservation and utility assessment of our new office location to find new ways to conserve resources.
- The building was renovated prior to occupation, and included installation of water saving devices in the form of low flow toilets and urinals and hand wash sinks equipped with automatic shut-off faucets. Instant Flow tankless micro water heaters were installed instead of the traditional centralized water heater. These efforts have resulted in less energy usage.
- The renovated building and rooms were equipped with occupancy sensors for office lighting and offsite programmable thermostats for monitoring temperature and usage of heat and air conditioning.
- The building was updated with new landscaping and an irrigation system. Through careful monitoring of water usage by the Management Analyst, the department worked with Cal Water and adjacent departments to determine the locations of the public water meters/lines and water usage at the various buildings. The department was able to cut back on water usage and watering of the lawn and surrounding landscaping.
- Regularly checked for and repaired any plumbing leaks in the kitchen and restroom areas.
- Installed signage encouraging water conservation in the kitchen and restroom areas.

- Provided staff with information on the Commuter Ride Sharing Program and the Guaranteed Ride Home Program.
- Provided a secure area for employee bicycle storage for commuters.
- Purchased and used rechargeable appliances and equipment instead of using disposable batteries wherever possible.
- Maintained 28% of departmental County vehicles as CNG and hybrids.
- Regulated businesses, manufacturers and medical facilities for hazardous waste and chemical usage, encouraging use of less toxic materials whenever possible.
- Recycled used fluorescent tubes, batteries, electronics and other universal waste through the County's Household Hazardous Waste facility.
- To save on County emergency response costs and provide a 24/7 accessible location, the Public Works Department Solid Waste Division assisted EHD with establishing a temporary hazardous waste storage area at the County Household Hazardous Waste Facility near the airport. This enables the short-term storage of certain hazardous waste containers/drums generated from emergency response incidents, for later collection, recycling and/or disposal by a Certified Hazardous Waste Hauler.
- Posted signage near sinks, dumpsters and garbage cans reminding staff to avoid dumping hazardous chemicals down sinks, placing liquids in trash cans and dumpsters, and keeping dumpsters closed.
- Committed to suggesting that staff patronize businesses close to the EHD office to avoid unnecessary trips.
- Replaced aerosol products with non-aerosol products.
- Recycled used toner and ink cartridges and purchased recycled toner and ink.
- Scanned documents and records (instead of photocopying them) for department record retention and distribution of public record requests.
- Copied on both sides of the paper whenever possible, and copied in black and white as the default instead of color.
- Encouraged staff to share phone books, manuals, etc.
- Recycled cardboard in a separate dumpster and recycled paper, glass, plastic and aluminum at several locations throughout the EHD office.
- Committed to educating staff about recycling, conservation and solid waste reduction.
- Committed to following the County Environmentally Preferable Purchasing Policy and purchased recycled content products whenever possible.

General Services Department

The former Agricultural Commissioner's Office Building, located at 1868 East Hazelton Avenue was repurposed and in May 2012 was given new life as the Environmental Health Department Building. In addition to the functional reuse of a vacant space, many features were included in the building's remodel and reconfiguration to improve or enhance the efficient operation of the building:

- Installation of a new energy efficient boiler and heating, ventilation and air conditioning (HVAC) systems.
- Installation of building management systems to reduce electrical consumption.
- Installation of American with Disabilities Act (ADA) features and amenities, including ADA parking, travel path and customer counter.

- Installation of new dual pane windows and window treatment to reduce sunlight and heat transfer to interior spaces.
- Installation of recycled content flooring.
- The removal of gas water heaters and the installation of energy efficient instantaneous water supply.
- The installation of low maintenance, drought tolerant and low water consumption landscaping.
- The installations of two outdoor employees break or lunch areas.

The Canlis Building is nearing completion of a new HVAC control system.

- Getting new lighting controls
- Automation will provide savings through more accurate controls and replacement of many old and malfunctioning devices.
- Saves energy through better system integration of field devices and decision making devices.

Downtown Motor Pool

- Getting new lighting controls.
- Automation will provide savings through consistent scheduling of lighting rather than manual operation.

Government Buildings air conditioning PM program

- With a lack of manpower during the last two or three years preventative maintenance had to be deferred. This year preventative maintenance has been completed on the outer area building. We are presently beginning our preventative maintenance on the downtown buildings.

Health Services Agency (HSA)

2012 Accomplishments

- Began placing energy star compliant monitors at each work station.

Projects In Progress

- HSA is continuing to work with PG&E with the implementation of the Desktop Computer Power Management Program offered through PG&E as well as virtual server virtualization.
- The agency is gradually changing computer stations that have 2 monitors and switching them out with one energy star compliant monitor. This project is expected to be completed over the next 2 years.
- Currently in the process of switching the Agency's garbage container with a trash compactor that will result in less waste pickups.
- Department of Aging has currently started a pilot program with some of the Community Centers using "green" cleaning products.

REACON Review

- We continue to struggle with limited staff time and staff involvement.

Health Care Services Agency (HCSA)

The items below reflect the Health Care Services Agency (HCSA) support of the San Joaquin County's Green Policy:

- Purchase products made from recycled materials when possible, i.e. paper, printer ink cartridges, calendars.
- Encourage recycling of used materials such as paper, plastic, toner, and batteries via recycling collection containers in the department or through access to the recycling containers on the SJGH campus. Staff also recycles plastic and glass bottles.
- Encourage scanning and emailing of documents for record keeping or distribution.
- Utilize reference items such as policies and procedures and forms and templates on the County webpage.
- Encourage duplex printing documents.
- Encourage staff to participate in conference call meetings and training webinars, rather than traveling by car, whenever possible.
- Set department copy machine to energy save mode when not in use.
- Encourage staff to turn off lights and heating/cooling units in rooms and common areas when not in use.

Hospital (SJGH)

In 2010 SJGH implemented a Picture Archiving and Communications System (PACS) by which diagnostic images are stored electronically as opposed to purchasing, storing and disposing of radiologic film. Ongoing and expanded use produces continued savings of at least \$150,000 per year compared to past practice and is expected to increase near term.

New energy efficient cooling equipment for the SJGH computer server room has been installed. Savings on energy and water is occurring as a result; specific data is a challenge to acquire.

Consultation with PG&E was completed on an eleven component savings plan to include retrofitting high energy consumption equipment with new energy efficient technology. Energy savings is expected to be \$120,000 per year once fully implemented.

Old variable speed drives have been replaced with new, energy efficient models. Water treatment improvements have been made in conjunction with a new heating and cooling system. Unknown but substantial savings on energy and water costs are being realized.

Recycling containers for cans and bottles continue to be used throughout the facility, with proceeds donated to the Patient Helping Fund.

Green waste has been taken out of the waste stream and stockpiled. Annually, the stockpiled waste is ground into mulch and put back into the landscaping.

Human Resources

Human Resources (HR) has taken advanced steps forward in the "Going Green" arena. We continue to have an overall mindset for taking care of our resources, and we regularly keep the following in mind:

- Ensuring paper, plastic, bottle and can recycling containers are strategically placed in the HR office
- Order recycled office products
- Thoughtful paperless environment, when possible
- Acquisition of environmentally/ energy efficient technology

- Limited large printers and copiers - use minimal multi-use machines designed for energy efficiency and use recyclable cartridges and other materials.
- Set machines on duplex and utilize recycled paper

HR has made great progress in the electronic records and viewing arena, which decreases our use of ordering paper, labor time for handling paper and efficiency in handling documents.

Below are examples of HR Going Green:

Application Process: Job Apps went live 08/25/09. This is a web-based program that the Recruitment Team utilizes to accept submittal of applications, access information electronically, and allow electronic referrals to departments. It also has the potential for electronic requisitioning which will be looked at in the near future. This integrated system gives the capability to review and do necessary processing electronically without printing and handling thousands of pieces of paper. For example, in 2011 there were 12,645 applications submitted to HR. Each application is on average 12 pages. That equates to 151,740 pieces of paper that HR would normally process. That has now been converted to a system where we store and access information electronically.

Application Referral to County Departments: Historically, SJC HR photocopied applications for all candidates referred to County Departments. Departments either picked up the applications or they were sent via inner office mail. We now refer all applications electronically. Departments can then make the decision to either view online or print.

Electronic Distribution of Employment Bulletin (EB): EB is produced on a bi-weekly basis. Historically, approximately 500 legal size bulletins were printed and mailed to County departments utilizing inner-office mail and to outside organizations via US Mail which equates to 13,000 pieces of paper annually. We now distribute to County Departments, outside organizations and laid off employees almost exclusively via email. Only about 30 bulletins are mailed to agencies which do not have email addresses.

Seniority Letters: We used to print two copies (5000-6000 letters depending on our current CS workforce). We now print one which is mailed and a copy is uploaded electronically into the individual personnel file.

Email Notices: For applicants who provide an email address (approximately 93% of applicants) we are able to email all notifications. For a typical recruitment, applicants could receive 3-5 notices from HR regarding the status of their application. If an e-mail address is provided, all notification regarding employment will be e-mailed. For perspective, in 2011 we received 12,645 applications.

Self-Serve Open Enrollment: In 2012 we had a special open enrollment in February, and information was sent to 3813 people. We had 234 online enrollment submissions (about 37%). For the first time, we also made an opt-out form available through the County website. Because we required a signature, employees were not able to use self-service for this and had to print the form and return it to us, but for this coming open enrollment in May, we are currently preparing for an electronic signature feature for those who use self-service and wish to opt-out. We received 171 opt-out forms. After each open enrollment, all OE and opt-out forms are scanned into Questys. For each of those who made changes through self-service, we generate OE Confirmation forms through PeopleSoft, and these are NOT printed, but scanned directly into Questys from the PDF file.

Personnel Files: The HR project to convert paper personnel files into an electronic platform began in August of 2008 and was completed in March 2009. Utilizing an outside vendor we shipped out 175 boxes of personnel files on a rolling schedule to be scanned into an electronic format. 6,518 personnel files were scanned resulting in nearly 700,000 images. While we have not "eliminated" paper, storage space required on site is now minimal. Benefits to this new electronic storage system include the instant electronic retrieval of file information, and allows for easy viewing versus making unnecessary copies to review.

Risk Management Files: As noted above, the HR project to convert paper personnel files into an electronic platform was successfully completed in March 2009. 2012 will focus on Risk Management documents to be scanned into electronic format.

Staff Development: When enrolling in a Staff Development course, the PeopleSoft system automatically prints reminders to the employee. Staff Development personnel forwards that pieces of paper to the Department who in turn forwards to the employee. Human Resources will work with ISD in 2012 to make this system paperless. The overall plan is to have notices sent via e-mail through the PeopleSoft system.

Power Management: The Information Systems Division is installing Power Management to all computers in 2012. This will allow for electricity saving goals by turning to energy savings modes automatically when the computer is not being used. This powers down both the computer and monitor.

HR staff followed the above goals in 2012, and will continue to do so in 2013 including:

- Recycle – use bottle/aluminum recycling, battery disposal boxes, used electronics, toner cartridges, etc.
- Go as paperless as possible with scanning projects
- Turn off monitors and electronics when not in use (coffeemakers, multi-use machines, etc.)
- Recycle empty ink pen containers and other office supply items
- Use the Administration Building restroom flushing mechanism properly

Information Systems

Green efforts being put forth by Information Systems Division include:

- Information Systems Division (ISD) continues to save energy through server virtualization in our datacenters. This year we estimate 104,244 kilowatt hours have been saved by utilizing virtual server technology.
- ISD has installed a heat containment system in the datacenter which contains and redirects the heat generated by the computer equipment. This has reduced the amount of power required to cool the datacenter while dramatically increasing the reliability of the equipment.
- The ISD Green Committee, comprised of four members of the department, meets regularly to develop ideas for “green” sustainability and to promote departmental awareness to achieve that goal.
- Monthly telephone billing reports are now primarily being emailed to departments, as opposed to being printed and delivered to departments via inter-office mail. This move to electronic delivery of the telephone bill reports has eliminated the printing of approximately 50,000 pages per year.
- The Information Systems Division has created a new mobile data application that will provide San Joaquin County employees and citizens a wide range of information about the various recycling facilities in the area. The application can be downloaded from the County’s website onto smartphones and tablets and will provide detailed information unique to each recycling facility such as the type of materials accepted, current pricing, business hours, etc.
- There are several San Joaquin County citizens that are on military deployments overseas and, by law, must be afforded an equal opportunity to vote. The Registrar of Voters (ROV) recently implemented Democracy Live which is a web-based ballot delivery system which provides military and overseas voters with the ability to receive their ballots online as opposed to mailing ballots all over the world. In the November 2012 election, there were 130 servicemen and women who voted in San Joaquin County using Democracy Live.

Public Works Department

The Department of Public Works takes advantage of opportunities to reduce, reuse, recycle, and close the loop throughout our many divisions. We have saved money, conserved resources, reduced greenhouse gases, and educated and assisted local residents and businesses to do the same.

Reduce: Fleet Services purchased Chevrolet Volts and a Nissan Leaf for evaluation; they reduced GHG emissions and increased fuel mileage. A Plug-In Electric Vehicle infrastructure at the Downtown Garage now provides power to County Plug-In Electric Vehicles. Switching to an environmentally friendly and more efficient solvent in refillable containers eliminated an average of 250 steel cans per year from the waste stream and reduced costs.



Reuse: Channel Maintenance reuses earthen spoils reclaimed from stream cleaning projects to build up and strengthen levees, while rock and gravel are applied to levee patrol roads. 80 to 100 tons of concrete per year received from the public and private companies is used to repair erosions and strengthen levees. Approximately 200 tons came from a closed nursery in 2012. Without the ability to reuse this concrete, core rock would need to be purchased and trucked from Jackson. Negotiations with Cal Trans may bring us material from the I-5 restoration project.

Recycle: Channel Maintenance removes vegetation from levee slopes and flood plains, taking around 100 yards of material a month to a local green waste recycling plant. Fleet Services recycles used motor oil, filters, and anti-freeze from all County vehicles and local residents. Solid Waste diverts recyclable materials from self-haul loads at Lovelace Transfer Station and the North County Landfill, including wood, carpet, tires, appliances and electronics.

Close the Loop: Engineering Services used 21,000 tons of Rubberized Asphalt Concrete (RAC) on County resurfacing projects in 2012. State grants helped finance installation. RAC requires less maintenance than traditional asphalt, which will reduce future expenses.

Landfill Gas to Energy Project – Foothill Sanitary Landfill: Last year the Solid Waste Division of Public Works began construction on a new landfill gas to energy facility at the Foothill Sanitary Landfill that you see below. We can now derive economic benefit from all that buried trash by making new energy. On schedule to start operations in May 2013, it is hoped it will provide a continuous flow of 3 Megawatts of new electricity to the grid



Purchasing and Support Services

The Purchasing and Support Services Department continues to provide green support activities in many ways. Some of these include:

- Reviewing specifications to allow for alternative bids and proposals using approved recycled commodities, products, or service delivery methods, including packaging and energy usage.
- Participating in “green” webinars, expos, and green team meetings (internal and external) to identify best practices and sources.
- Webinars and phone-in “virtual” pre-bid/proposal conferences are used where practical.
- We identify and talk to local companies to identify green alternatives, and assist with providing business opportunities and supplier registration (now online and paper free).
- We provide pick up service for confidential documents for shredding and recycling, and all other papers for recycling. 275 tons of paper and confidential documents were shredded and sold to a local recycler bringing in revenue of \$32,945.
- We collect and properly dispose of single-use and rechargeable batteries and small batches of chemicals being discarded through the Conditionally Exempt Small Quantity Generator Program.
- We generate electronic copies of documents and data wherever possible to reduce printing/copying.
- Recycled paper and products are used whenever practical.
- The department periodically hosts a trade show with a “green” theme where suppliers are allowed to set up displays and County staff is invited to participate to learn, ask questions, see demos, and obtain sample products.
- Centralized execution and management of several essential, core programs occurs, e.g. office supplies and credit card programs that provide green alternatives from leading edge suppliers and a reduction in time and trips made by staff to efficiently and cost effectively acquire some goods and services.
- Surplus property and scrap was managed with the goal of repurposing/reusing to internal County departments or made available to community based organizations; responsibly recycling; or scrapping.
- 98,180 pounds of metal was recycled locally.
- 47,071 pounds of electronic waste was recycled locally
- 826 pounds of glass, cans and bottles were collected and recycled from the Administration Building.
- 397 toner and ink cartridges were picked up and properly recycled from the Administration Building.
- 61,328 pounds of paper was picked up and properly recycled from the Administration Building.

Sheriff’s Office

The Sheriff’s Office has continued its efforts in being a “green” agency in the following areas:

- We purchase acid free cleaning products.
- The Distribution Center recycles cardboard, pallets, scrap metal, plastic and aluminum.
- Garden waste is collected for composting on site. This compost is later distributed throughout the facility grounds. This is a cost savings, as we don’t have to pay for its removal.
- Whenever possible, the first choice is to purchase recycled toner cartridges. Old cartridges are recycled.
- Printing e-mails or other documents is encouraged only when absolutely necessary. Copiers are set to make two sided copies. Copiers are set in “energy saver” mode when not in use.
- Energy conservation is practiced by turning off lights and/or appliances not being used.
- Recycling containers for batteries, bottles and cans are placed strategically throughout the office.

Veterans Services

The Veterans Service office supports the green initiatives of the County in part by:

- Identifying and purchasing recycled or “green” products wherever possible.
- Being aware of energy usage and utilizing energy saving features and turning off lights and devices when not in use.
- Recycling collection containers are used for items like paper, cans and bottles.

Savings Summary

In 2012 the County has identified savings of hundreds of thousands by purchasing environmentally preferable products and by reduction, reuse, and/or recycling. Exact amounts are difficult to capture across the board for all items and areas, and where relevant data is unknown attempts will continue to the extent possible for subsequent annual reports.

The Environmental Purchasing Program has helped agencies identify opportunities to purchase environmentally preferable products that not only perform well but also save money. In some cases the product simply costs less, while in other cases savings are achieved through avoided costs because the alternative product is more durable or more maintenance free. Examples:

- locally made and available recycled paint costs less and is of better quality;
- the cost of a remanufactured toner cartridge is often less than one-half the cost of a new cartridge;
- lumber made from recycled plastic avoids the consumption of virgin timber and can last longer;
- and it costs half as much to retread a worn tire as to buy a new one; in addition it only takes seven gallons of oil to produce retread vs. twenty-two gallons for a new one; and it helps divert thousands of tires from costly disposal.

Other areas of savings include a continued major shift by departments to document imaging, reducing the amount of physical space required to store paper documents and lessening the amount of time needed for retrieval. Energy savings and reduced water consumption are also significant areas where the County has achieved much success. As data becomes known, more specific information will be included in future reports.

Working with our office supply contractor we have identified environmentally preferable products that cost less than are now defaulted as standard items when orders are placed county-wide. It is anticipated that this more proactive approach during the next twelve months will save additional dollars and reduce carbon footprint.

Supporting Program Elements

The Environmental Purchasing Program helps County agencies develop practical ways to use recycled and other environmentally preferable products and processes through several program elements.

Green Committee

The County’s Green Committee will continue to grow, using a network of liaisons from departments and other outside agencies to provide direction and information on environmentally preferable products and processes. These liaisons will allow us to reach the people who do the daily work and who can help us understand the roles and functions within each unit. This allows us to communicate new evaluation opportunities, institutionalize the routine use of these materials, and share evaluation results and specifications among agencies. Successes can be celebrated, recognized and serve to acknowledge and demonstrate leadership to all.

Since the initial meeting in May of 2009, the Committee has discussed several topics and reviewed policy and direction. Several presentations have been made to the Committee from some key suppliers and other organizations, on topics ranging from office supplies and paper, environmentally preferable purchasing, copiers and document management, to activities related to the Greater Stockton Chamber of Commerce’s “Green Team San Joaquin.” Services are also looked at with an eye toward “green” practices that lessen equipment use, utilize less energy, lower carbon footprints and more.

Website

In 2009 a subcommittee was established to draft and provide for review and comment initial internal and external web pages that will serve as effective resources for staff and the public. This now established public web presence also provides links to other resources, ideas for sustainability, our policy, other information and opportunity for feedback. Progress has been made recently on updating the County website experience. In addition, social media sites are also being explored for green communications between agencies and the public. A new mobile application (or “app”) has been designed by ISD to provide the citizens of the County with information regarding recycling, including information such as locations and operating hours for various recycling locations to provide the community a quick resource.

Local Community/Suppliers

The local community should be looking to the County as a key resource for information on environmentally preferable purchasing. We have had many successful programs in place for years, and we will continue to demonstrate this leadership in the future. Suppliers, especially local vendors, are key to keeping us informed and are needed to partner with the County to achieve our goals. We will keep open lines of communication to collaborate towards establishing and meeting target goals and objectives.

One example of supplier involvement is contact and discussion via participation in annual trade shows, expositions and the like. When possible, staff attends and participates in relevant events, including the San Joaquin Green Team, the annual Recycling Product Exposition (REXPO), the State Green California Summit, the Responsible Purchasing Network, and more. Symposiums take place on topics such as sustainability, print/paper use reduction, environmentally preferred products and practices, productivity tips, and ergonomics.

Through association with the California Product Stewardship Council (CPSC), the County actively works to promote Extended Producer Responsibility (EPR) in California. EPR, or Product Stewardship, requires product manufacturers, government agencies, and consumers to share the responsibility of reducing the impact of product waste on our environment through all phases of the product’s lifecycle, from better design to recycling programs. Kimbra Andrews, the Management Analyst administering the County's Hazardous Waste and Electronic Waste Recycling Programs, serves on CPSC’s Board of Directors.

General Summary

Partnerships and sharing of knowledge with others including the public, our employees, Chambers of Commerce, City of Stockton, local colleges, and local suppliers will benefit all concerned. These partnerships and exchanges are key to ongoing success. Goals, objectives, and measurements are occurring. Recognition of successes and getting the word out will help in sustainability efforts and demonstrate the strong leadership needed to achieve local, regional, statewide, federal and global success in environmental stewardship. Reduced funding, staffing and other resources presents us with challenges to making greater progress, but great progress has been made over the years and progress will continue into the foreseeable future.

Our motto remains: Green purchasing is smart purchasing.



Please consider the environment before printing this report 