

# Memorandum



**Date:** March 30, 2009

**To:** Honorable Chairman Dennis C. Moss and Members,  
Board of County Commissioners

**From:** George M. Burgess  
County Manager

**Subject:** Executive Staff Meeting on Sustainability

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On March 18, 2009, we held an Executive Staff Meeting with the Mayor, Assistant County Managers/Special Assistants, their Assistants, Department Directors and a member of their senior staff. The full-day meeting focused on sustainability and how we can build "green" initiatives into the County organization and our every day lives.

Provided attached is a follow-up memorandum sent to department directors. I am very pleased to advise you that the meeting was hugely successful and one of our best yet.

Please feel free to contact me at 305-375-1880 if you have any questions.

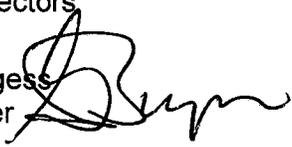
C: Honorable Carlos Alvarez, Mayor  
County Executive Office  
Department Directors

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**Date:** March 30, 2009

**To:** Department Directors

**From:** George M. Burgess  
County Manager 

**Subject:** March 18, 2009 - Executive Staff Meeting

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First things first: **Please, don't print this memo! Save a sheet of paper!** I could not be more pleased with last week's executive staff meeting which focused on sustainability and included powerful discussions about how sustainability is actually so much broader and deeper than saving paper. The fact is that for many years, County departments have been leaders in issues related to the environment. The Board of County Commissioners has also made it a priority by requiring departments to reduce fuel and energy consumption, among many other initiatives such as studying alternative fuel sources.

But now we must think more strategically. It is not just the job of the Office of Sustainability or the Department of Environmental Resource Management (DERM); we all share in the responsibility to ensure a sustainable future as our population grows and infrastructure ages. It is our corporate and personal responsibility to ensure that whatever we do, we consider the immediate and long-term sustainability impacts of our actions.

Attention to sustainability issues and practices has a place in every department, recognizing that some business lines have much more direct implications for sustainability than others. The solutions to sustainability and climate change problems involve many decisions and actions, each contributing a small part of the solution. There is no large single solution. The County workforce can be a potent catalyst for change in the community by reinforcing a sustainability ethic through family, neighbors, and friends. Setting an example is a powerful message.

As we prepare a budget that adjusts to the current economic downturn, and re-write our plan for the County's future, it was very timely that we discuss sustainability. In fact, for the first time, our County budget will incorporate and highlight green initiatives that departments have implemented and advanced. But we need to do more. In times like these, it is essential that we work as a team and develop joint solutions to our budgeting and operational challenges. As leaders we must set the example and integrate sustainability as a way of doing business and change our daily routines. We must raise awareness and develop policies and programs that decrease energy and water consumption, and preserve our environment. Not only does it makes sense, it is the right thing to do.

Our guest speakers from the City of New York (NYC) Mayor's Office of Long-Term Planning and Sustainability were inspiring as they shared with us their experiences in coordinating green efforts through PlaNYC. We are very fortunate to have been chosen by ICLEI and NYC as a pilot County to help us develop our own sustainability long-term plan and tool kit. This will bring together everything the County has been doing and identify gaps.

During both the panel and breakout sessions, your peers and some of our local County experts, shared their experiences, how to implement successful initiatives and overcome potential challenges. Fact is that the County has been at the forefront of implementing sustainability programs in several departments. Specifically, we learned about fuel efficient vehicles, energy performance contracts,

energy and fuel conservation initiatives, implementing energy saving office policies (\\Ceofilesrv\Sustainability\Office Policies), green building and purchasing, grant opportunities, shifting workforce behaviors and measuring our success. There are many tools available for you including:

- Energy Performance Contracting Program - Jerry Hall, General Services Administration (GSA)
- Sustainable Building Program & LEED Certification – Jose Perez, GSA
- LEED Certified A/E Firms in EDP Pool, Johnny Martinez, Office of Capital Improvements
- Green Purchasing Contracts – Miriam Singer, Department of Procurement Management
- Energy Bill and American Recovery & Re-investment Act – Dan Wall, Office of Grants Coordination

All PowerPoints presented at the meeting are available for your information at \\ceofilesrv\Sustainability\PowerPoint-Presentations. I hope that each of you walked away with at least one idea that you will implement. You will be receiving additional follow-up information and instructions soon regarding the tracking of your fuel and energy consumption on ASE.

It is our responsibility to raise awareness about the environment and sustainability to our residents. The County's *Going Green Portal* (<http://miamidade.gov/wps/portal/green>) provides an excellent resource of information for recycling, conserving water, eco-adventures and environmental tips, just to name a few. I encourage you to continue to feed your departmental efforts to the Government Information Center for inclusion on the portal. Also, in an effort to coordinate our work, leverage our resources and highlight our accomplishments, soon we will be convening a team of Sustainability Partners. This will be an informal group that will meet to share information and work on projects together. Assistant County Manager Susanne M. Torriente will be chairing this core group and you will be invited to participate as our agenda develops.

I hope each of you gained insight and knowledge on sustainability, and took back ideas to incorporate into your everyday life, both at work and at home. I want to encourage all of you make the meeting's "energy" sustainable...keep talking with each other, keep working with your teams and keep pushing the County to take a leadership role. For sustainability to be successful it must become part of our life, so that we can preserve our environment for our children, grandchildren and future generations.

C: Honorable Carlos Alvarez, Mayor  
County Executive Office