

WASHINGTON STATE LIQUOR CONTROL BOARD ANNUAL PROGRESS REPORT

as required under Executive Order 02-03

SECTION I: AGENCY INFORMATION, POLICY AND GOALS

Agency contact information:

Agency Contact: Gary Hacker
Administrative Assistant
WSLCB
(360) 664-1730, gah@liq.wa.gov

Agency Contact: Mike Wolfe
Support Services Manager
WSLCB
(360) 664-1710, mjw@liq.wa.gov

Executive Sponsor: Randy Simmons
Director – Financial Division
WSLCB
(360) 664-1671, rls@liq.wa.gov

Agency policy statement:

The Washington State Liquor Control Board in fulfilling its role as good citizens of the state recognizes the responsibility to model the principles of sustainability, as stated in Executive Order 02-03, in conducting the agency's core activities and is committed to educating staff in and implementing operational and long term business practices to reverse trends of natural system decline, which threaten both the social and economic well being of our state.

Long Range Goals:

1. Raise employee awareness of sustainability in the workplace

Participated in Rideshare Week in October 04. Diana Ereth, LCB Employee Transportation Coordinator, coordinated efforts and assisted in raising awareness in commute operations for employees. 37 headquarter employees used one or more commute alternative during the event, an 18% participation level overall.

2. Minimize energy and water use

New compressors are installed at the liquor distribution center. An increase in operations and rising energy costs will make it difficult to accomplish this goal.

3. Shift to clean energy for both facilities and vehicles

In FY 03 the LCB purchased 2 alternative fuel vehicles. In FY04 eight alternative fuel vehicles were purchased.

3. Shift to non-toxic, recycled and remanufactured materials in purchasing and construction

The LCB continues to purchase MSF, particleboard, and manufactured materials for store development usage in remodeling and new store expansion projects.

The LCB continues to require contractors making improvements to leased facilities to use recycled and remanufactured materials.

4. Expand markets for environmentally preferable products and services

All new liquor stores are being equipped with ecologic bulbs and ballasts. In addition, ballasts are being replaced in existing stores as needed.

5. Reduce or eliminate waste as an inefficient or improper use of resources

The LCB enhanced agency print shop operations by switching from an analog copier to a digital copier system. The digital system has reduced paper usage significantly.

SECTION II: REPORTING ON OBJECTIVES

1. Quantitative measures and narrative description of progress

See attached LCB FY05 Sustainability Plan Scorecard

2. Success factors

Nothing to report at this time.

3. Barriers and Challenges

Nothing to report at this time.

SECTION III: COMMUNICATION AND EDUCATION

Success Factors

Meetings among support services staff are held regularly and sustainability planning and green information is shared regularly.

The LCB Commute Trip Reduction Program continues to provide staff with information regarding ride share, van pooling, telecommuting, and using public transportation. In 2003 the LCB had one employee utilize the van pool program. Promotion efforts in 2004 has increased LCB vanpool participation to six employees.

▪ **Barriers and Challenges**

The LCB is geographically unique with 151 stores scattered around the state. It is often difficult to share sustainability plan and green information to all employees via e-mail because not all staff are assigned a computer. Efforts are underway to utilize the agency intranet to achieve sustainability plan and green information communication goals.

SECTION IV: STATEWIDE PERFORMANCE MEASURES

Agencies are asked to provide four performance measures which will be used to track progress on a basic set of statewide progress indicators. Data should be reported for the fiscal year ending June 30th, 2004.

- A. Copy Paper Use, by quantity and paper type
- B. Vehicle Miles Traveled, by agency fleet vehicles as well as personal vehicles
- C. Fuel Purchases, by gallons and type of fuel
- D. Average Fuel Efficiency of Vehicles in Agency Fleet

See attached LCB FY05 Sustainability Plan Scorecard

SECTION V: NEW OR UPDATED GOALS AND OBJECTIVES

See attached FY05 LCB Sustainability Plan Scorecard