

WASHINGTON TRAFFIC SAFETY COMMISSION SUSTAINABILITY PLAN PROGRESS REPORT OCTOBER 2006

I. Agency Contact Information and Responsible Agency Staff

Washington Traffic Safety Commission
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II. Sustainability Policy Statement

The WTSC is committed to fulfilling its responsibilities under Executive Orders 02-03, 04-01, and 05-01 and new legislative requirements for alternative fuel use and high performance public building bill. WTSC will continue to strive to model the principles of sustainability in its operations, fleet management, and procurement understanding that sustainability involves continuous learning and improvement.

III. Plan Overview

Plan written and distributed to staff. Plan is reviewed annually each September. Many short-term goals have been met. Sustainability issues are discussed at staff meetings and monthly GMAP presentations.

IV. Establish Objectives and Performance Measurements for the Biennial Plan

- **Fleets and Transportation**
 - Reduce petroleum use by 10% by 2009.
 - If budget permits, replace agency vehicle with a hybrid vehicle by 2008.
 - Increase employee flex- or compressed workweek schedules to reduce the number of drive trips to work.
 - Increase carpooling to meetings, etc. by 30% by 2008.
 - When traveling, employees are required to request fuel efficient/low emission rental vehicles.
- **Purchase of Goods and Services**
 - Reduce office paper use by 20% and increase purchases of environmentally preferable paper to 50% of total paper purchases.
 - Purchase paper with at least 30% recycled content and support other agency efforts to reduce paper use by state employees.
 - Reduce the use of equipment and supplies that contain persistent, toxic chemicals.
- **Facility Construction, Operations, and Maintenance**
 - Reduce energy purchases by 10%.
 - Post signs regarding all smoking 25 feet from building.

- **Waste Management and Organics Recycling**
 - Increase recycle paper, glass bottles, CDs and batteries by 20%.
- **Communication and Education**
 - Discuss sustainability plans or updates at each GMAP presentation.
 - Discuss sustainability plans with new employees during orientation.

Gasoline, Paper & Power Consumption:

	FY 03	FY 06	-/+
Gallons Purchased	1,393	598	-57%
Total Miles Driven:	49,273	47,010	-4.6%
POV	29,701	31,749	+7%
Agency Vehicle	17,172*	4,703	-73%
Motor Pool Vehicle	2,400	10,558	+340%
Paper Reams Purchased	260	210 (60% recycled)	-19%
Power Purchased	\$9,191	\$9,837	+7
KWHS	118,600	110,560	-7

* Surplused two agency vehicles in FY 05.

Total building Square Footage: 6,200

V. Long Range Goals

- Require staff to carpool to major meetings, conferences, etc. Have more meetings conduct via telephone.
- Require meeting locations requiring the least amount travel for a majority of the attendees.
- Reduce number of mailings and publications by utilizing email and website more efficiently.
- Purchase alternate fuel source vehicle when replacing state agency vehicle.
- Require janitorial service to purchase all “eco-friendly” cleaning products by 2008.
- Have at least 40% of staff have compressed workweek and/or telecommute to reduce number of drive days by 2008.

It is WTSC’s intent and commitment to continue to meet all long range goals.

Submitted by: Michelle Shillander
 WTSC Executive Assistant
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