

Army Sustainability Committee (ASC)
Meeting Minutes

30 August 2007

Welcome and Opening Remarks

Wanda Johnsen (ODEP) began by welcoming members to the meeting and reviewing the agenda (Enclosure 1). She thanked everyone for attending and noted that this was her first official ASC meeting (she was standing in for COL Mike Bennett, ASC Co-Chair, who was not able to attend due to other commitments). She then asked everyone to introduce themselves for the benefit of those who were participating via conference call. Chris Werle (LMI) asked everyone to mark the attendance sheet (Enclosure 2), and make necessary corrections to the listed contact information if needed.

Review 28 June 2007 Meeting Minutes

Wanda Johnsen next asked the group if any changes were needed to the minutes from the 28 Jun 07 meeting. No one had any comments at this time, so she asked that any changes be forwarded to either herself or Chris Werle within the next week. LMI will ensure that the final minutes are posted to either the Army sustainability website or, as an alternative, to AKO (this issue is discussed in more detail under new business).

Other ASC members then updated the group as listed on the agenda: old business, new business, and wrap-up.

Old Business

Strategic Plan Update

Carl Scott (ODASA [ESOH]) updated the ASC on developments related to the Army Strategic Plan for Sustainability (hereinafter "strategic plan") that have occurred since the last meeting. He began by noting that the strategic plan has been through several iterations and is now in final draft. He has provided it to Mr. Tad Davis (DASA [ESOH]) along with a proposed approach for completing Army-wide staffing. He is not certain when it will go out for formal staffing, but he believes it will be very soon. Carl will ensure that ASC members are included on distribution so they will have the opportunity to review and comment.

Paul Volker (USACE Civil Works) asked if the latest draft included updates to Section 10. Carl indicated that he thought it did, but that USACE was to have provided the needed revisions. Paul noted that the proposed revisions still had to be reviewed by Dr. Terrio and other civil works staff. Carl emphasized that USACE should send any outstanding revisions to him as soon as possible, but no later than the end of next week (7 Sep 07).

Sustainability Workshops Update

Wanda Johnsen updated the group on the status of installation sustainability workshops by reviewing the current schedule (Enclosure 3) and providing an updated handout (Enclosure 4) depicting those installations where sustainability plans are either being implemented or are in the planning process. She indicated that she is still looking for workshop facilitation support. Anyone who has helped facilitate workshops in the past and would like to do it again should let her know. To the extent possible, she will try to match facilitators with the specific functional area(s) in which they have expertise.

New Business

Review Draft ASC Charter Revisions

Wanda Johnsen passed out a copy of the initial draft of the revised ASC Charter (Enclosure 5). The draft primarily incorporates recommendations put forth during the 5 Jun 07 Charter revision work group meeting, as well as a few other revisions added by Wanda and COL Bennett. She emphasized that it is still in draft and subject to further change. She also noted that the ASC is a senior body with O-6/GS-15 level representation. To ensure better continuity, we may want to include the requirement that each member organization designate a primary and alternate point of contact to attend meetings.

Another issue concerns the disparity between the ASC member and distribution lists (the general distribution list is much longer than the membership list). While it is probably a good idea to send meeting minutes out to a wider audience, we should consider restricting meetings primarily to members or designated alternates. In particular, during meetings where sensitive issues are discussed, it may not be appropriate to have contractors present.

Regarding meeting frequency, a question arose over whether or not the ASC needs to meet six times per year, or if perhaps quarterly meetings might be more appropriate. The revised Charter also includes more structured agenda content. Wanda asked that everyone review the draft revised Charter and send her comments as soon as possible. She will then incorporate comments as appropriate, and distribute another draft.

On a related issue, Wanda and COL Bennett coordinated with COL Schuster (Chief, OACSIM Plans and Operations Division) to see if he or his designee would agree to serve as one of the permanent committee Co-Chairs. Although COL Schuster clearly has an interest in the ASC, he cannot serve as or otherwise designate a Co-Chair at this time. However, his office will continue to participate in ASC meetings and related activities as much possible.

Strategic Management System (SMS) Goals and Tracking

Carl Scott stated that he has been working for some time to get key elements of various strategic plans integrated into SMS (he succeeded in doing so with the ESOH strategic plan). In particular, he wants to integrate the Army Strategic Plan for Sustainability. This is important because SMS will help integrate what we do with other Army functional

areas. As a pilot of this initiative, he will take one objective area that falls under Civil Works (Section 10) and will start integrating related goals and objectives into SMS. The overarching goal is to integrate sustainability into SMS. Unfortunately, this effort is on temporary hold until the strategic plan has been formally staffed and approved.

Tad McCall (AEPI) pointed out that the challenge is that most functional areas readily plug into an SMS node, while the strategic plan covers the entire Army. For example, how would we ensure that each functional proponent, such as the ASA (ALT), will accurately represent their assigned strategic plan objective(s) in SMS? Every functional proponent will have the opportunity to review the strategic plan. Once they concur with the plan, that means they have signed up for it and accept responsibility for doing their part. Perhaps we could then measure their progress in SMS with a green, amber, or red status indicator. The bottom line is that the ASC may end up having to help figure out how this would all work.

Carl concluded his discussion by noting that the DUSA (BT) presents a 2 hour overview training class on SMS. It would be helpful if ASC members could take the training. He will forward the next training announcement email to Wanda so that she can distribute it to ASC members.

VJ Abdoo (IMCOM Plans and Operations) suggested that perhaps we can sweep some other data collection and reporting requirements into SMS in order to eliminate some duplicative reporting requirements. Wanda Johnsen pointed out that SMS is a work management system designed to track how we are doing at achieving certain tasks. After some discussion, she felt we might be confusing Environmental/Sustainability Management Systems with the Strategic Management System – they are not the same thing. Also, she noted that AEC has completed a comprehensive Lean Six Sigma review of Army environmental reporting systems to help determine what can be eliminated or streamlined. Wanda then suggested that at the next ASC meeting we arrange to have the ODUSA (BT) give a presentation on SMS. We might even illustrate how the tasks that OACSIM/ODEP has already loaded into SMS support the strategic plan Section 3.1 objectives.

Review and Refocus Sustainability Workshops

Wanda Johnsen noted that now that we have completed sustainability workshops at a number of installations, it might be a good time to step back and look at what we have done and what we have accomplished. Can we identify impediments to implementing the goals we have established? Should we get installation feedback on the process? We have assigned installation sustainability champions to help follow through on answering these kinds of questions. We are also updating a database of installation sustainability projects and accomplishments to identify actions that may have broad applicability and benefits across the entire Army. Objective 3.1 of the strategic plan states that we will develop sustainability plans for all installations by Tier (Tier 1 and 2 will be done first). Ultimately this effort will support the G-3 established Tier structure. We are also looking at available tool kits and training materials to see what we might provide installations now. This would enable them to get started on their own rather than having them wait to come up on the formal implementation schedule. We may

also look at conducting some implementation training at next year's Installation Management Institute (IMI).

Status of DoD EO 13423 Implementing Guidance

Carl Scott summarized ongoing efforts in this area. He noted that EO 13423 consolidates a number of older EOs, makes some requirements even more stringent, and emphasizes sustainability as a desired end state. The ASA (I&E) is the Army lead for the new EO. Last month OSD held a meeting with all Service functional proponents to start driving the EO in a cross-functional fashion. During that meeting, Mr. Grone emphasized that the EO is a non-environmental order and demands a cross-functional approach. It will not be like the past where these types of orders were always passed off as an environmental requirement.

As a next step, Carl noted that the ASA (I&E) needs to form a SES/GO level steering committee or working group to address what ultimately comes down from OSD and to focus the Army on doing well at meeting the new EO requirements. The OFEE implementing guidance talks at a very high level, using existing interagency groups to get things done. Carl is not sure if this is exactly how the Army should approach things, but we will probably do something similar. Sometime during Sep 07 a memo should be issued to formally announce the Army's implementation approach. Tad McCall stated that the EO implementing guidance doesn't really tell us how to do things, so if the Army comes up with a good approach, then so much the better. In closing, Carl noted that one appendix to the strategic plan includes a crosswalk of its objectives and EO 13423 requirements.

Sustainability Websites

Wanda Johnsen next began a general discussion about Army sustainability websites. Essentially we have two sites – the public site (www.sustainability.army.mil) and AKO. She stressed that some information that is currently available on the public site should perhaps not be there. This includes things such as ASC meeting minutes that include names, organizations, email addresses, phone numbers, etc. In addition, the public site includes documents that contain some sensitive information (e.g. the ACUB Annual Report contains some funding data). Over the next few weeks she will be reviewing what is on the public site to ensure that what we make available there is appropriate.

Curt Wexel (DAIM-FDF-UE) said he would like to add some things to the public site, to include a link to the Army Energy Program website (which in turn includes the Army Energy Strategy and the Water and Energy Campaign Plan). In addition, we need to link the public site to installation-maintained ISP sites. This would help ensure that the ISP information on the public site is automatically updated. Curt would also like to expand the new Army Sustainability Awards criteria to include criteria for energy management. In particular, it might be a good idea to have a list of basic award criteria, and then add some other more specific ones. After this discussion, Wanda noted that we need to update the ASC on the status of the Army Sustainability Awards at the next meeting.

Carl Scott also suggested that at the next meeting we might ask the Army G-4 to brief the ASC on where the Army Energy WG is heading with the Army Energy Program. MAJ Royce Edington (G-4) indicated that he would brief the ASC at the next meeting.

Wrap-up and Next Meeting

In closing, Wanda Johnsen thanked everyone for attending and participating in the meeting. She also asked all ASC members to feel free to offer up new agenda items for inclusion at future meetings and to volunteer to be presenters as well. The next meeting will be held on 25 Oct 07 at a TBD location, after which we will transition over to quarterly meetings.

There being no further business, the meeting adjourned at 1400.

Enclosures:

- 1 – Agenda
- 2 – Attendees
- 3 – Sustainability Workshop Calendar
- 4 – Installation Sustainability Plans Map
- 5 – Draft Revised ASC Charter

Army Sustainability Committee (ASC) Meeting Agenda
ODEP Conference Room PT 9300 (9th Floor)
Presidential Towers, Crystal City, VA

Thursday, 30 Aug 07
1300-1500 hrs

Call in # 410-436-1000 (Conference Code 0981)

| | | |
|-------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|
| 1300 – 1305 | Welcome/Opening Remarks | W Johnsen (ODEP) |
| 1305 – 1310 | Review Jun 07 Meeting Minutes | W Johnsen / All |
| 1310 – 1350 | Old Business: a. <i>Strategic Plan for Army Sustainability</i> update b. Sustainability Workshops update c. Other | C Scott (DASA(ESOH)) W Johnsen W Johnsen / All |
| 1350 – 1450 | New Business: a. Review draft ASC Charter revisions b. Strategic Management System – goals & tracking c. Review & refocus Sustainability Workshops d. Status of DoD EO 13423 implementing guidance e. Sustainability websites f. Other | W Johnsen C Scott W Johnsen C Scott W Johnsen W Johnsen / All |
| 1450 – 1500 | Wrap-up, assign tasks/schedule, and set next meeting date | W Johnsen |

Next ASC Meeting Thurs, 25 Oct 07

ASC Meeting Attendees (30 Aug 07)

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Enclosure 2

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Sustainability Planning Calendar

Updated: 28 Aug 07

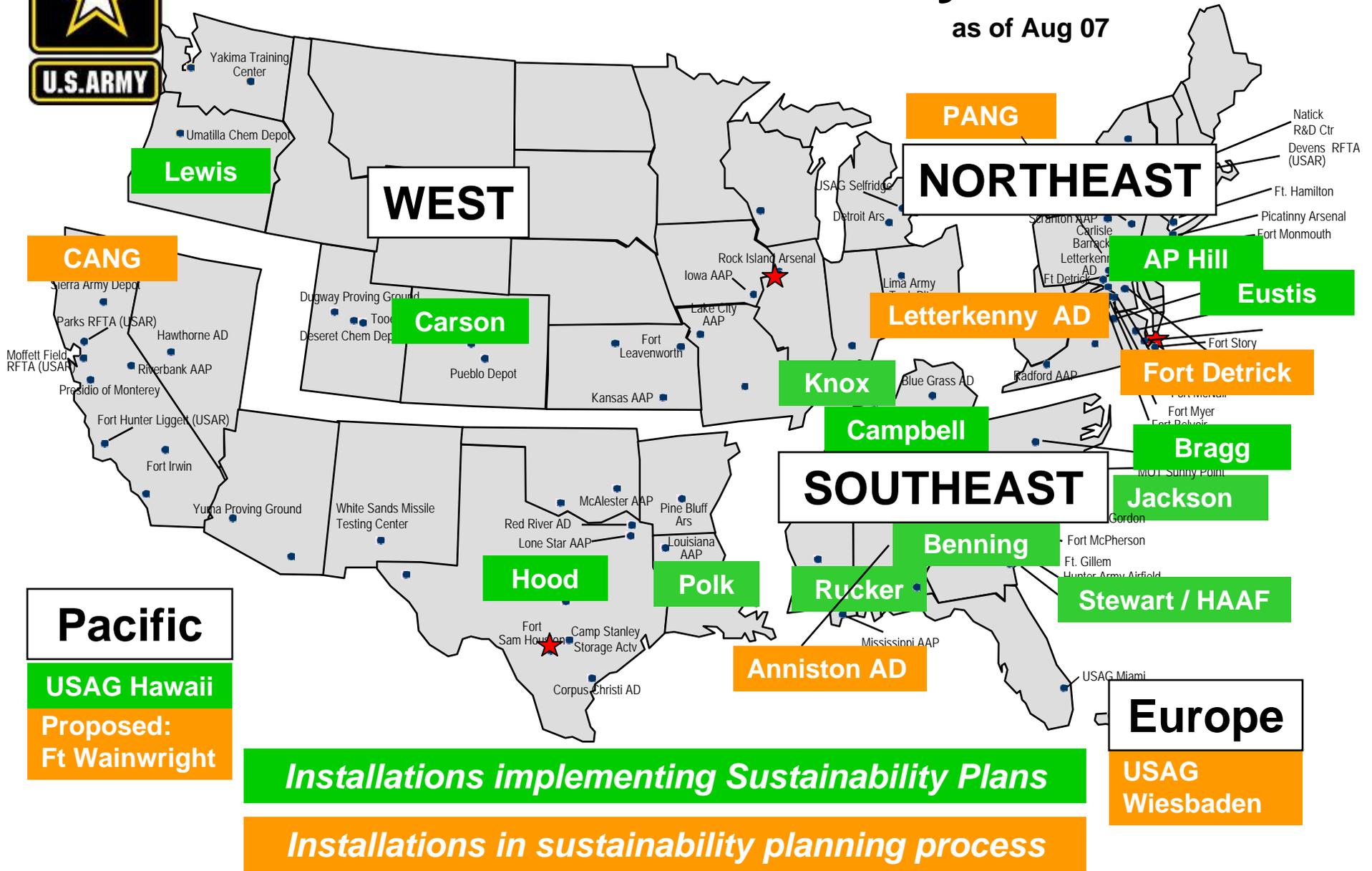
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|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|-------------------------------------------------------|
| July 07 10-11 Jul – PANG Workshop B | Aug 07 21-23 Aug – USAG Wiesbaden Wksp C | Sept 07 11-13 Sept – PANG Workshop C |
| Oct 07 2-4 Oct – Letterkenny Workshop A/B 11 Oct – Ft Detrick Pre-Planning Mtg 22-26 Oct USAG Wiesbaden Wksp D 29 Oct - 2 Nov – PANG Wksp D | Nov 07 12-16 Nov – PANG Workshop D (con't) | Dec 07 2-4 Dec – Aniston Workshop C |
| Jan 08 Tentative – Aniston Workshop D 22-24 Jan – Letterkenny Workshop C | Feb 08 | Mar 08 |
| April 08 7-9 Apr – Letterkenny Workshop D | May 08 | June 08 |
| July 08 | Aug 08 | Sept 08 |
| Oct 08 | Nov 08 | Dec 08 |

Workshop A/B = Awareness & Baseline
 Workshop C = Goal Setting
 Workshop D = Develop Targets & Objectives



Installation Sustainability Plans

as of Aug 07





Sustainability Planning Calendar

Updated: 28 Aug 07

| | | |
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| July 07 10-11 Jul – PANG Workshop B | Aug 07 21-23 Aug – USAG Wiesbaden Wksp C | Sept 07 11-13 Sept – PANG Workshop C |
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