

Implementing Sustainability (2010-2015)

Moving Pierce County Government Forward

April 20th, 2010



“In order to create a more sustainable Pierce County we must develop partnerships that help us overcome the difficult challenges we face in improving air quality, reducing transportation emissions, increasing energy efficiency and reducing the amount of resources we use. Together we can make Pierce County a more sustainable community for the next generation.”

-Pat McCarthy, Pierce County Executive



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Implementing Sustainability (2010-2015)

Moving Pierce County Government Forward

Since completing our internal Pierce County Sustainability Plan in 2009, my office looked for opportunities to fund a full-time Sustainability Manager to move our plan forward. We earned a grant from the U.S. Department of Energy, and look forward to implementing the plan. Over the next five years, we will focus on three components of sustainability: education and public outreach, partnerships, and leading by example. This effort will ultimately save taxpayers' money by thinking through the life-cycle costs of our decisions and actions. All Pierce County employees will be asked to help make this a more sustainable place to live, work and play.



-Pat McCarthy, Pierce County Executive



2010 "Sustainability Week" Proclamation
No. R2010-47

Sustainability isn't just a buzz word – it's a team effort to make our government more fiscally and environmentally responsible. From adopting sustainable budgets to increasing the energy efficiency of government buildings, Pierce County embraces sustainability and is always looking for further ways to make positive changes.



-Roger Bush, Pierce County Council Chair

We are encouraged by the initial actions Pierce County employees have taken to make sustainability a component of their jobs. Most of the practices implemented so far are common-sense solutions that save money and have a positive effect on the natural environment. But that's not enough. We will raise the bar by setting aggressive goals, tapping innovative ideas and new technology and creating sustainable "best practices" standards for all of our departments. As we move forward, we will better measure sustainability indicators so we can demonstrate the progress Pierce County has made.

-Ryan Dicks, Pierce County Sustainability Manager

Implementing Sustainability (2010-2015)

Moving Pierce County Government Forward

2015 Sustainability Goals

- **Energy Efficiency:** Reduce by 10% electricity and natural gas use in County facilities over 2010 levels. All new County facilities will be built to a LEED Silver or better standard.
- **Employee Sustainability Training:** When surveyed 90% of Pierce County employees take sustainability into consideration in their jobs.
- **Transportation:** 50% of Pierce County general use fleet to be hybrid/electric/alternative fuel vehicles (Currently 15.3%). 25% of Pierce County employees will telecommute, use public transit, carpool/vanpool, bicycle, walk or drive electric vehicles to work. (Currently 13-17%)
- **Air Quality:** All areas of Pierce County are within compliance with federal air quality standards.
- **Green Purchasing and Recycling:** At least 50% of office products purchased will have recycled content (currently 26%). Reduce purchase and consumption of copier/printer paper by 15%. Increase recycling by 50%. Reduce the amount of landfill waste by 30%.



Leading by Example (page 4)

- Our Sustainability Manager will work with each department to create departmental sustainability plans this year.
- In 2010 department directors will focus on five initiatives: energy efficiency, improving air quality, reducing the impact of employee transportation on the environment, green purchasing/recycling and employee sustainability training.
- We will determine a sound way to measure greenhouse gas emissions and create Pierce County reduction goals.
- We will invest in efficient vehicles that limit our fleet's emissions and reduce contaminants in the air and in Puget Sound.
- We will ask all of our employees to find sustainable solutions in their daily work.

Sustainability Partnerships (Page 6)

- Our Sustainability Manager will create sustainability partnerships with the other regional entities that have a major effect on Pierce County's sustainability. These partnerships will leverage our limited resources and make sure we are working together to create efficiencies.

Education and Public Outreach (Page 6)

- Once Pierce County is actively leading by example as a more sustainable government, we must use our sustainability partnerships to educate Pierce County citizens about the value of sustainable living. We must offer Pierce County citizens the tools to live more sustainably.

2009 Pierce County Departments 2009 Sustainability Report (Page 7)

- A thorough look at the sustainable actions of Pierce County Departments in 2009.

Pierce County - Leading By Example

Energy Efficiency

- Complete an energy audit of the county's facilities.
- Complete the Federal EECBG Grant, creating local jobs and saving energy.
- Complete a Facilities Master Plan that takes into consideration access to transit and energy efficiency.
- Use Federal stimulus loans and grants to make substantial upgrades in building energy efficiency.
- Use new technology solutions to make systems and buildings more energy efficient.

Employee Sustainability Training

- Create sustainability training for all employees as part of orientation.
- Develop employee "best practices" documents for sustainability.
- Improve communications about sustainability and create employee incentives.

Transportation

- Minimize governmental transportation to improve air quality, Puget Sound health and decrease our greenhouse gas footprint.
- Improve incentives for employees who use public transit, carpool and bicycle or walk to work.
- Ensure that future facilities have convenient access to transit.
- Improve the fuel efficiency of the county fleet.
- Be a leader in purchasing electric vehicles.
- Make it easier for employees to video conference.
- Create a unified policy for four-day flex weeks and telecommuting.



Air Quality

- Work in partnership with EPA, the Department of Ecology, the Puget Sound Clean Air Agency, the City of Tacoma, area Tribes, the military and the business community to improve air quality.
- Support our woodstove change-out program, removing the most harmful woodstoves from our air shed and creating jobs.
- Adopt an anti-idling policy for the County fleet.
- Educate our citizens about the health effects that are directly related to poor air quality.
- Improve our fleet's fuel efficiency.
- Provide improved employee incentives for public transit, carpool, biking and walking.



Green Purchasing and Recycling

- Strictly enforce our Environmental Purchasing Policy that promotes efficient shipping, buying recycled products and limiting packaging.
- Improve our rate of recycling at County facilities by at least 25% by 2011.
- Reduce our landfill waste at County facilities by 25% by 2013.
- Pierce County will save taxpayer money by using fewer resources.

Pierce County - Leading By Example

Water Quality

- Reduce water use in our public facilities and properties.
- Minimize the negative effects of storm water on Puget Sound through improved Low Impact Development standards for construction and road building.
- Look for opportunities to creatively re-use gray water coming from our wastewater treatment plants.
- Reduce our reliance on gas cars, limiting the amount of contaminants that end up in Puget Sound and our streams.
- Continue purchasing properties that play a critical role in providing ecosystem services and controlling flooding.
- Continue grading the water quality of our stream health using a County-created score card.
- Provide low-interest loans and grants to fix failing septic systems.
- Support regional collaboration for Puget Sound recovery.

Public Education and Outreach

- Ensure that employees who work on public outreach incorporate sustainability into their outreach programs.
- Work with our Sustainability Partners to create a curriculum that can be broadly used to educate citizens about sustainability.
- Incorporate sustainability into our communications with Pierce County residents.
- Model sustainable behavior in our daily actions.



Land Use & Development

- Address sustainability in comprehensive planning, programming and County projects.
- Create partnerships among departments and jurisdictions to maximize resources and ensure mutual goals.
- Support the Transfer of Development Rights Program, working with cities to find necessary receiving sites.
- Create a new Open Space plan.
- Work with the Master Builders to highlight the Built Green program.
- Consider expedited permitting for low impact and LEED developments.
- Protect farmland that provides local food options.



Greenhouse Gas Reductions

- Pierce County will take steps to reduce our greenhouse gases and will prepare for future greenhouse gas regulation by the State and Federal governments.
- Measure our 2010 greenhouse gas footprint working with other sustainability partners to defray costs and produce the most valuable report.
- Seek FSC certification on our 1,100 acres of forestland.

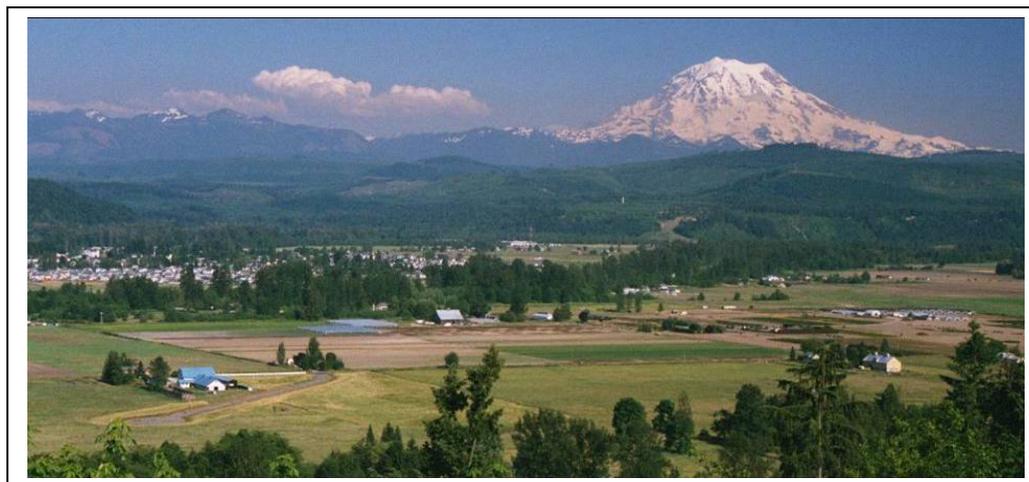
Partnerships and Outreach

Create sustainability partnerships throughout Pierce County with the following groups in 2010

- ❖ Environmental and Health Nonprofits
- ❖ Franciscan/MultiCare
- ❖ Joint Base Lewis-McChord
- ❖ Pierce County Cities
- ❖ Pierce County Colleges
- ❖ Pierce Transit
- ❖ Port of Tacoma
- ❖ Puyallup/Nisqually/Muckleshoot/Squaxin Island Tribe
- ❖ School Districts
- ❖ Special Purpose Districts
- ❖ Tacoma-Pierce County Chamber of Commerce
- ❖ Tacoma-Pierce County Health Department
- ❖ Tacoma Public Utilities, Puget Sound Energy, Peninsula Light Co.

Education and Public Outreach in 2011

In 2011, Pierce County will work with its sustainability partners to highlight challenges and successes and offer “best practices” information to the public. The collective reach of our sustainability partners offers amazing opportunities to reach the citizens of Pierce County and offer information on how we can live more sustainably county-wide. Creating a standard sustainability presentation and curriculum will be critical to making this community outreach effort successful. The Pierce County Sustainability Manager will be in charge of creating and implementing this outreach program.



Pierce County Department Sustainability Highlights (2009)

Reviewing the list of sustainable actions that Pierce County Departments took in 2009, I am pleased that sustainability is alive and moving forward in Pierce County government. The strides we took in 2009 will serve as a launching pad for the Pierce County Sustainability Program moving forward. I want to thank the members of the Sustainability Team that worked so hard to put this report together. There are hundreds of actions that Pierce County departments are taking to be more sustainable. Keep up the good work.

-Pierce County Executive Pat McCarthy



Pierce County Sustainability Team

Department	Team Members
Assessor/Treasurer	Gretchen Borck
Assigned Counsel	Holly Winter & Anne Smith
Auditor	Mary Schmidtke & Lori Augino
Budget and Finance	Douglas Whittaker
Communications	Lillian Allred
Community Services	Cindy Gorgas & Marlette Buchanan-Hill
County Council	Hugh Taylor
Economic Development	Hans Kueck
Emergency Management	Paul Shukovsky
Executive's Office	Randy Harrison
Facilities	Hollie Rogge & Ann Hibbert
Government Relations	Brynn Brady
Human Resources	Wendy Seese
Human Services	Christi James
Information Technology	Michael Stack & Cindie Lang
Parks and Recreation	Skip Ferrucci
Planning and Land Services	Kimberly Freeman
Prosecuting Attorney	Terry Dacca
Public Works	Debby Hyde
Risk Management	Kirk Stenger
Sheriff's Department	Ed Smith & Patrick Kelly

Department Sustainability Highlights

- Created online, self-serve functions to reduce vehicle miles traveled by customers. (*Auditor*)
- Increased recycled office products purchased Countywide from 22% of net purchase to 26%. (*Budget and Finance*)
- Provided energy conservation education to more than 7,000 low-income households and gave away low-cost, low-flow showerheads. (*Community Services*)
- Reduced postage costs 67% from 2008 to 2009, resulting in a savings of more than \$10,000. This equates to roughly 15,000 to 20,000 fewer pieces of first-class mail leaving our office. (*County Council*)
- Applied for and received \$4.3 million in U.S. Department of Energy stimulus money to complete energy efficiency work and create jobs. (*Executive*)
- Initiated a grant to help move Pierce County forestland toward FSC certification. (*Facilities*)
- When we no longer needed items, we exhausted the surplus or re-use options prior to sending them to a landfill. (*Human Services*)
- Participated in EPA's Energy Star Low Carbon IT Campaign. (*IT*)
- Reduced the use of chemicals and fertilizers overall while increasing the use of organic fertilizers. (*Parks and Recreation*)
- Re-used 75 tons of recycled tires in the 2009 chip-seal program. (*Public Works*)
- Implemented Citizens Online Reporting, which reduced the need for citizens to drive to a police station or a deputy to drive to the citizen. (*Sheriff*)

Pierce County Department Sustainability Highlights (2009)

Assessor/Treasurer

- Carpool and vanpool, ride bikes and purchase more fuel-efficient cars from Fleet (hybrid vehicles).
- Purchase recycled paper, recycle the paper, pop cans, plastic bottles and toner cartridges.
- Make forms of the office available online cutting postage cost.
- Reuse of any office supplies – note books, paper clips, binders.
- Archive paper work electronically.

Assigned Counsel

- In 2009 we instituted new procedures for file retention to reduce ongoing storage costs and reduce reproduction of documents.
- We frequently scan documents and send electronically instead of hard copy and we recycle our toner cartridges.
- Our staff reuses file folder, binder clip, paper clips etc. instead of ordering new supplies.
- A large percent of our staff walks to the courthouse and the jail instead of driving and parking.
- Staff has been encouraged to make double sided copies and minimize paper use.
- Our diversity classes have been arranged to be held in the building thus preventing staff from driving to the classes.
- Our staff has turned off lights when not in use on a regular basis.

Auditor's Office

- All our old electronic devices are disposed of in a safe manner.
- Switched from CRT monitors to LCD monitors that use less energy.
- Use virtual server technology whenever we can to limit the number of servers we have.
- Embrace the use of centrally managed power settings on computers and monitors to save power.
- All new printers purchased have a duplex (2-sided) mode to save paper.
- Creating as many online, self-serve functions as possible to reduce vehicles miles travelled by customers.
- Provided automated distribution of e-ballots and other elections materials via web or e-mail.
- Development of e-mail contact lists for jurisdictions and vendors and making email the means of communication (when statute allows).
- Permanent license tags that eliminate waste of outdated tags (and mailing costs).
- Assigned areas for animal control officers eliminating excessive driving.
- Washing vehicles at designated environment-friendly car wash facilities.

Pierce County Department Sustainability Highlights (2009)

Budget & Finance

- Increased total number of hybrid vehicles in fleet to 35 (15.3% of general use fleet).
- Increased recycled office products purchased Countywide from 22% of net purchase to 26%.

Clerk of the Superior Court

- 21.97% of all new case activity were electronically filed as well as paid for via the Internet.
- 10,917 files were imaged, thus reducing off-site storage.
- The electronic Arbitration Program was partially implemented in 2009. The selection portion of the process is now fully automated, which has saved dramatically the administrative time needed to prepare the notices. However, because of court rule issues regarding electronic service of these documents we are yet to accomplish the second half of this project, which would save the paper and mailing expenses.
- 16,679 electronic payments for certified copies were made during 2009 totaling \$102,910. This represents a 58% increase in revenue from electronic documents over 2008.

Communications

- The Communications department shifted from printing hardcopies of our quarterly employee newsletter to an online version. This new format is distributed via e-mail and gives employees the option to read it online or print it out.
- Our department works with IT to continuously update and add improvements to our Web site so that citizens may apply for applications, pay for services or do research online versus driving to a facility to do so.

Community Services

- Purchased recycled paper.
- Purchased printers with double-sided printing capability.
- Reused old computers for client programs.
- House a recycle station for CFL bulbs in our lobby.
- Made program applications available online to reduce client travel.
- Recycle used toner cartridges.

Pierce County Department Sustainability Highlights (2009)

Community Services (Continued)

- Took steps to save paper by offering our resource guide on CD and online.
- Received grant funding to provide 5,500 connections to Public Transit from outside The Pierce Transit Public Benefit area in 2009.
- During 2009 received \$2.2 million in federal, state and local Weatherization funds to Pierce County residents.
- Provide energy conservation education to more than 7,000 low-income county households and give away low-cost conservation items such as low-flow showerheads and outlet gaskets.
- During 2009 gave away 8,000 compact fluorescent bulbs to Pierce County residents.
- During 2009 actively participated in webinars as opposed to traveling.

County Council

- Postage costs were reduced 67% from 2008 to 2009 resulting in a savings of more than \$10,000. This equates to roughly 15,000 to 20,000 fewer pieces of first class mail leaving our office. In addition to the direct postage savings, savings also incurred in the areas of paper and envelope use and clerical staff time spent preparing mailed documents.
- TDR/PDR Program Update (Ord. 2009-24s) – Updates and increases flexibility within Pierce County’s Transfer and Purchase of Development Rights Program making it easier for property owners to participate in the program.
- Open Space Program Update (Ord. 2009-45s) – Updates Pierce County’s open acquisition and taxation programs to place greater value on acquiring or preserving certain types of open space including marine waters, prairie lands, archaeological sites, and historic landmarks.
- Open Space Funding Task Force (Res. R2009-97s) – Establishes a task force to evaluate funding mechanisms for open space acquisition and acquisition recommendations.
- Crescent Valley Biodiversity Plan (Ord. 2009-71s) – As part of the update to the Pierce County Comprehensive Plan, the Council adopted the Crescent Valley Biodiversity Plan. Although the biodiversity plan is not regulatory in nature, it provides important management information to the County and to property owners within the Crescent Valley area.

Pierce County Department Sustainability Highlights (2009)

District Court

- Installed LCD energy saving monitors at all work stations at all three court locations (CCB, Hosmer Branch Court and Probation Division).
- Installed central power setting for our case management system for power savings.
- All copiers have power savers.
- Eliminated mailing of Time Payment Compliant statements, saving \$34,000 per year, and eliminating 120,000 pieces of mail annually.
- Continue to promote electronic document filing and in-court use of electronic records.
- Annually receive an average of 115,000 Tacoma/Narrows Bridge Toll violations electronically.

Economic Development

- We recycle our paper and newsprint, we use a water filter instead of bottled water and we use real dishes and flatware.
- More than half of our staff works on a flex schedule to minimize commuting.
- When possible the staff carpools using a county vehicle to maximize efficiency.
- Business Retention and Expansion (BRE) calls are geographically grouped to minimize travel time and fuel consumption.

Emergency Management

- We are making sustainable choices on vehicle use. For example, the Emergency Management Division traded an Expedition to the Fire Prevention Bureau in return for a hybrid. The EMD hybrid is driven more miles than the Expedition. And the Fire Prevention Bureau has greater need for the capabilities of the Expedition.
- Encouraged to recycle and to minimize their use of paper where ever possible especially two-side printing to save paper.
- DEM has made extensive use of webinars and other web-based technologies and training opportunities which reduce trips.

Executive's Office

- Applied for and received \$4.3 million in U.S. Department of Energy stimulus money to complete energy efficiency work and create jobs in Pierce County.
- Hired an executive-level staffer to lead the Sustainability Program for Pierce County.
- Reduced the use of paper by sending official "CC's" documents electronically.
- Made Sustainability a priority for Pierce County Government and passed this direction on to Department Directors.
- Worked on the creation of an improved internal recycling program.

Pierce County Department Sustainability Highlights (2009)

Facilities Management

- Implemented greater use of green cleaning products by both County custodial staff and contracted custodial staff.
- Completed numerous lighting projects which have created cost savings in energy use and utility rebates.
- Initiated a grant to help move Pierce County forestland toward FSC certification.
- Requested and received 2010 budget for several energy saving capital projects to include lighting and window replacement.
- Remodeled several restrooms that utilize touchless fixtures creating a healthier and more water efficient environment.
- Require through contracts the use of green products and require recycling in new construction and remodel projects.
- Recycled plastic DSX system access cards to Remann Hall when the Lenel Security System was implemented.
- Changed from tri-fold to rolled paper goods with higher recycled paper content for use in County restrooms.
- Updated operations to require custodial staff turning off lights after hours when occupants are gone for the day.
- Continued use of electronic bid documents rather than paper.
- Updated and repaired irrigation systems at the Human Services campus installing technical controllers which convert conventional irrigation systems into weather-smart ones that analyze the need for watering based on solar radiation, temperature, wind, humidity, and rainfall.

Government Relations

- Carpool or walk to meetings and telecommuting allowed.
- Purchase recycled materials and double sided copying.
- Electronic distribution (rather than hard copy).
- Support legislative issues that forward sustainable practices.

Human Resources

- Implementation and promotion of online job application process reducing thousands of pages of paper annually.
- Development and implementation of online forms, processes, and documents for both existing and potential employees.
- Approximately 25% of the HR department utilizes CTR programs.
- Purchased eco-friendly supplies when possible and only purchased recycled paper products.
- Emphasized stair vs. elevator usage.
- Synchronized computers and lighting devices to "sleep" in effort to conserve energy usage.
- Working on developing training webinars resulting in less commuting.

Pierce County Department Sustainability Highlights (2009)

Human Services

- Staff actively recycled paper products, aluminum cans, and plastic bottles; collection sites are located in work areas.
- An old compactor was replaced with a larger, more efficient one, resulting in a reduction of the frequency of collection
- We implemented a trash collection process in which staff took their full desk-side trash to centralized trash bins. This reduced daily replacement of trash bin liners and also helped raise awareness of the amount of trash generated.
- We continued our commitment to using environmentally friendly cleaners whenever possible.
- We remained a scent-free workplace for the health of our coworkers and clients, as well as the betterment of our work environment.
- We successfully tested electrolyzed water as an alternate cleaning agent in non-clinical areas of the building.
- We implemented practices to ensure that surplus and/or reuse options were exhausted prior to disposal of used or extra items, and thereby reduced the use of landfills and associated costs and impacts of removal. Some of these practices included surplus items, filling supply orders with extra and surplus stock on hand, and remove paperclips, etc. prior to sending documents for shredding.
- Whenever feasible, the department purchased products made from recycled items.
- Our Developmental Disabilities program tested and utilized a copy machine option for facsimiles - printing out documents only when necessary. This not only reduced the amount of paper used, but it also automatically restricted access to various documents.
- Staff began scanning and emailing documents more consistently as an alternative to printing multiple copies of documents.
- Printer defaults were set to duplex on all models possible.
- Staff utilized "Go To" or conference calls for meetings when possible, thereby reducing the associated impacts of travel.
- Staff is encouraged to switch off lights when leaving their work area for a long period of time and at the end of their shift.

Information Technology

- Wherever possible, IT ensures that duplex-capable printers are purchased Countywide.
- Participant in EPA's Energy Star Low Carbon IT Campaign.
- County standard PCs, laptops, monitors, and printers are Energy Star qualified.
- IT uses an environmentally safe computer disposal program.
- Monitor power saving mode is set to 20 minutes on the standard images.
- Verdiem Surveyor (power management tool) has been implemented in most County departments.
- County standard monitors are LCDs rather than CRTs.
- IT implements virtual server technology to limit the purchase of new power-hungry servers for every new application.

Information Technology (Continued)

- Reclaiming data center heat.
- Webcast our IT Ops Partners meetings as an option to attend virtually instead of driving.
- Replaced aging Data Center A/C to more energy efficient model.
- Implemented SAN technology to consolidate storage decreasing device count used for storage.
- New data center is far more efficient than existing data center. Cooling equipment has been replaced with energy efficient units. To date, dozens of old, inefficient servers have been removed and many more are slated to be removed.
- We have upgraded many IT equipment facilities with an eye toward reducing the use of energy and space.
- The County-built database called the Legal Information Network Exchange (LINX) is used by all 11 safety and justice departments for electronic filing of court documents as well as electronic storage and retrieval of old documents. This database application cuts down on paper usage, storage, staff costs, eliminates car trips to the County courthouse, and accelerates response times to critical matters such as domestic violence.
- The County Intranet site allows employees to share used goods.
- Departments use electronic reporting systems for payroll and financial reports, e-filing for court documents, internet/email to distribute notices, agendas, legislation, newsletters, online job applications, and permit applications.
- Many employees scan documents to send electronically, read on screen, print double-sided, and publish on CD-ROMs.
- The telephone system supports voice conferencing rather than driving when possible.
- To promote ride sharing, GIS completed an analysis of drive times to major county facilities to show the commute-trip costs as gas prices were rising.

Juvenile Court

- Initiated scanned warrant project that eliminates the need for multi-carbon forms in our Booking Department (where kids are booked in when arrested and detained). This saves us paper.
- Our juvenile court clerk's office developed a queue for new dependency and termination petitions to go directly to the Civil Case Manager so we don't have to make copies.
- Added a Toyota Prius to the Community Detention unit. Staff is driving on the road between 8am - 11pm checking on kids to make sure they are where they're supposed to be.
- Replaced copiers/printers with equipment designed to conserve energy. The new copier's use 1/3 less power than previous ones, use fewer cartridges and recycled parts.
- Print double-sided documents and recycle all of our toner cartridges.

Parks and Recreation

- Changed public meeting to times to better accommodate commuting times.
- Increased the use of “Social Networking” (Facebook & Twitter).
- Requested the public to use electronic methods for P&RS information and for class registration information, reducing the amount of printed material and mailing costs.
- Bought office supplies through “sustainable” companies.
- Conducted financial transactions through email.
- Increased the use of electronic scheduling for employees and for the public use of facilities.
- Expanded the recycling program from just paper to include many recycling materials.
- Developed a Department-wide Sustainability Policy.
- Replaced high use, inefficient electrical and mechanical systems and parts w/ more efficient systems/parts.
- Vehicle pooling and trip consolidation whenever possible.
- Use the ‘no-idle’ policy.
- Recycling available in most of our larger facilities.
- Implementing the use of automatic door locks on facilities reducing personnel time, vehicle use, utility costs, etc.
- Reduce the use of chemicals and fertilizers overall while increasing the use of organic fertilizers where appropriate.
- Reduce irrigation whenever appropriate.
- Use web-based training.
- Purchased supplies for programs and events that are reusable.
- Attempted to eliminate plastic water bottles from our special events and activities.
- Printed the majority of our program guides in black and white.
- Provided recycle bins at special events and encourage their use.
- Scheduled the use of ball fields w/ lighting more conservatively.
- Designed the Sprinker Recreation Center renovation to LEED Silver guidelines.
- Included ‘low impact development’ in our facility planning, design and construction, ie. pervious asphalt park paths in Spanaway Park, Cushman Trail, Foothills Trail; native plantings at Cushman Trail and Ashford Park.
- Partnered with Public Works and Utilities (PWU) – Surface Water Management (SWM) to convert the existing storm water treatment for the Sprinker Recreation Center Parking lot to low impact development techniques.

Parks and Recreation (Continued)

- Continued to administer the Conservation Futures Program in the acquisition of open space properties throughout PC.
- Updated our Park, Recreation and Open Space plan, including a Regional Trail Plan chapter.
- Per Comprehensive Plan recommendations, established a Park and Recreation Zone for parks through the Comprehensive Plan.
- Facilitated the Open Space Task Force as established in Resolution 2009-97s.
- Included sustainability sessions in our Department Retreats.
- Participated in conference call / web based meetings.
- Received \$85,000 through a Department of Energy stimulus grant to replace the Sprinker sign with an LED sign.

Planning and Land Services

- Paper reduction through double-sided printing.
- Putting all application materials online limiting customer travel.
- Providing electronic disk documents instead of hard copies.
- Email notifications of meetings.
- Teleconferencing for long distance meetings.
- Reduced the number of mailings by publishing two hearings at once.
- Ordering re-writable CDs instead of one-time uses where possible.
- Keep electronic database of historic admin correspondence rather than CD library.
- Trying to get the most life out of toner cartridges.
- Reduced number of fleet cars assigned to the division and carpooling whenever possible; upgrading one fleet car to a hybrid; combined staff site visits.
- Turned off lights, unplugged computers, phones, etc when employees leave work.
- Received \$1 million through a Department of Energy stimulus grant to help pay for the removal of old woodstoves and replace them with gas or electric stoves. This will improve air quality in Pierce County and lower greenhouse gas emissions.

Prosecuting Attorney

- All documents in the Misdemeanor Division are scanned into LINX allowing Deputy Prosecutors to access the electronic files from laptops while in court eliminating the need for paper files.
- Reduced the number of take home cars by two-thirds. The cars we do have are smaller, more fuel-efficient vehicles.
- Worked with the Superior Court Clerk to provide immediate electronic access to court documents and court dates on high profile cases eliminating the need to print and fax documents. This reduced the use of staff resources in two County Departments and the need for the public to drive to the County-City building to obtain the information.
- Electronically file all information/complaints, declarations, subpoenas and witness lists with the Courts eliminating paper, copying expenses and reducing staff resources.
- Electronic discovery is provided to the Department of Assigned Council on cases filed in District Court.
- Discovery is scanned on homicide cases and other large cases and then provided to defense counsel on discs which saves copy charges and paper.
- During 2009 we implemented a procedure to receive arrest reports electronically from law enforcement.
- Improved customer service by updating the Prosecutor's website reducing the need for the public to travel to the County-City Building for information.
- Recycle used toner cartridges.
- Implemented policy of producing double-sided copies of large documents reducing the amount of paper used and recycle paper.
- Improved efforts to purchase recycled office materials.
- The State Archivist approved the County's first application for an electronic imaging system that will eliminate the need to maintain and archive paper case files in the Misdemeanor Division.
- In 2009 the Prosecutor's Office received a grant to work cooperatively with Superior Court, the Clerk's Office, DAC, Corrections, County IT and the Tacoma Pierce County Bar Association to develop and implement electronic court orders that will increase efficiency for all stakeholders as well as save copying expenses and staff time.
- In 2009 the Prosecutor's Office and LESA records received a grant to create an electronic Master Charge Table to be shared by law enforcement agencies. This will allow the Prosecutor's Office to electronically create the judgment and sentence, and electronically file with the Court Clerk and with the Department of Corrections.

Public Works and Utilities

- Use of SoundGro (biosolid - fertilizer) as part of the maintenance of the department's turf areas.
- Landscape crews use mulching lawn mowers and leave clippings in place; Landscape crews use fresh tree chips from firms like Asplundh for bark mulch. This saves Asplundh disposal costs and it is a better product for the environment (they haven't been treated). Best part about this program – FREE.
- Irrigation at Chambers Creek facility is from our own on-site water sources – not potable water from City of Tacoma. – Reclaimed water will be used in the future
- Removal of invasive species - "Knockout Knotweed" project in the Chambers Creek, Flett Creek and Peach Creek canyons. Ongoing project to remove Japanese knotweed – a very invasive plant which is damaging the understory of the urban forest.
- Installation of 5 new traffic signals and replacement of three existing ones to the more energy-efficient LED modules.
- Replaced old fluorescent lighting in the sign fabrication and storage shops to a more energy efficient lighting.
- Installed a pilot project at the Traffic Operations Center parking area for testing energy efficient street lighting.
- Provide refreshments at meetings such as the Surface Water Advisory Board using tap water instead of bottled water. Also larger containers of juice or soda are used to allow participants to tailor their own serving size in a cup.
- Commenced the implementation of 2008 Supplement to the Tacoma-Pierce County Solid Waste Plan by conducting an audit and characterization of the county's waste stream, revamping the County's in-house recycling program, initiating a study of a food waste collection program, forming a Business Recycling Advisory Group, and expanding outreach services available to schools.
- Absorbed some additional County code enforcement functions in the Pierce County Responds function, launched new illegal dump cleanup efforts, and expanded nuisance vehicle services into cities and towns.
- Completed Morey Creek Fish Passage project to achieve fish passage beyond the Morey Creek weir on McChord Air force base in partner with other agencies.
- Acquisition of multiple properties damaged during floods and the houses were demolished and removed. Property is left natural.
- Installation of a Dolouse (DOLO) was completed. It is an innovative and very durable structure used to reinforce the toe of a section of the lower Puyallup River levee. When in place the DOLO allows for a mimicking of more natural riverine conditions while providing flood hazard reduction.
- Improved the water quality of stormwater runoff through several overall site improvements at the Pierce County Rock Quarry.
- Provided Clear Stream recycling containers at public and private events held at the Environmental Services Building (ESB).
- Transferred the room rentals at the ESB to a completely on-line/electronic system that eliminates the need for paper reservation forms, thus saving staff time and paper costs.
- Begun energy use reduction shutting off lights and putting computers and printers on standby.

Public Works and Utilities (Continued)

- Using water based traffic paint on the roads that is more environmentally friendly and more durable. Also converted to a smaller “Arrow” symbol in the turn pockets, and eliminated the use of the “ONLY” marking where allowable to conserve on material usage; while the narrower symbol also reduces the wear by vehicular traffic, meaning it doesn’t need to be replaced as often.
- Using cedar posts for signs that can be recycled and reused. Local high schools pick up old sign posts and use them for wood shop projects, and short stubs are donated to a charitable organization that is building raised gardens for elderly. All vegetation and non reusable broken sign posts are put into a 25-yard container and then ground into recyclable mulch.
- Obsolete aluminum traffic signs are stored in a recycling container and recycled.
- Electrical components from the traffic signals that are not useable are properly disposed of as e-waste.
- Removing old markings from the pavement is done with a vacuum system that filters the dust from the environment.
- Aerosol paint cans are punctured with the released gas being filtered, and the paint collected for proper disposal.
- Used batteries are collected and properly disposed of.
- Included porous concrete sidewalks to the intersection improvements at 128 St E and 96 Av E.
- Implemented an electronic project status system. This system has allowed the elimination of printing many 30-page reports.
- Reduced significantly the number of printed contract documents necessary for advertising road projects for construction by making electronic copies available to potential contractors.
- Installed web connections to the 14 weather stations so they can be accessed online. The closest weather station is 14 miles away at the Purdy Road Shop on the Peninsula and the furthest locations are Ashford and Greenwater , each about 52 miles away. All sites still require a monthly visit but have proven to reduce site visits by approximately 40% to 50% based on their current record.
- Added one more hybrid/electric vehicle to the fleet in 2009.
- Continue to evaluate and increase usage of synthetic lubricants. Synthetic lubricants, in some applications, can increase the oil change interval by 50% or more, therefore reducing our waste oil stream by 50% on those pieces of equipment.
- Re-used 75 tons of recycled tires in the 2009 chip-seal program.
- Utilized reclaimed water from roofs at Central Maintenance Facility for road work and production of liquid anti-icer product.
- Generated 501 tons of wood chips from the roadside maintenance and reused it at the co-generation facility.
- Used 13,100 cubic yards of road maintenance by-products for gravel pit reclamation.
- Disposed of Illegal signs at a recycling center.
- Hosted eight county and department-wide training webinars to cut down on travel for learning sessions.
- Put all the strategic plans on line and have asked all the supervisors and managers to use the plans electronically.
- Reduced mailings to some customers by using social media to get a message out.

Pierce County Department Sustainability Highlights (2009)

Risk Management

- Use of advanced technology energy efficient space heaters.
- Elimination of unnecessary overhead lighting in the office.
- Promoting recycling.
- Turning lights off when not in use.
- Putting computers in standby mode when not in use.
- Increased use of electronic documents to reduce paper use.
- Increased use of products made with recycled materials.
- Double-sided copying.
- Sharing equipment with other departments.
- Dramatically reduced the number of color copies created by our office.
- Sharing vehicles with other departments.

Sheriff's Department

- Purchased 3 hybrid cars for our fleet.
- Implemented Citizens Online Reporting, reducing the need for citizens to drive to a police station or a deputy to drive to the citizen.
- In process of developing e-electronic traffic tickets. Once implemented in 2010 will reduce an estimated 60,000 four-part paper tickets. An additional 14,000 criminal citations are filed annually. These forms are also coated with a carbon type paper for duplication.
- Implemented electronic traffic accident form. Eliminated a three-part form.
- Directed staff to reduce paper use by printing double sided when feasible.
- Consulting with facilities management to implement green initiatives in our facilities and consider in new facilities.

Superior Court

- Double siding Jury Instructions.
- Using “recyclable paper” as scratch paper.
- Printing on the blank side of used paper.
- Double sided printing all jobs department-wide.
- Utilizing the services of telephonic interpreters for non-court and off-the-record matters. Reducing cost to Superior Court and reducing transit pollution in Pierce County with less interpreters driving to the County City Building.
- Donated surplus office furniture with no dollar value to non-profit service organizations to avoid disposing of items in the landfill.
- Electronic Court Forms through LINX – saving the cost of ordering multiple part forms.
- Scanning documents to eliminate saving some paper files.
- Posting staff phone list and calendars on desktops to eliminate the need to print individual copies.
- Eliminated the practice of sending out reminder cards to perspective jurors with no significant change to the number of jurors attending (saves paper).
- Developed internet work slips for jurors saving a significant amount of paper and printer time in Jury Administration.
- Giving preference to local interpreters cutting down on transit pollution.
- Rely on email notification to position candidates to eliminate sending hard copies (savings of paper and postage).



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