



Partners in Project Green – Green Purchasing Team Meeting
Minutes – Tuesday, February 15, 2011 @ 1:00 p.m.

In Attendance: Chris Rickett (TRCA), Renee Spurrell (GE), Larry Brydon (Reliance Electric), Carole Burnham (ONEIA), Andrew Gustyn (Unisource), Carloyn Dubois (GGT), Jennifer Taves (TRCA).

Regrets: Tim Van Seters (TRCA), Wolfgang Wild (GTAA), Robert Griesbach (Hatch), Robert Lumina (RBC Dominion Securities) and David Brockie (Woodbine).

1. Greening Greater Toronto Green Purchasing Commitment

- Partners in Project Green has been working in partnership with Greening Greater Toronto (GGT) on the Green Purchasing Corporate Commitment and Companion Guide.
- GGT will be using the commitment broadly across the GTA and Partners in Project Green's role will be to promote the commitment as a tool for engaging companies around the airport.
- Next steps will be to identify one or two organizations to prepare a case study using the questions that have been developed. It is important to have a SME prepare one, along with larger companies.
- The team reviewed the report and GGT provided an overview of the Companion Guide. The team provided the following comments:
 - It was suggested that the case studies should be dynamic, and added to as the projects and commitments evolve.
 - Be sure to highlight business case of green procurement in the case studies.
- The team was encouraged to share comments after further examination of the Companion Guide.

2. Green Procurement Team - 2011 Focus

- The team reviewed the program updates and options for 2011 were reviewed.
- Items for consideration for focus in 2011 include:
 - *Green Purchasing Group*
 - *Procurement Teams*
 - *Procurement Tools*
 - *Consultant Roster*
- The following feedback was provided on the Consultant Roster:
 - There is a concern that there may be consultants that are being excluded because Partners in Project Green may be unaware of them. It was suggested that a discussion with Alex Gill (ONEIA) would be worthwhile.

- Partners in Project Green was directed to explore charging a fee to be placed in the consultant rosters, as well as getting a percentage of business generated. It was also noted that all consultants must agree to certain rules of engagement. This should be discussed further and examined more deeply.
- Integration opportunities with the Green Business Directory should be examined.
- Methods for building a system allows companies to vet consultants, to see what consultants have already done, and creates a revenue source need to be explored.
- The following feedback was provided on purchasing groups and training documents:
 - Continue to enter partnerships like the Green Purchasing Alliance and the Green Power Challenge where the administrative burden is not on Partners in Project Green.
 - Tools may be more valuable to help companies procure their needs rather than Partners in Project Green procuring it for them.
 - To generate revenue, make tools available for members who pay the membership fee, or companies can be given access to a certain number of documents and then pay to access documents after that cap has been reached. Another potential model is one such as the Rooftop Solar Procurement Group.
 - There is value in the purchasing tools but vital that there it is done under some sort of revenue generating model.
 - More research is required to determine what Partners in Project Green members see value in. Opportunities for companies to input on what they are looking for specifically – such as paper, waste management, cleaning, and so on.
- ***ACTION ITEM(S)***
 - ***TRCA is to conduct further research to determine what products, services and tools members are interested in, and report back to the team.***
 - ***TRCA to coordinate a meeting with ONEIA to discuss consultant roster.***

3. Rooftop Solar Update

- The Rooftop Solar Update was accepted and approved by the team.

4. SR&ED Request for Proposals

- The team reviewed the report and was asked to provide input on the business model for program development. The two options are the sponsorship model, or the sole partnership model.
- Option 1 was preferred by the team, for the following reasons:
 - It avoids liability issues inherent in the referral process.
 - It follows model that PPG has been trying to create in other areas, such as Rooftop Solar.
 - It is administratively easy.

- ***ACTION ITEM: TRCA to report back to the team when the request for sponsors has been issued.***

5. Waste Procurement

- The team reviewed the course outline.
- Partners in Project Green will look to waste management firms to sponsor the session and have clients present their case studies.
- The team provided the following feedback:
 - Best practices around issues surrounding multiple facilities in multiple jurisdictions and obtaining one contract for all of them may be useful.
 - It is important to stress waste reduction and recycling.
 - Include components that make the consumer savvier around their decisions and show them how to drive that into the supply chain.
- Partners in Project Green may want to explore the development of a roster of waste haulers.
- ***ACTION ITEM: The training course outline is to be taken to the Resource Reutilization team for input.***

6. Other Business

- No other business was raised.