

***HAINES BOROUGH
ENERGY & SUSTAINABILITY COMMISSION***

A set of purposes and responsibilities was set forth by the Haines Borough Assembly.

Commission Purposes:

- a. Coordinate, propose, and promote energy conservation, efficiency, and utilization of alternative energy throughout all borough managed facilities;
- b. Make recommendations to the Energy & Sustainability Coordinator on policies and programs that promote energy conservation, energy efficiency, sustainability, and utilization of alternative energy;
- c. Determine, in coordination with the Haines Borough and the public, a borough energy consumption profile; and
- d. Research and apply for grants and other funds or gifts from public or private agencies for the purpose of carrying out any of the provisions or purposes of this resolution.

Energy & Sustainability Coordinator shall:

- a. Create an energy conservation plan to reduce consumption a minimum of 5-7%, in all borough facilities. Implementation and tracking of the conservation plan to be completed within 90-days of position start;
- b. Investigate and transfer to an alternative energy heating system. An initial report on cost analysis, system overviews and identification of potential funding sources to be complete within 180 days of position start;
- c. Create an emergency conservation plan (20-30% reduction in consumption) to be implemented in a time of emergency, as designated by the borough assembly; and
- d. Outline an energy efficiency plan, including cost analysis, for all borough facilities.

DRAFT ENERGY CONSERVATION PLAN

Based on the purposes and responsibilities in red above, the commission and coordinator share the responsibility for creating an Energy Conservation Plan for borough facilities.

The plans goals are:

- a. Reduce energy consumption a minimum of 5-7% in all borough facilities and
- b. Outline an energy efficiency plan, including cost analysis, for all borough facilities.
- c. Conservation strategies should minimize disruptions and inefficiencies with current operations.

Assumptions:

There are a set of assumptions concerning existing energy usage and conservation opportunities.

- a. Not all borough facilities will offer the same opportunities for efficiency,
- b. However, specific opportunities for efficiency at each facility are not known,
- c. Borough staff best understand existing operations in specific facilities

- d. Borough staff may not be aware of existing energy usage and trends.
- e. Borough staff have the greatest potential to come up with the creative solutions.

Conservation Plan Approach:

The general approach presented in this draft depends on the cooperation and active participation of borough staff in the creation and implementation of a conservation strategy for two reasons: 1) staff have the knowledge and experience with specific facilities/operations to propose effective solutions and 2) staff support is essential for successful implementation. The plan would require a close working relationship and cooperation of borough staff. Time and resource demands on staff should be kept to a minimum and should not interfere with normal duties.

Conservation plan should include an initial education component to inform staff of the existing energy use and trends for each facility and to describe the conservation plan and goals. Staff will be asked to help identify conservation strategies that can achieve that goal without unduly impairing existing operations and efficiencies. One or more meetings will be necessary to discuss staff ideas and agree on one or more conservation strategies. The coordinator and/or commission may be able to help implement strategies. Finally, energy usage should be documented to provide regular feedback to staff of each facility to judge success and allow adjustments.

Principle approach components include:

- a. Develop background data for the existing energy use and trends for each facility and set a quantifiable conservation goal (5-7% reduction),
- b. Describe this goal in terms that can readily related to actions (i.e., reduction in light use, temperature settings, other) to establish expectations,
- c. Meet with staff in each department/facility and share this information,
- d. Describe conservation program and ask staff to help create conservation strategies (i.e. steps to take) to meet or exceed goal,
- e. Meet again with staff to compile, discuss, and agree on conservation strategies,
- f. Help staff implement conservation strategies, and
- g. Supply feedback to staff to measure conservation gains.
- h. If staff are supportive, a “report card” could be created for individual facilities and/or the borough as a whole.

Public Outreach

Education could be one complementary component of the Conservation Plan. Public education and awareness will be important to 1) maintain support for the conservation program and 2) extend the strategies to the borough as a whole. Given this, it seems reasonable that the public outreach mirror efforts by the coordinator and commission. Education materials could include graphs, tables, and/or narrative and outreach efforts could include radio spots, newspaper spots or articles, workshops, flyers, posters, and other mediums.

A draft sequence of outreach materials is listed below.

1. Structure, responsibilities, goals, and timeline for coordinator and commission.
2. Existing energy usage, costs, and trends (i.e., existing/trend usage by fuel type, annual usage/trends, annual costs/trends, existing usage/trend by facility/department, cost increases by fuel, btu equivalency)
3. Conservation goals and potential reductions by borough and/or facility/department
4. "Report card" on conservation efforts
5. Additional information and actions by coordinator and/or commission.

The plan presented above should be considered as draft and open to any and all suggestions and revisions.