Meeting Roles:
Facilitator/Notetaker: Briana McCarthy
Snack Provider: Jen Fay

Minutes

1:30 – 1:40 Welcome & review mins from last meeting – BMc

In attendance:
• Frank Ichigaya - DVC Sust Committee Member
• Bruce King - CCC Sust Committee Chair
• Russ Holt – Facilities Director
• Briana McCarthy – Biology Faculty
• Jen Fey – Biology Staff
• Sharon Goldfarb – Nursing Program Director
• Robin Harrison – EOPS (CARE program)
• Kurt Crowder – Physical Science Faculty
• Danielle Liubicich – Biology Faculty

All approved meeting mins from last time; made small change to move Robin from water to waste project work group.

1:40 – 2:45 Q & A with Special Guests from DVC and CCC – BMc
• Sustainability Committee members from CCC and DVC introduced themselves & shared initiatives from their respective campuses. Below is the info they shared:

Bruce King, Building & Grounds Manager / Sust Comm Chair at CCC
  • Best Practices at CCC
    • Bring food to meetings
    • Get senior management on board
    • Call up and ask for free stuff
      o PGE – energy audit, power strips
      o City – LED parking lights
      o Recycle More – bins for every room on campus
      o Signal Inc – building bins & signage
        ▪ Incentive to school!
        ▪ Revenue – goes to Business office
      o Contra Costa Water – trees
      o Mt Diablo Recycling – bins
      o Contra Costa 511 – bike racks, EV plug-in station
      o County – Bike lockers, Green Business program - certify departments to be green businesses
        ▪ 4 depts certified at CCC
          • Automotive, Custodial, Business, etc
      • Plan celebrations to showcase efforts & inspire campus
- Arbor Day – plant trees
- Earth Day

**Projects happening at CCC**
- Bike kiosk – air pump, tools, bike lockers (CC511)
- Elimination of energy suckers – space heaters, mini fridges
- Carpooling program – Student Life
  - Communication forum at Student Life
  - Honor system – have to have 2 passengers + driver (must be students) to get carpool permit
  - 511 person involved
    - Gas certificates
  - *Needed faculty, student buy-in, get on operations agenda, etc*
- Recycling programs
  - Ink cartridge program
  - Refillable dry erase markers
- Bookstore - elimination of plastic bags
- Culinary - biodegradable material
- Electronics recycling day
- Woodchipper for mulch material, mulch mower
- Battery powered garden equipment – got free donations
- Tours to environmental places
  - Merced – co-gen system
  - Ohlone – Gold LEED certified building
- Automotive SHELL challenge – solar-powered car- Kurt

Frank Ichigaya, Custodial Manager / Sust Comm Member at DVC

**Best Practices**
- Market your initiatives with signage
  - Shari Bettencourt – Marketing Mgr and Sustainability Chair – helps with poster-making
- Raise hype with newspaper articles
- Advocate that all sustainable changes benefit students – management responds well to this

**Projects happening at DVC**
- Partnered with PGE, Chevron
- Bookstore
  - Recycling CLIF bar wrappers
  - Recycling ink cartridges
- Waste
  - By April 2016 - need to recycle 75% of waste
  - Bush Systems – recycled materials for bins
  - Republic – trash handler
    - Recycling systems within 10 feet of building entrances
  - 40-yard green bins – 50% cost savings
  - Looking into commercial composter – not likely
- Smoking kiosks in parking lot
- Energy savings in room scheduling on weekends – pull all classes in same building
2:45 – 3:20 Announcements & Project Group Work Updates – All
• Shared announcements, updates
  o Russ – LED lights going up in parking lots. On track!
  o Robin – Giving Counseling, Transfer Center, EOPS offices a recycling survey to
gain insights on behaviors and attitudes
    ▪ Will discuss results and ask for positive actions from groups
• Talked about inspiring efforts from DVC/CCC share-outs
• Set objective for rest of semester: set up systems to reduce landfill waste on campus
  by end of semester

3:20 – 3:25 Set Action Items for Next Meeting – All
• Jen:
  o Reach out to Custodial Services (Barry Edwards) about bins
  o Talk to waste management company about #s – Jen
• Russ:
  o Support Jen in waste management research
• Briana:
  o Contact Signal Inc about building bins & signage
  o Invite Bob to next meeting
  o Find someone to make us signage (Curtis Curlew?)
• Kurt:
  o Research recyclable dry erase pens
  o Talk to Kevin about food franchise bids
• Robin:
  o Meet with student services staff to implement more effective recycling program,
    inspire positive change
• Danielle:
  o Cafeteria, coffee cart – cup discount
  o Water bottle refiller station funding

3:25 – 3:30 Assign Roles for Next Meeting – BMc
• Next Meeting: Wed, November 4th 1:30-3:30
• Snack Provider: Robin!