Energy Savings and Sustainability Committee

Meeting Notes March 18, 2009

Time 12:30pm – 2:30pm

Location: KFP Second Floor Conference Room

<table>
<thead>
<tr>
<th>Attendees</th>
<th>Department/Organization</th>
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<tbody>
<tr>
<td>1. Debra Fitzsimons</td>
<td>Vice Chancellor Administrative Affairs</td>
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<td>2. Lo-Li Chih</td>
<td>Facilities Planning</td>
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<td>3. Ryan Peters</td>
<td>UHHS Student Representative</td>
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<td>4. Justin Avery</td>
<td>UHHS Student Representative</td>
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<td>5. Sevki Erdogan</td>
<td>Congress, Faculty Chair</td>
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<td>6. Bill Steiner</td>
<td>Dean, CAFNRM Academic Affairs Representative</td>
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<td>7. Kolin Kettleson</td>
<td>Auxiliary Services Director</td>
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<td>8. Tom DeWitt</td>
<td>COBE Academic Affairs Representative</td>
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<td>9. Gail Makuakane-Lundin</td>
<td>OSA – Kipuka Student Affairs Representative</td>
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<td>10. Chelsae Yadao</td>
<td>Student Worker Office of Administrative Affairs</td>
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**Energy Management Audit – Lo-Li Chih**

1. An energy management consultant from DEBEDT will be coming to the next meeting in April. The committee will have an opportunity to see what the consultant’s scope will be and his initial recommendations are, as well as ask questions.

2. This person will be talking about how to help the University in energy savings, providing specific recommendations and a report with recommended energy management goals.

3. The consultant will be obtaining background information and analyzing the utility information for the University utilizing information that has been provided by Auxiliary Services and Facility Planning department.

4. DEBEDT consultant will be on campus for 1 day, but has previously been at the campus and assessed some of the buildings.
   a. They have already collected some data that will help put together the document.
      i. Such data includes bills, run time, and HVAC schedule for utility use.

**Student Related Sustainability Activities – Ryan Peters and Justin Avery**

1. “Turn off light” stickers
   a. Status – stickers are finished and are being printed.
   b. 300 will be printed and posted around the University in classrooms at first.
i. Suggested to notify other clubs and organizations to help with posting
ii. To be posted in places of popularity such as UCB and EKH first.
iii. The goals was for the stickers to be placed in classrooms hopefully during Spring Break 2009
c. If successful a second batch will be printed in a larger amount and will be posted around the campus during Earth Week in April 2009, involving several other groups in the effort

2. Earth Day Initiatives
   a. Fair to be held on April 24
      i. UHHS will have a table to promote sustainability
         1. Show how to utilize recycled products; making t-shirt bags
      ii. Suggested that there should be a table to represent the Energy Savings and Sustainability Committee
         1. Could distribute buttons, articles, and newsletters
         2. Committee agreed to do this, however, it will need to be organized within next few weeks regarding what specifically we will be doing for this event
   b. Earth Week April 20-24
      i. UHHS wants to post wooden signs (yard signs) around campus that has tips, and facts to spread energy savings and sustainability awareness and knowledge.
      ii. UHHS has purchased videos and books about sustainability and will be displayed during this week at the library.

3. Posters and banners across campus
   a. Contest
      i. What was a poster/banner contest has now been changed to a logo/design for a t-shirt contest with a sustainability message to be created for UHH that can be used by our committee and by the campus in marketing sustainability efforts.

4. Other
   a. UHHS wants to plant fruit-bearing trees on campus
      i. Discussion was optimistic

Communications on Sustainability – Debra Fitzsimons

1. Recent articles, press release
   a. Vice Chancellor Fitzsimons is currently working on 3 articles
      i. PV panels at Kipuka
      ii. Projects that Lo-Li Chih, Facilities Manager, is currently working on and have already completed.
      iii. Operations at the University of Hawaii at Hilo
   b. Press release
      i. One article was released to the press
   c. Other articles that Vice Chancellor Fitzsimons will be working on in the future
i. Activities and events of the Energy Savings and Sustainability Committee

2. Tips of the Week
   a. Create a standard email that will be regularly emailed to the campus from the committee

3. Newsletter—this will need some organizing and some discussion at next few meetings

4. Sustainability matters weekly report for President
   a. President is excited for what the University of Hawaii at Hilo is trying to achieve and has requested weekly reports

**Intern**

1. An intern position for project coordinating and other activities for the Energy Savings and Sustainability Committee will be presented and open at the upcoming job fair on campus to get interest by students to apply