

June 27, 2003

TO: Mike Grainey, Director, Department of Energy  
Katy Coba, Director, Department of Agriculture  
Marty Brantley, Director, Economic and Community Development Department  
Michael Carrier, Director, Parks and Recreation Department  
Jeff Tryens, Executive Director, Progress Board

From: Bill Bradbury, Oregon Sustainability Board Chair  
Gary Weeks, Director, State Government Operations

RE: State Agency Sustainability Actions

The Governor's Executive Order on Sustainability requested that the Sustainability Board review a list of suggested state agency actions and make recommendations, regarding those agency actions, consistent with the Oregon Sustainability Act.

The Board, with advice from the Sustainability Leadership Team, reviewed the Governor's suggestions and made some minor revisions. This revised list of suggested agency actions (attached) was presented and discussed by the Board at its meeting on June 26, 2003. We now forward this list of agency actions to you for review and comment. In accordance with Board practice, these will also be made available to the public for comment.

Please provide us with your comments, suggested changes, and, if you wish, additional agency actions by the close of business on July 7<sup>th</sup>. Please email or send comments to George Dunford at DAS ([george.m.dunford@state.or.us](mailto:george.m.dunford@state.or.us); 503-378-4027).

At its meeting on July 9<sup>th</sup>, the Board invites you or a member of your executive team to attend to discuss your agency's actions as outlined in the attachment. Please advise George Dunford if you will have someone represent you. Your presentation will assist the Board in making revisions to the list of suggested agency actions, if necessary. Time permitting, the Board will consider and make recommendations regarding the attached list at this meeting. The meeting will be held at the Public Service Building, Room A, from 1 to 5 PM. You will receive a copy of the agenda as soon as it is available.

Some of you have asked about the Board's process regarding future amendments or changes to recommended agency actions. The Board, with the help of the Leadership Team, will develop a guidance document soon that will fully describe the process. We hope to have it available prior to the Board's August meeting. In the meantime, we want to assure you that agencies will have an opportunity to develop new or amend recommended actions as needed. This is a new process for all involved, so please provide us with suggestions on how we can work together effectively.

Thank you for your attention.

Attachment

c: Jackie Cleary  
Collier McCoid  
George Dunford