

REQUEST FOR BOARD ACTION

HENDERSON COUNTY BOARD OF COMMISSIONERS

MEETING DATE: October 19, 2005

SUBJECT: Energy Conservation Efforts

ATTACHMENTS: Fuel Conservation Policy

SUMMARY OF REQUEST:

With the recent increases in fuel prices and their direct impact on energy costs, it has become extremely important that the County takes steps to become more conservative in its use of energy and fuel. It should also be noted that this is not merely a financial issue, but also an environmental one. Therefore, it is also important that the County continue to be good stewards of our environment through fuel and energy conservation efforts.

Two County programs, one long-term and the other short-term, directly relate to this issue. First, County staff is continuing its work with Waste Reduction Partners to identify ways for the County to conserve energy and, in turn, reduce energy costs and benefit our environment. Energy assessments have been conducted for several county facilities and are planned for the remaining facilities. A County Energy Team has also been formed to work to identify short-term or "quick fix" policies that can be enacted to reduce energy use. Fortunately, the County has been proactive in this arena. However, there is much room for improvement in this area and work will continue to identify additional conservation measures.

Recently, the County Manager has updated the County's administrative policy for fuel conservation. A copy of this policy is attached. The policy allows for four different levels of conservation to provide for flexibility as fuel supplies and prices move up and down.

COUNTY MANAGER'S RECOMMENDATION/ACTION REQUIRED:

No action is recommended at this time.

HENDERSON COUNTY FUEL CONSERVATION POLICY

Level One – Conservation Awareness

Department Heads should promote energy conservation by examining trip scheduling, strategically combining trips where appropriate, encouraging carpooling, encouraging walking and biking to work where possible and generally creating a “conservation focused environment” in the department for normal daily operations.

Level Two – Restrict Convenience Travel

Department Heads are to place restrictions on convenience travel and to re-schedule meetings that could be held later or could be handled by other means, such as conference calls. The Information Technology Department can provide information on options for conference calling. Where possible, work involving travel should be strategically rescheduled 2-3 weeks out in order to conserve fuel. Statewide training and conferences should be suspended unless special circumstances apply. Includes Level I activities.

Level Three – Travel Restrictions

Service Level Restrictions for non-public safety departments. Department Heads are to adjust service levels to conserve fuel. Specific service reductions should be coordinated with the County Manager prior to implementation. Non-emergency operations in the public safety departments should be examined and suspended, if feasible. Statewide training and conferences should be suspended unless a public safety objective is addressed. Department Heads should evaluate employee scheduling to see if fuel conservation can be achieved without sacrificing the needs of the department, i.e. 4-day work week schedules, work at home, etc. Includes Levels I, II activities.

Level Four – Essential Travel Only

All travel is suspended except essential public safety and emergency travel. Includes Levels I, II, and III activities.