

OKLAHOMA LAW ENFORCEMENT RETIREMENT SYSTEM

ENERGY EFFICIENCY AND CONSERVATION PLAN

In accordance with Senate Bill 833, effective November 1, 2009

November 4, 2009

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AGENCY CONTACT INFORMATION

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SUSTAINABILITY POLICY STATEMENT

OLERS is committed to sustainable practices and the stewardship of resources to make state government an example of sustainable stewardship for the citizens of the state. OLERS will pursue sustainability in procurement and investments when possible without detriment to the members of the system.

PROGRAM DESCRIPTION AND RESPONSIBILITIES

Agency Mission Statement: The OLERS mission is to administer retirement/survivor retirement and medical benefits for members of the law enforcement profession of the state of Oklahoma and their families under title 47 of the Oklahoma Statutes. This program provides retirement income after active employment and in the event of disability or death.

In carrying out its mission, the System will pay benefits to the proper people, in the correct amount, in a timely manner, and safeguard our client' trust funds. The System will treat every person who comes into contact with the agency with courtesy and concern and respond to all inquiries promptly, accurately and clearly.

In connection with administering benefits, OLERS must also manage and safeguard the System's assets.

Agency Duties/Responsibilities: The Board is responsible for providing retirement benefits to all retirees. It collects contributions from members, the state and all dedicated revenue sources.

The Board hears all disability cases and formulates rules and regulations.

GOALS AND TIMELINES

GOAL 1: Maximize Recycling, Minimize Waste and use of Products with 100% Virgin Materials

Objectives

1. Purchase 100% recycled paper products when they are available at the quality level required for office functions. When unavailable select the product with the maximum percentage of recycled material that meets our needs.
2. Use recycling bins to collect waste paper with no sensitive information. Recycle both that and shredded paper waste.

Timeline

- **2 Years** – 50% of paper products purchased will be of recycled material, 50% of paper waste will be recycled
- **5 Years** – 75% of paper products purchased will be of recycled material, 75% of paper waste will be recycled
- **10 Years** - 100% of paper products purchased will be of recycled material when available, 85% of paper waste will be recycled

Goal 2: Minimize Facility Related Energy and Water Use (Colcord Center investment)

Objectives

1. Use high efficiency light bulbs, replace filters regularly, and perform other maintenance necessary to prevent reduction in energy efficiency.
2. Replace existing water and energy using equipment and fixtures with high efficiency units when renovations are made or equipment life ends

Timeline

- **2 Years** – 25% of lights replaced, regular maintenance routine established
- **5 Years** – 50% of lights replaced, 25% of water fixtures replaced
- **10 Years** - 100% of lights replaced, 50% of water fixtures replaced
- **Over 10 Years** – Eventual replacement of 100% of water fixtures and major energy-consuming equipment

Goal 3: Reduce Waste and Toxic Products used by Janitorial Service

Objectives

1. Janitorial paper products should be made of partially recycled materials
2. Chemicals used for cleaning should be environmentally friendly when an alternative is available

Timeline – 2 Years -regular use of environmentally friendly products

OVERVIEW

OLERS maintains six staff and leases its offices. The System is growing and will require additional resources. OLERS currently owns the Colcord Center, in which its offices are located, as an investment.

Due to the relatively low number of staff and limited scope of the agency only its procurement activities can be directly altered to improve efficiency and conservation. Goal 1 encompasses the objectives to be achieved by OLERS staff.

Goals 2 and 3 encompass the objectives that can be achieved by the OLERS Board through its decisions regarding its investment in the Colcord Center. The System's Board can directly affect the decisions made by the building management, which can produce significant improvements.

Prepared by: Jeff Fuller, Comptroller
November 4, 2009