

Carbon Inventory Committee – GHGTF
Minutes – 5 May 2008

Attending: Tim Lutz, Tom O'Donnell, Dianne Herrin, Rob Graff (phone), Don Verdiani

Discussion:

- The Commissioners are most likely expecting both a County-wide all source inventory and a County-Operations inventory.
- The County-wide all source inventory is basically what the DVRPC is contracting with ICF to provide. Rob Graff is managing the effort, and Steve Fromnick, Dianne Herrin and Don Verdiani all attended the kick-off meeting on 7 May 2008. We are in agreement that we should monitor the DVRPC process, but not attempt to start work in this area until we know for sure that it either will, or will not, meet our needs. At this point, it appears that it should.
- The County Operations inventory, however, will not be produced by the DVRPC study. The county operations may be included in the result for the county, but will probably not be able to be disaggregated, so if we want to know how much CO₂e (carbon dioxide equivalent) the county operations generates, we will have to estimate it.
- We agreed that we should begin with county operations, and started to create a strategy for doing so:
 - We have obtained a list of all county facilities with addresses and square footages from Steve Fromnick.
 - We believe that for most of the facilities on the list, the GHG footprint is going to come from natural gas/fuel oil and electricity purchases. There may be a few other sources related with the larger facilities (Pocopson Home and Prison), but the bulk of carbon emissions will come from heat and power purchases.
 - We will need to see what information is available on refrigerant losses.
 - We need to obtain an inventory of county vehicles.
- Next steps
 - We have set up a meeting with Lisa Tilghman, County Accounts Payable, to go over how the county accounts for their energy purchases. That meeting will be 5 June 2008.
 - Fuel and electric invoices going back several years are apparently available. We are hoping that we can take account numbers and go direct to PECO for this data, eliminating the transcribing. If that is not possible, we may need to have someone sit down and extract CCF and kWh data from the paper invoices, sorted by facility. After this meeting provides the basic understanding of where and how data is maintained, we will pursue vehicle fuel use, and set up a meeting with the Pocopson folks.
- Goals
 - We want to understand where the data for a county-operations inventory can be found by the end of June, and have the raw data collected by the end of July.
 - We will monitor the DVRPC study, and decide if it will provide the hoped-for County-wide all source estimates by late June, then act accordingly.