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COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

October 14, 2016

Erie County Legislature
92 Franklin Street, 4th Floor
Buffalo, New York 14202

**Re: Western New York Sustainable Business Roundtable (October 1, 2016 –
December 31, 2018)**

Dear Honorable Members:

Enclosed please find a memorandum and proposed resolution from the Department of Environment and Planning requesting authorization for the County Executive to execute an agreement to accept \$259,963 in United States Environmental Protection Agency funding, establish a budget, and create a Senior Environmental Compliance Specialist (JG-12) position.

Should your Honorable Body require further information, I encourage you to contact Deputy Commissioner Bonnie Lawrence at the Department of Environment and Planning. Thank you for your consideration on this matter.

Sincerely yours,

A handwritten signature in black ink that reads "Mark C. Poloncarz".

Mark C. Poloncarz, Esq.
Erie County Executive

MCP/cw
Enclosure

cc: Thomas R. Hersey, Jr., Commissioner
Bonnie Lawrence, Deputy Commissioner

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Department of Environment and Planning
Re: Western New York Sustainable Business Roundtable (October 1, 2016 – December 31, 2018)
Date: October 14, 2016

SUMMARY

The Department of Environment and Planning (DEP) is seeking authorization for the County Executive or the Deputy County Executive to execute the necessary agreements to accept \$259,963 in grant funding, establish a program budget, and create a Senior Environmental Compliance Specialist (JG-12) position. The project also includes a sub-award to the New York State Pollution Prevention Institute to coordinate workshops, trainings, and on-site visits to businesses. The grant funding is available from the United States Environmental Protection Agency (USEPA) to support and expand the Western New York Sustainable Business Roundtable (WNYSBR).

FISCAL IMPLICATIONS

There will be no additional impact on County resources. The requested staff position and program expenses will be funded by the USEPA grant.

REASONS FOR RECOMMENDATION

It is anticipated that this funding will enable the WNYSBR to become self-sufficient, providing a resource to businesses in our region to reduce their environmental impact by becoming more sustainable.

BACKGROUND INFORMATION

The WNYSBR has doubled in size in the past two years. Currently 65 businesses have become members of the Roundtable by pledging to create and implement a sustainability plan for their internal operations. Members include: National Grid; Rich Products; Curbell Incorporated; Cannon Design; the Buffalo Zoo; Greif Inc.; and Community Beer Works. The Roundtable holds regular meetings, workshops and expos in order to help their members achieve this end.

Erie County has submitted a successful grant proposal to USEPA to oversee and administer this business-driven WNYSBR, which will provide a forum for training opportunities, technical assistance, measurement and documentation of pollution prevented, as well as assistance in identifying and pursuing opportunities for state funding for large project implementation.

New York State Pollution Prevention Institute has been an important partner for the Roundtable in its first two years. For this reason, they have been identified as a sub-awardee by USEPA and will receive a contract from Erie County to implement tasks including 10 workshops and at least two on-site, in depth pollution prevention assessments at local businesses.

It is important to understand that this is an innovative, “place-driven” effort. That is, the business community is looking to work together to make significant improvement to the health, ecosystem, and quality of life in Western New York. It is the observation of the participating businesses that while varied business sectors are represented, they have many of the same local needs, concerns and questions. Being involved in a region-wide concerted effort would not only assist a business in their greenhouse gas reduction and pollution prevention goals.

a whole, the group's effort will achieve significant measurable results. This is a model that can be replicated elsewhere and which the project will seek to share both regionally and nationally.

The funding of this program will allow DEP to create a Senior Environmental Compliance Specialist (JG-12) position to manage the grant and provide staff support to the WNYSBR.

CONSEQUENCES OF NEGATIVE ACTION

The DEP will forfeit USEPA funding and be unable to access the grant resources to support and assist in the expansion of the WNYSBR.

STEPS FOLLOWING APPROVAL

The necessary contracts with USEPA will be executed, a budget will be established, and a Senior Environmental Compliance Specialist (JG-12) position will be created.

A RESOLUTION SUBMITTED BY:
DEPARTMENT OF ENVIRONMENT AND PLANNING

RE: Western New York Sustainable Business Roundtable
(October 1, 2016 – December 31, 2018)

WHEREAS, the Erie County Department of Environment and Planning (DEP) has played a crucial role in pollution prevention and sustainability issues throughout the region for decades and has more recently played an important role in the formation of the Western New York Sustainable Business Roundtable (WNYSBR); and

WHEREAS, DEP is committed to provide staff support and conduct work to assist and expand the WNYSBR; and

WHEREAS, the United States Environmental Protection Agency (USEPA) provides grant assistance to state agencies to implement pollution prevention projects; and

WHEREAS, the USEPA awarded a Source Reduction Assistance grant to Erie County to receive \$259,963 in funding to assist businesses in reducing their environmental impact through the WNYSBR; and

WHEREAS, the USEPA has designated the New York State Pollution Prevention Institute (NYSP2I) as a sub-awardee on the grant for an amount not to exceed \$94,713; and

WHEREAS, this necessitates the execution of an agreement with USEPA, the adoption of a grant budget; the execution of a contract with NYSP2I; and the creation of a Senior Environmental Compliance Specialist (JG-12) position within the DEP which will be 100 % grant funded.

NOW, THEREFORE, BE IT

RESOLVED, that the County Executive or the Deputy County Executive is hereby authorized to execute the necessary agreements to accept a grant of \$259,963 from the USEPA for the purpose of establishing a WNYSBR project; and be it further

RESOLVED, that the grant budget and project period for the WNYSBR project is hereby created in the Department of Environment and Planning, Business Area 162, Fund 281 as follows:

Western New York Sustainable Business Roundtable Project
SAP Grant Account #162WNYSBR1618
October 1, 2016 –December 31, 2018

REVENUE Account	Description	Amount
414000	Federal Aid	(\$259,963)
	TOTAL REVENUE	(\$259,963)

APPROPRIATIONS

Account	Description	Amount
500000	Full Time Salaries	\$99,000
502000	Fringe Benefits	\$64,250
510100	Out of Area Travel	\$2,000
516020	Professional Services Contract	\$94,713
	TOTAL APPROPRIATIONS	\$259,963

and be it further

RESOLVED, that the following position, for which there is sufficient funding for personal services and fringe benefits from the USEPA, will be created in the above grant:

Senior Environmental Compliance Specialist (JG-12)
B-100 No. 8804
Budgeted Annual Salary: \$49,500

and be it further

RESOLVED, that the County Executive or the Deputy County Executive is hereby authorized to execute the necessary agreements to accept a grant of \$259,963 from the USEPA for the purpose of establishing a WNYSBR project; and be it further

RESOLVED, that the County Executive or the Deputy County Executive is hereby authorized to execute the necessary agreements to contract with the NYSP2I in an amount not to exceed \$94,713; and be it further

RESOLVED, that the Director of the Division of Budget and Management is hereby authorized to implement any budget adjustments as required to comply with Federal, State and local funding requirements; and be it further

RESOLVED, that certified copies of this resolution shall be forwarded to the County Executive; the Director of the Division of Budget and Management; the County Attorney; the County Comptroller; Thomas R. Hersey, Jr., Commissioner of Environment and Planning; Bonnie Lawrence, Deputy Commissioner of Environment and Planning; and P. Josh Wilson, Coordinator – Pollution Prevention Program.