



2009
Sustainability
Report



Port of Vancouver USA

Annual Report
WE CAN! Task Force

2009 SUSTAINABILITY REPORT

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I. INTRODUCTION

PURPOSE OF REPORT

The purpose of this document is to describe the sustainability efforts of the Port of Vancouver (port) for calendar year 2009 as part of the port's commitment to developing a sustainable port. This report includes a description of the port's approach towards sustainability, how sustainability management activities were undertaken during our first year of formal sustainability efforts, and the progress made towards accomplishing our sustainability goals. The port is dedicated to sharing information about its sustainability priorities, goals, initiatives and performance. This Port of Vancouver 2009 Sustainability Report, the port's first, illustrates our commitment to good governance, transparency and responsibility to our community, employees, stakeholders and the environment.

PORT BACKGROUND

The Port of Vancouver was created in 1912 by the people of Vancouver. Back then, many businesses were located on the waterfront for easy access to the ships that plied the waters of the Columbia; but these were private businesses. Public ownership of the waterfront became imperative so that all citizens would reap the benefits of access to waterborne trade across the public shoreline. On April 6, 1912, a special election established the Port of Vancouver. There are now 75 port districts in the state of Washington with the Port of Vancouver being the third largest port in the state.



The port's marine trade and industrial business operations now occupy over 800 acres with room to grow. In 2009 the port finalized the purchase of the neighboring 218 acres of brownfield property formerly owned by Alcoa Incorporated and Evergreen Aluminum LLC, now known as Terminal 5, adding acreage that is being returned to

productive use. Future development also includes the West Vancouver Freight Access Project, a dedicated dual rail carrier access unit train facility that will result in a tripling of rail service, with 40% reduction in mainline congestion and delays by 2025. The improved rail service will also enhance the development of the port's new Terminal 5,



and longer-term waterfront development. Finally, the port plans to develop light industrial lands on the 100+ acre Centennial Industrial Park.

Each day, 2,300 people come to work on port-owned property. The port has over 50 marine tenants, five marine terminals and 14 berths that handled 4.8 million metric tons of cargo in 2009. Three publicly-elected commissioners represent the interests of the population of the Port District. They work closely with port employees so that the port continues to provide economic benefit to our community by attracting new cargos, increasing cargo volume, innovating more efficient cargo handling practices, and keeping a vigilant eye on the environment of both the land and the river that serves it.

The port is dependent on a healthy environment, dedicated labor force, economic vitality, and sound leadership to ensure it remains a unique and vibrant center of trade.

II. SUSTAINABILITY AT THE PORT

WHAT SUSTAINABILITY MEANS TO US

The port is committed to the health of the economy, our community and environment. The concept of sustainability is not new to the port. While terms may evolve, our commitment to responsible resource use, protection of the environment, and making business decisions that recognize the balance between the decisions we make today and the consequences those decisions will have on the future have been in place for years.

While there are several definitions of sustainability, the simplest way of thinking about sustainability is to think of future generations, and make them a pledge that they will have all the freedoms and luxuries we had in our lifetimes. It means we find alternatives to using non-renewable resources, and find ways of doing the same things we do now without creating harmful effects to the environment. The Port of Vancouver strives to meet this definition through our sustainability efforts.



We define sustainability through our values which give rise to our policies, our ethics and our port culture. They commit us to environmental stewardship, safe work environments, and socially responsible behavior in our workplaces and our communities.

Mission Statement:

The Port of Vancouver provides economic benefit to our community through leadership, partnership and stewardship in marine and industrial development.

Sustainability Ties Into Our Core Values. The Port's mission statement is to provide economic benefit to our community through leadership, stewardship and partnership in marine and industrial development. Leadership means looking ahead for land and transportation opportunities and making sure our community's industry and waterfront property is protected for our future. Stewardship means taking care of the public's investment, being good stewards of our environment. Partnership is working with others to ensure continued success and viability.

HISTORY OF THE PORT'S SUSTAINABILITY PROGRAM

In 2008, the port put actions into words and began formalizing its sustainability efforts. Dubbed the "We Can!" project, the port began by taking stock of what has already been accomplished and began working toward measurable, consistent changes to improve upon the programs already in place and identify opportunities for future growth.

The port's effort began by forming a cross-departmental task force, the We Can! Task Force, to be the champions of the port's sustainability initiatives. Each department at the port designated an appointee to represent the unique needs and opportunities of their respective departments. After receiving sustainability training, the thirteen-member task force members developed the 2009 sustainability goals for the Port of Vancouver. In the first year of the program, the task force set goals with the following guidelines in mind. Goals must:

- Support the Port's Mission Statement, Goals and Values
- Be Reasonable
- Be Achievable
- Have Measurable Benefits (where practical)
- Follow a Standardized Sustainability Framework

PROGRAM SCOPE

As a public port, our tenants, customers and stakeholders are numerous. It was important for the port to define the scope and boundaries of the sustainability program. The port's program covers only those operations that the port has actual power of control over. Organizational boundaries are defined by operational control; therefore, facilities or operations meeting any of the following criteria were included:

- wholly owned and operated/controlled by the Port of Vancouver;
- the Port of Vancouver has full authority to introduce and implement operating policies (i.e., holds the operating license);
- the Port of Vancouver has full authority to implement operational and health, safety and environmental policies.



As a sustainable port, we look at our operations in an all-inclusive manner, enhancing our profitability while existing responsibly within our larger community.

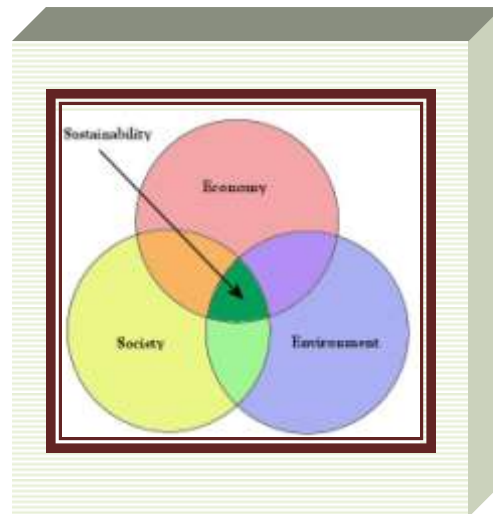
The port believes it is important to reach out to those outside of its organizational boundaries to encourage sustainability among its stakeholders and lead by example. During 2009, the port included sustainability outreach in its Tenant Environmental Workshop. The port also presented a speech to other ports in Washington State about how to get started developing a sustainability plan. Articles in numerous port publications to tenants, the port's voting district, employees and stakeholders from the environmental community also highlighted the port's sustainability efforts and project updates to encourage others to begin thinking sustainably.

SUSTAINABILITY REPORTING FRAMEWORK

The port's task force chose the globally recognized and respected Global Reporting Initiative's G3 Guidelines reporting framework to guide them through the process of goal setting and sustainability reporting.

The G3 framework divides sustainability into three dimensions of sustainability:

- Economic
- Environmental
- Social



GOALS, STRATEGIES AND TARGETS

In order to divide sustainability goals into achievable and measurable steps, strategies and targets were established for each goal.

- **Goals** - Identify the "big picture" of what the port is trying to achieve
 - **Strategies** - Actions the port can take to help reach the goal
 - ✓ **Targets** - Logical steps that can be taken by the end of the calendar year to achieve the strategy

After setting the goals, strategies and targets, the We Can! Task Force met quarterly during 2009 to track the progress of the 2009 targets.

RESULTS INDICATORS

The following Results Indicators symbolizing performance towards year-end targets have been selected to provide the reader with an easy-to-read format when viewing the Goals, Strategies and Targets tables in Section III of this report.



Target Exceeded



Target Achieved



Goal/Target Not Met



Target Carried Over to 2010


III. 2009 SUSTAINABILITY GOALS




ECONOMIC SUSTAINABILITY GOALS, STRATEGIES AND TARGETS





The Port of Vancouver is an economic engine to the southwest Washington region. The port provides economic stability to our region by producing revenue to our state and local services. The port’s strategy to ensure economic sustainability strives to provide longevity of economic diversity and funding through a sustainable, healthy mix of cargo, tenants and revenue generation. This section on economic sustainability goals has been divided into two distinct areas:

Economic Performance and Indirect Economic Impact.

Economic Performance				
Goal	Strategies	2009 Targets	Result	Commentary
Secure grants to fund port projects	Apply for available grants applicable to port projects	Apply for and actively pursue transportation funding from federal and state resources		Applied for ARRA, TIGER and High Speed Rail federal grants. Continuing to apply for upcoming federal grants.

Indirect Economic Impacts				
Goal	Strategies	2009 Targets	Result	Commentary
Maximize job and revenue generating activities	Maximize Marine and Industrial business at Terminal 5	Purchase Alcoa and Evergreen Properties		The purchase of both properties closed in 2009.
		Develop Terminal 5 for project/wind cargo per 2009 requirements		In 2009, 30 acres of wind cargo storage was developed at Terminal 5 per requirements.
		Begin construction of Terminal 5 loop and yard tracks		Construction of Terminal 5 loop and yard tracks began in third quarter, 2009.

Indirect Economic Impacts (cont.)				
Goal	Strategies	2009 Targets	Result	Commentary
Maximize job and revenue generating activities (cont.)	Maximize Marine and Industrial business at Terminal 5 (cont.)	Complete purchase of second mobile harbor crane in March		Purchase of second mobile harbor crane was completed in March 2009. Allowing the port to provide tandem lifts.
		Monitor temporary construction jobs and permanent job creation for existing and future port tenants and customers		Capturing projected job creation through regular economic updates.




SOCIAL SUSTAINABILITY GOALS, STRATEGIES AND TARGETS






The social dimension of sustainability deals with the impacts the Port of Vancouver has on the social systems within which it operates. This section on the social and community goals, strategies and targets has been divided into two distinct areas: Labor Practices and Decent Work, and Social Equity.



LABOR PRACTICES & DECENT WORK








Employment				
Goal	Strategies	2009 Targets	Result	Commentary
Recruit and retain excellent employees	Develop dashboard report to monitor key employee elements (turnover, FMLA, benefits, worker's compensation, etc.)	Identify and measure key employee indicators and create tracking spreadsheet		Developed annual and quarterly reports.
	Update 2009 salary scale information	Utilize consultant group for salary survey information and update compensation policy		2009 salary information updated.
	Track and implement annual and quarterly reviews	Create quarterly review sheet and monitor annual reviews		Annual and quarterly reviews tracked.




Labor/Management Relations				
Goal	Strategies	2009 Targets	Result	Commentary
Encourage collective bargaining among port employees	Participate in 2009 Local 11 contract negotiations	Develop internal and legal team to meet with union negotiations		Team was developed. OPEIU Local 11 collective bargaining agreement completed.




Health and Safety				
Goal	Strategies	2009 Targets	Result	Commentary
Maintain safe work environment	Provide employee training and accessible MSDSs for products as mandated by OSHA's Hazard Communication Standard	Update and implement MSDS plan.		MSDS audit conducted and MSDS sheets tracked.
Promote employee health	Develop employee wellness program	Work with WCIF to gather information and tailor a plan to meet employee needs.		Partner with WCIF regarding on-line wellness program.



Training and Education				
Goal	Strategies	2009 Targets	Result	Commentary
Equip staff to meet current and future needs of the port	Develop an Education Assistance Program	Design and implement an approved employee educational assistance policy		Policy and training completed.
	Develop a Staff Development Plan	Review and develop a Staff Development Plan		Annual staff development plan completed.
	Provide Leadership Development Training to all supervisors	Work with Clark College to provide leadership Training. Four classes by mid 2009.		Leadership training completed through Clark college.



SOCIAL EQUITY



Public Outreach				
Goal	Strategies	2009 Targets	Result	Commentary
Update the public on port land development, transportation and mitigation projects (Alcoa/Evergreen, Parcels 4,5,6,7,8,10)	Develop electronic communications and database	Produce electronic template for development projects		From our Piers and PortFolio now electronic, external project updates are now electronic.
	Communicate development, transportation and mitigation projects to public	Distribute port district-wide newsletter		Distributed 3 times per year.
		Hold annual commission forums		Held in March, 2009. Next one to be held in September, 2010
Update stakeholder groups and individuals of the port's environmental programs	Deliver environmental outreach events and electronic updates	Hold environmental forum to provide information to environmental interest groups/ individuals		Annual event. Held in July, August or September each year.
		Attend/present to environmental group meetings		Attended meetings/provided presentations to local environmental groups.
		Develop "Solstice Updates" electronic template and email 2/yr to interested people		Developed and emailed twice per year.
Develop relationships and open communications with key stakeholders	Communicate regularly with Executive Director's Community Cabinet, West Vancouver Freight Alliance, environmental groups, neighborhood associations, Chamber, ICC, CREDC and other organizations	Presentations, email updates and tours		Met regularly with community cabinet, the Freight Alliance, neighborhoods, etc.


Public Outreach (cont.)				
Goal	Strategies	2009 Targets	Result	Commentary
Ensure that all individuals and groups affected by adverse environmental issues responsible by the port are notified, informed and involved.	Provide outreach to residents and businesses in Fruit Valley regarding the groundwater cleanup effort	Communicate completion of groundwater cleanup system, and keep appraised of progress		Continue to communicate updates on the water treatment facility, West Vancouver Freight Access Project, and other development.
Ensure outreach and transparency of regulatory compliance	Comply with regulatory public information mandates	Develop electronic notification system, when necessary.		Complied.
Ensure public notification occurs with each SEPA and NEPA notice	Ensure SEPA/NEPA public notice list is current	Update SEPA/NEPA list, as needed		Complied with NEPA requirements. Translated materials nearly complete.


Media & Communications				
Goal	Strategies	2009 Targets	Result	Commentary
Communicate with the media electronically	On-line news releases and media communications	Provide news releases and media communications on-line		News releases and media communication now electronic.
Develop electronic public information templates	Use electronic means whenever possible to communicate updates regarding port projects, issues and policies	Complete templates for news, economic updates, projects and environmental solstice newsletters		Electronic updates and newsletters have been developed and are in use.
Develop an effective, interactive web site	Redesign web site, including updated media and community pages.	Complete website redesign and routinely update content		Web site redesign complete. Regularly updated.

Media & Communications (cont.)				
Goal	Strategies	2009 Targets	Result	Commentary
Develop Style Guide	Develop Style Guide for all external port publications/communications guide	Incorporate Title VI language into port Style Guide		Title VI language incorporated.
		Complete Style Guide		Style guide complete and in use

Compliance				
Goal	Strategies	2009 Targets	Result	Commentary
Ensure that the port is in compliance with Title VI and the Environmental Justice Executive Order	Ensure all public electronic and written materials have information stating compliance and equal access for foreign language and disabilities.	Update new web site with Title VI information		Web site updated.
		Conduct outreach to EJ communities regarding development & transportation projects		West Vancouver Freight Access project includes translated materials for outreach to EJ communities potentially interested in the project.

Government Affairs				
Goal	Strategies	2009 Targets	Result	Commentary
Ensure electeds (federal, state and local) are informed of port activities	Provide electronic updates, invites and other information	Provide legislative updates on MTCA funding.		Regular electronic updates provided, including POV in the News and other electronic communications.
		Invite electeds to groundwater treatment public event.		Groundwater event completed in July 2009.

Government Affairs (cont.)				
Goal	Strategies	2009 Targets	Result	Commentary
Effectively solicit funding (federal and state) for key port/public projects supporting jobs, transportation and the environment	Develop briefing packets and distribute	Distribute completed packets and updates to state and federal representatives, agency partners and key stakeholders. Packets include information about the port, future development, and the WVFA project.		Packets completed, regular outreach conducted on the WVFA project and port development,

Emergency Public Communications				
Goal	Strategies	2009 Targets	Result	Commentary
Develop an emergency notification/mgmt plan	Develop an emergency plan that is port wide, and coordinated with emergency services, agency partners and the community	Update current plan.		Current plan updated in 2009.








ENVIRONMENTAL SUSTAINABILITY GOALS, STRATEGIES AND TARGETS









The port's environmental values demonstrate our commitment to environmental sustainability:









- Integrated Decision Making
- Sustainability
- Pollution Prevention
- Compliance
-





When developing the goals and objectives for environmental sustainability, the port considered impacts to, land, air and water. This section on the environmental sustainability goals, strategies and targets has been divided into five areas: Materials, Energy, Water, Biodiversity and Emissions, Effluents, Waste.





Materials				
Goal	Strategies	2009 Targets	Result	Commentary
Reduce hazardous chemical usage	Reduce toxic fertilizer and herbicides used by landscaper	Gather list of chemicals currently in use by landscape contractor.		Chemical list and MSDS's for products in use were obtained.
		Evaluate environmentally friendly products to replace toxic chemicals currently in use.		Products in use were not environmentally friendly. Alternative fertilizer was identified, in addition the port decided to eliminate the use herbicides vs. replace them with alternatives.
		Measure amount of toxic products replaced with nontoxic alternatives.		Approximately 4 gallons of concentrated herbicide was eliminated and was not replaced with nontoxic alternatives.
		Work with Contracts Dept. to include appropriate language for nontoxic product use into next contract.		Language was written into bid and contract documents to eliminate the use of chemical weed control and use environmentally friendly fertilizer on lawn areas.
		Identify hazardous chemicals currently in use.		All chemicals used by port maintenance were inventoried.
	Reduce hazardous chemical used by port maintenance	Evaluate nonhazardous products to replace hazardous chemicals currently in use.		The port is continuing its efforts to trial nonhazardous alternatives in the maintenance shop. This work will continue into 2010 in order to find suitable replacement products that meet performance needs.
		Measure amount of hazardous products replaced with nontoxic alternatives.		When the port finds suitable replacement products for currently used hazardous chemicals measurements will be performed to calculate the replaced volume.




Materials (cont.)				
Goal	Strategies	2009 Targets	Result	Commentary
Reduce hazardous chemical usage (cont.)	Reduce hazardous chemical used by port maintenance (cont.)	Work with Contracts Dept. to include appropriate language for new machinery to have ability to use low emission fuels that meet new fuel standards.		Language will be written into bid and contract documents based on information found in 2010 to find suitable replacement products that meet performance needs.
	Reduce toxic cleaners and products used by janitor	Identify toxic products currently in use.		All chemicals used by port janitor were inventoried.
		Evaluate products to replace toxic chemicals currently in use.		Toxic chemicals in use will be inventoried in 2010.
		Measure amount of toxic products replaced with nontoxic alternatives.		Toxic products replaced with nontoxic alternatives in 2010 will be measured.
		Work with Contracts Dept. to include appropriate language for nontoxic product use		Language will be written into bid and contract documents to limit the use of chemicals based on information found in 2010 inventories and alternatives.
Purchase materials that are cost effective and environmentally preferred	Develop Sustainable/ Green Purchasing Policy	Work with departments to develop areas of focus (reduce packaging, life cycle cost, etc.) and products to prioritize.		Areas have been identified and incorporated into strategies or goals.
		Determine if there are sustainable contracts we can use from other agencies.		A list of sustainable contracts from several other agencies is maintained for use on an as needed basis.
		Create contract boiler language to build in sustainable products and practices		Preliminary contract language has been developed and is used for appropriate contracts.




Materials (cont.)				
Goal	Strategies	2009 Targets	Result	Commentary
Purchase materials that are cost effective and environmentally preferred (cont.)	Develop Sustainable/ Green Purchasing Policy (cont.)	Evaluate office supply products for sustainable alternatives.		Office products evaluated for sustainable alternatives. Environmentally friendly supplies ordered when available and cost efficient.








Energy				
Goal	Strategies	2009 Targets	Result	Commentary
Reduce Energy Use	Install energy efficient lighting	Upgrade lighting in buildings 2001, 2701, 2480, 3209		Lighting was upgraded in Building 2001, 2480, and 2701. The upgrades resulted in 349,929 Kilowatt hours saved, resulting in an annual savings of \$15,502.
		Evaluate building(s) for upgrade in 2010.		Building 2401,3075, 3309 have been evaluated for 2010 replacement.
	Reduce number of servers in Computer Room	Replace five servers in the computer room with one energy efficient server		Individual servers were replaced with a single virtual server which has greater capability
	Turn off lights in offices when unoccupied	Distribute guideline information/lights off stickers to individuals with offices.		Administration common area lighting is shut off at the close of business. Staff turn off office lights when office is vacant.
	Turn off computers at end of work day	Train users on the procedures and benefits of turning off their computer (staff meeting, email)		Users have been informed and reminded of the benefits and have been complying to the energy saving measures.








Water				
Goal	Strategies	2009 Targets	Result	Commentary
Protect Port's Drinking Water System	Update EMS for Port's drinking water system	Complete update to EMS by year end.		Outcome of 2009 EMS targets and objectives was reported out to port staff. New targets and goals were developed for 2010.
	Install spill protection and procedures to reduce fluid dumping in Wellhead Protection Area	Install additional security cameras along port way		Additional cameras planned for installation in 2010 as part of maritime domain awareness project, phase II.
		Identify rail tracks with pervious surface in Wellhead Protection Area where spill protection matting should be applied. Budget for 2011.		GWM and UGC rail locomotive parking areas will be upgraded during Grain Sub Phase B Project which may happen in 2010.
	Construct TCE pump and treat system	Start up system in 2009		System turned on in June, 2009. System treated approx.726 MG of water resulting in 263 lb.s of total VOC's removed 2009.





Biodiversity				
Goal	Strategies	2009 Targets	Result	Commentary
Protect and enhance natural environment	Develop Wetland Mitigation Bank	Begin construction of Wetland Mitigation Bank by year end 2009		Mitigation bank instrument approval granted in 1st Qtr 2010. Construction anticipated to begin fall 2010.
	Control invasive vegetation	Maintain contracts to control invasive vegetation in wetlands and mitigation site beyond compliance requirements		A contract was maintained and invasive vegetation was controlled in these areas.
	Conduct wildlife inventories and surveys	Perform Great Blue Heron Rookery Inventory		Three Great Blue Heron rookeries on port property were inventoried during nesting season. A total of 94 active nests were inventoried.
		Complete Songbird Survey Parcel 6		2009 songbird survey completed and shared with Vancouver Audubon.

Biodiversity (cont.)				
Goal	Strategies	2009 Targets	Result	Commentary
Protect and enhance natural environment (cont.)	Conduct wildlife inventories and surveys (cont.)	Perform Bald Eagle monitoring		Bald eagle monitoring performed in 2009. Eagles were observed using the Columbia Gateway nest.
	Ensure green spaces and landscaping are included in development projects	Measure money spent on green spaces/ landscaping in development projects		This requirement was not very applicable this year. We will be continuing measurement in 2011 as we develop T5.
		Evaluate development projects for opportunities above regulatory requirements		We will be taking a close look at the development at Terminal 5 to make sure that it considers sustainable practices.

Emissions, Effluents, Waste				
Goal	Strategies	2009 Targets	Result	Commentary
Reduce total greenhouse gas emissions	Reduce total greenhouse gas emissions	Conduct greenhouse gas inventory to determine baseline inventory for port operations		A greenhouse gas inventory was performed and established a baseline of 2005 greenhouse gasses as well as an updated inventory for 2008. In addition, the port performed a port-wide criteria air pollutant inventory to establish a baseline for these emissions as well.
	Support the development of renewable energy projects	Purchase renewable energy credits equivalent to 60% port-owned energy use		The port purchased 4,530 renewable energy certificates, equivalent to 60% of the port energy use for 2009.
	Reduce excessive idling on port property	Conduct survey of port departments and maritime tenants to develop baseline and gather constructive ideas		Terminal Operations is working with stevedores and truck operators to address idling topics. Surveys and continued idling outreach will be occurring in 2010.

		Train tenants, port staff, and appropriate people entering front gate regarding excessive idling reduction expectations (signs, newsletter, brochure, website)		An anti-idling campaign was developed for the port with cooperation of Southwest Washington Clean Air Agency. Seven anti-idling signs were hung in key idling areas of the port, 100 brochures promoting truck retrofit opportunities were provided to visiting trucks, tenant outreach efforts were focused on education at workshops, in newsletters, audits and the port website. Outreach will continue in 2010.
Reduce stormwater pollutants entering MS4	Develop Stormwater Management Program	Complete Stormwater Management Plan elements prior to permit deadlines		Progress on Stormwater Management Plan deadlines continue to be met ahead of schedule. This work will continue until permit expiration in 2012.
	Install treatment BMPs in areas with heavy contaminant loads	Pilot stormwater treatment system study on downspouts		A pilot downspout treatment system was trialed during 2009. After modifications, over 85% of stormwater contaminants were removed. Plans to continue improving and expanding the system will continue in 2010.
		Improve bulk material handling BMPs to ensure proper handling procedures		Bulk handling procedures are reviewed as necessary and a major cargo handling BMP will be reviewed as part of a new construction project in 2010.
		Install improved stormwater treatment system at terminal 2 swale		Terminal 2 bioswale was converted into a bioretention system resulting in a reduction of stormwater pollutants.
Decrease volume sent to landfill	Improve port's recycling program	Provide training event to employees on recycling facts		Recycling facts and relevant information was provided to port employees at staff meetings throughout the year.
		Investigate composting service options		Composting service options were investigated. The volume of compostable products generated in the maintenance

			lunch room warranted compost service. However, the compost service provider will not service the secured area of the port. Port maintenance personnel are working on developing on-site opportunities for 2010.
	Perform waste audit to measure recycling successes		A waste audit was performed by the port's waste service provider. Lowered total waste volume by 40 gallons/day, approx. 1/3.
	Build 2009 goal reduction percentage from audit results and opportunities		Based on the results of the waste audit, the port developed a goal to increase the percentage of total waste being recycled by 30%.
	Investigate options for internal reuse of one-sided copies for scratch paper. Establish collection boxes.		Recycling was found to be more effective.
	Reduce paper use with policy to: encourage double-sided printing, reduce banner pages, use secure printing, efficient printing practices.		All machines were modified to do double-sided printing and all banner pages were disabled
	Encourage reuse of office supply items instead of purchasing new.		Stocks of new office supplies are kept at a minimum and employees are encouraged to reuse items prior to purchasing new items.
Recycle/reuse materials from building decommissioning	Deconstruct Rufener farm buildings		Deconstruction of buildings will occur in Spring of 2010
Recycle materials from office equipment and electronics	Identify toner cartridge recycling benchmark, quantify and expand program.		Toner cartridge recycling benchmark was set at 100%. In 2009 100% of used toner cartridges were recycled.

	Identify electronic equipment benchmarks, quantify and expand program		Electronic equipment recycling benchmark was set at 100%. 100% of end-of-life equipment was recycled in 2009.
	Set up contract with IMS to recycle equipment and get certificates of recycling		Contract is in place to recycle equipment with IMS and certificates of recycling are provided for items recycled.
Reduce paper and toner wasted from check printing errors.	Implement procedure for vendor check printing when errors occur that does not require reprint of entire batch		New procedures were developed for the checking printing process, specifically voiding checks that result from printer errors.
Distribute paychecks and employee newsletters in reusable envelopes	Implement reusable/returnable envelopes for distribution of payroll items		This project was postponed to 2010 as new technological advances in payroll distribution have recently been developed. These options include sealable check stock requiring no envelope and payment cards for those who do not have direct deposit.

OTHER SUSTAINABILITY SUCCESS STORIES

The port experienced other successes in sustainability that were not captured in the above goals:

- An unsustainable action was identified in the Administration Department's twice-a-day trips to the post office when the port had a secure mailbox onsite that was being underutilized. In 2009, the port discontinued use of the Post Office box, saving the \$250 annual fee. One of the trips to the post office was eliminated each day, saving a total of 769.6 miles driven, saving emissions, fuel and over \$400 in fuel reimbursements. This also freed-up roughly 125 hours per year in employee travel time.
- Electronic thank you notes are now sent to job applicants that are not chosen for advertised positions. In 2009, 595 electronic thank you notes were sent, saving \$315.35 in postage costs alone.

IV. CONCLUSION

YEAR-END SUMMARY

The Port of Vancouver is looking towards the future; the future of generations to come and the future of the port as an important economic engine of our local community. By choosing to formalize sustainability efforts already underway at the port and develop a means for continuous improvement and identification of new opportunities through the development of the WE CAN! Task Force, the port is taking positive steps toward becoming a sustainable port. 2009 was the first year of the port's formal sustainability efforts. In 2009, the port:

- took stock of current sustainability actions
- formed a cross-departmental sustainability task force (the WE CAN! Task Force)
- provided formal sustainability training for task force members
- set goals, identified strategies and began working toward year-end targets
- held quarterly task force meetings to track progress and identify challenges
- spoke to tenants, other Washington ports, employees about sustainability
- sent written information, newsletters about the port's sustainability efforts to stakeholders
- added a sustainability page to the port's website
- measured year-end progress toward 2009 targets

Overall, the first year of the formalized efforts was successful. The WE CAN! Task Force, together with the departments they represent, set 29 port sustainability goals, identified 51 strategies to achieve the goals and developed 89 year-end targets for 2009. Overall, the port met or exceeded 77, or 86%, of its annual targets for 2009. Fourteen, or 14%, of annual targets were postponed until 2010. The benefits to the port of achieving such a high percentage of the sustainability targets are apparent, with most targets resulting in a measurable or material benefit. An unexpected benefit of developing a formal sustainability program is the change in culture and behavior surrounding sustainable actions, with many inspired efforts beyond what was identified as annual goals.

NEXT STEPS

The port plans on continuing the effort started in 2009 into 2010 and beyond. The WE CAN Task Force will set new goals, strategies and targets for 2010 and continue to make progress for those targets that were deferred from 2009 into 2010. Sustainability efforts will be included into department goals for 2010. Integrating sustainability into every

aspect of the port's operation will promote the port's efforts to become a sustainable port.