

NAGPI Conference Call (Teleconference)

Friday, 7 March 2002, 13:30–15:30

Minutes

Relevant attachments:

- Minutes of 3 February conference call
- Minutes of 7 January conference call
- Five Winds report, sent 3 March
- Communication Strategy, sent 3 March
- *Green Procurement in Trade Policy* document sent 3 March
- Draft CEC Council meeting agenda, sent 6 March

Welcome

List of participants :

Participants

Berny Latreille
Agusti Bordas (Environment Canada)
Scot Case
John Polak
Julie Shannon
Rahumathulla Marikkar
Israel Nuñez Birrueta
Chad Dobson
Luz Aída Martínez
Amalia Lelo
Lorena Gomez
Chantal Line Carpentier
Jane Barr

Unable to attend:

Robert Kerr, Alicia Culver, Berenice Silva, Lou Pagano, Diane Wood

Chantal Line Carpentier acts as Chair, in the absence of Jean Bilodeau.

She informed the members that Arthur Weisman will no longer participate as a member of NAGPI, but is willing to participate occasionally if the need arises.

2. Approve agenda

The agenda was approved

3. Approve minutes of last meeting (3 February 2003)

The minutes were approved if no comments are forthcoming, with changes accepted as of mid-week next week

It was agreed that future minutes would only note decisions taken and will be kept to 2-3 pages

4. **Approve minutes of 7 January meeting**

The minutes were approved, with Ramulathulla Marikkar's revisions

5. **Five Winds Report:** Status report from Chantal Line. Discussion items:

Chantal Line Carpentier noted that new case studies had been added to the final draft. She proposed inquiring from Five Winds the source of these new stories. After discussion about the case study from Denmark and the Cargill Dow example, it was agreed that Chantal Line Carpentier would add a few sentences to the latter to clarify that it is important to look at the impact of corn from a life-cycle perspective since corn is such an input intensive crop. It was also agreed to ask Five Winds to replace the Denmark case study with North American examples such as a story from Santa Monica, the city of Victoria in Canada, or the State of Massachusetts, with the understanding that the report should be kept to a manageable length.

After some discussion, it was agreed that Chantal Line Carpentier would request that Five Winds add an executive summary of about 3-4 pages to the front of the document. The text could be reproduced in colour and distributed separately, like a press release. Members supported Scot Case's suggestion that the executive summary appear on the NAGPI web site and should be linked to the web sites of NAGPI members.

Finally, it was also agreed that Chantal Line Carpentier would request a small addition to the report's conclusions, indicating the present status of the green purchasing initiative and future plans, and she would also approve the new acknowledgements, sent on 3 March.

Later on in the meeting, Israel Nuñez offered to send in another success story, and Chantal Line Carpentier agreed that it could be appropriate to include another Mexican case study to balance out the report or to at least offer Five Winds a choice of the best story.

6. **Communications Strategy:**

Following receipt of the recent version of the communications strategy, members discussed the idea of holding a conference.

The discussion covered topics related to a potential conference, including who should be invited, given the wish to reach a lot of key people; the number of attendees; how to keep costs down; potential for a press conference after the conference; elaboration and adoption of the communication strategy at the conference; and the focus on an action plan. It was decided that John Polak, Scot Case, and Julie Shannon would frame a proposal about such a conference. They agreed to have a conference call on Monday 10th of March at 4:00 pm, and Scot Case offered to host it and to circulate a conference call number.

It was also noted that since the communication strategy has been submitted to NAGPI and it covers a very broad scope of potential actions, it is now up to the NAGPI group to decide how to proceed and on which action items.

7. **NAGPI Web Site:** Update from Berny Latreille and discussion

Berny Latreille reported that he has prepared a splash page and site map and that Chantal Line Carpentier had sent him some comments and tried to put him in touch with CEC's IT person. The site map includes a home page with sections including: finding solutions; learning what others are doing; hot topics for procurement officials; green marketplace; e-commerce for governments; and some administrative content (editorial policy, navigating, FAQs, and links).

(Israel Nuñez joins the call and introduces his colleagues: Luz Aida Martinez, Lorena Gomez and Amalia Lelo. Chantal Line Carpentier agreed to resend him the documents that he had not received recently due to problems with the system and server.

Returning to the web page discussion, Chantal Line Carpentier explained that the splash page and site map weren't sent to NAGPI members yet, pending approval by the CEC as to conformity with CEC image. Members agreed, but given the web page could be costly, they felt the first priority should be a meeting that would confirm NAGPI's identity and function, followed by some sort of recognition given out for good procurement performance.

Green procurement certification:

Ramulathula Marikkar suggested the group thinks about a NAGPI 'green procurement certification' scheme at three levels: bronze, silver and gold for procurers. Costs could be covered by charging for the certification service and by selling the tools NAGPI is developing, such as life-cycle costing methods.

Discussion ensued about the operational structure of such a scheme, with Environment Canada's *Environmental Choice* certification mentioned as a potential model. It would be administered by another agency, but it would be owned by NAGPI who would control how it evolves and what it looks like. Chantal Line Carpentier suggested placing this item on the agenda of a future conference call, since it is important to first see how it corresponds to the CEC's mandate. It was agreed that it is an ambitious undertaking, but Ramulathull Marikkar, John Polak, Julie Shannon, Luz Aída, and Scot Case offered to put together a proposal.

8. **Green Procurement in Trade Policy:** Review of the recent document on green purchasing and technology by Jane Early

Chad Dobson noted that he should have a reply from the lawyer who is looking at the report by Monday, at which time he will contact Chantal Line Carpentier so that she can then send it out for editing.

9. **June Council Meeting:** Status of the group's follow up by government members with their representatives.

Chantal Line Carpentier reported that she had received a draft agenda for the Council meeting and requested feedback about what action items NAGPI should declare at the meeting. Members agreed that it is important to keep the item short and to the point. Agusti Bordas agreed to work on NAGPI's agenda proposal, trimming it down without sacrificing its place in the list. Julie Shannon and Israel Nuñez will also send comments.

10. Other business (this item was deferred to the next meeting)

CEC review of its own procurement policy and auditing of its office. Is it worth pursuing Dupont and Xeros to be part of NAGPI?

11. Next meeting

Wednesday, 9 April at 10:30 am.

Meeting adjourned at 2:40 pm.