



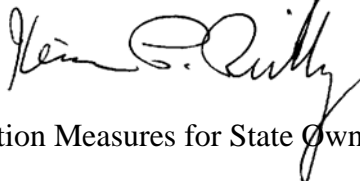
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December 15, 2005

To: Chancellors

From: Kevin Reilly, President 

Subject: Winter Heating Conservation Measures for State Owned Facilities

In response to record high energy prices, Governor Doyle issued Executive Order #132 on November 21, 2005. A copy of the executive order is included in the attachment (on page 3).

Executive Order #132 (1) requires agencies to hold energy use to the minimum level possible without adversely impacting state facilities, equipment, employees, visitors, and program operations (and in our case students); (2) establishes a goal of promoting employee awareness and understanding of energy conservation measures in all Executive branch agencies; (3) directs the Secretary of the Department of Administration (DOA) to issue energy conservation guidelines for use by Executive branch agencies; (4) directs Executive branch agencies to cooperate fully with DOA to achieve energy usage reductions and cost savings; (5) directs the head of each Executive branch agency to promote energy conservation during the balance of the 2005-06 heating season; and (6) directs all Executive branch agencies to report to DOA on energy conservation measures implemented and the results of those measures during 2005-06.

Executive Order #132 was quickly followed by a memo from DOA Secretary Stephen Bablitch, directing agencies to take immediate steps to reduce energy consumption in state facilities. This memo included DOA established guidelines related to variables that affect energy usage in state buildings. The guidelines are attached to this memo, but may also be found at <http://www.doa.state.wi.us/dsf/index.asp> in the Energy Issues and Policies section.

In response to the executive order and the guidelines issued by DOA, I am asking each UW System institution to review the DOA guidelines and implement them to the maximum extent possible. If there are guidelines that are not workable for your institution, please note what they are and why it is not possible to implement them at this time. In addition, institutions should review and utilize informational materials available on the DOA website that can be shared with employees to reduce energy consumption.

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All state agencies, including the UW System, are required to submit energy conservation reports to DOA no later than May 15, 2006, regarding energy conservation measures implemented between now and May 15, along with the results of those efforts. System Administration will request and compile information from each institution regarding its energy conservation measures to submit as part of the report.

Secretary Bablitch included a reminder that agencies should plan for higher energy expenditures and develop contingency funding plans for energy related shortfalls. In addition, System staff have been informed that the state has no funding for supplementing utilities shortfalls and that any such request will be denied.

Assistant Vice President David Miller has been assigned the responsibility of working with the Division of State Facilities (DSF) on energy conservation measures related to the UW System. As part of a recent Campus Planners' Retreat, David met with campus planners and some institutional business officers to discuss methods of reducing energy consumption on our campuses. Some of the ideas that David and the planners will be working on include:

1. Seeking permission from the Building Commission to use some All Agency funds to move forward on energy saving initiatives.
2. Seeking permission to charge salaries to the utilities appropriation for staff who work to improve energy conservation, for example, student assistants to monitor offices for compliance with temperature guidelines, remove space heaters, etc.
3. Sharing of best business practices among campus planners to improve the overall ability to manage energy usage.

More information on these energy initiatives will be forthcoming from David over the next couple months. In addition, in January System Administration will begin projecting utilities expenditures for the current year and will provide monthly updates. This will help prepare campuses for any potential shortfall liability that might occur.

It is up to all of us, working together and individually, to reduce the consumption of energy in UW facilities. If you have questions on this subject, please contact David Miller at (608)265-0551.

Attachments

Copy: Governor Doyle  
Secretary Bablitch  
Board of Regents  
Cabinet