

Tools for a Greener Office

A Conference on Making Offices More Sustainable and Cost Effective

June 24, 2008 • 8:00 am – 2:15 pm

UMass-Boston Campus & Conference Center, 100 Morrissey Boulevard, Boston, MA

Conference Agenda

8:00 - 9:00	REGISTRATION, BREAKFAST, EXHIBITS
9:00 - 10:00	OPENING PLENARY SESSION Keynote Speaker: David W. White Jr., President, Massachusetts Bar Association
10:15 - 10:45	COFFEE IN THE EXHIBIT HALL
10:45 - 11:45	BREAKOUT SESSIONS Green Purchasing 101 Each day we are bombarded with more and more marketing messages touting that this or that product is “green” or “environmentally friendly.” This session will answer three important questions: How can you tell who is telling the truth? Which products should you focus on first? How do you track success? Speaker: Marcia Deegler, Director of Environmental Procurement, Massachusetts Operational Services Division Towards a Paperless Office It is a surprising fact that copy and printing paper consumption is slowly decreasing nationwide. What are the resources and tools available to make this trend take place at your office? How do you “green” the paper purchases that still need to be made? Speakers: Jetta Antonakos, Waste Management and Recycling, Maine State Planning Office • Alan Kevan, Klevan & Klevan LLP • Jeffrey S. Glassman, Law Offices of Jeffrey S. Glassman LLC Creating a Successful Recycling Program This session will ask and answer tough questions: Can recycling save you money? How do you set up a recycling program that works? How do you find a recycling service provider if your community does not provide the service? Get answers from a panel of experts in the field! Speakers: Ann Dorfman, Recycling and Resource Management Consulting • Craig Lovett, Director of Business Development, Capital Paper Recycling • Rob Gogan, Recycling and Waste Manager, Harvard University
12:00 - 1:00	LUNCH IN THE EXHIBIT HALL

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Conference Agenda *(Continued)*

1:00 - 2:00

BREAKOUT SESSIONS

Securing Funding for Green Initiatives

So, you have decided to “green up” your office. How do you pay for this? What are the creative funding mechanisms others have used to finance their energy efficiency and other improvements? This session, primarily focused on energy efficiency, will discuss the answers.

Speaker: Dmitriy Nikolayev, Procurement Manager, Facilities & Environmental Services, Massachusetts Operational Services Division

Engaging Co-Workers

Many sustainable initiatives are doomed without the support of your co-workers. This session will discuss the specific tools that can help you foster behavior change in the workplace. The session will also include two case studies of organizations that have successfully used those tools to make a difference.

Speakers: Jan Aceti, Principal, Aceti Associates • Justin Lindenmayer, Associate Analyst, Abt Associates, Inc. • Gosia Sklodowska, Harvard Graduate School of Education

2:00 - 2:15

RAFFLE IN THE EXHIBIT HALL

Additional Questions

If you have any questions, please contact Megan Harrington, MassRecycle Program Assistant at megan@massrecycle.org or 617-714-5855.