

**JET Draft Summary of  
Procedure for Address New Issues and  
Areas of Focus  
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**Procedure for Addressing New Issues:**

1. Threshold Analysis (must answer all in the affirmative)
  - a. Is it within the JET mandate?
  - b. Is it a feasible task for JET?
  - c. Will it have a substantial impact?
2. Identify Stakeholders
3. Request Staff Report on Current Status of Any Efforts
4. Request Briefing on Any Relevant Policy Issues
5. Seek Reports from Subject Matter Experts as Needed
6. Draft and Vote on Recommendations to the BOCS and School Board

**Areas of Focus (not in any priority order):**

1. Facilities/Infrastructure
  - a. High performance buildings.
  - b. Sustainable landscaping (including native plants and invasive plant management).
2. Transportation
  - a. Vehicle emissions management.
  - b. Walkability issues.
3. Workforce Development
  - a. Consolidation of best practices on sustainability.
  - b. Foster workforce ethic of sustainability.
  - c. Incorporate sustainability into job descriptions as appropriate.
  - d. Develop workforce skillset for new technologies focused on sustainability.
  - e. Support businesses that create sustainability ethic among workforces.
  - f. Promote student internships within the sustainability industry.
  - g. Promote citizenship efforts surrounding the impact of environmental conditions on human health.
4. Land Usage
  - a. Complementary siting issues.
  - b. Walkability issues.
5. Waste Management/Recycling
  - a. Increase focus on waste prevention.
  - b. Complementary siting of facilities for public use (e.g., composting, recycling)
6. Energy Usage – permeates all categories above.
7. Procurement
  - a. Incorporation of sustainability considerations.
  - b. Collaborative/group purchasing.