

Energy Management Policy

This Policy is Applicable to the following sites:

SYSTEM WIDE

Continuing Care, Corporate, Gerber, Outpatient/Physician Practices, Priority Health, Reed City, SH GR Hospitals, SHMG, United/Kelsey, Zeeland

Applicability Limited to: N/A

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Functional Area: Environmental Services / Presentation, Facilities, Facilities Support Services, Planning, Design and Construction, Real Estate

1. Purpose

To support the mission and vision of the Spectrum Health System by adopting energy-efficient operating strategies to improve performance, lower costs and conserve natural resources.

2. Responsibilities

The Spectrum Health Energy Management Team will support the development and implementation of the energy management plan by providing resources and guidance to promote responsible energy management practices on a system wide and local entity approach. The team shall include representation from the Spectrum Health System departments such as: Facilities Support Services, Real Estate Management, Facility Planning and Development, Design & Construction and Sustainability.

3. Policy

A. Spectrum Health Energy Management Team will:

1. Provide energy management consulting services to other Spectrum Health affiliates on as needed basis.
2. Provide short and long term strategic plans, goals and objectives on an annual basis to the Vice President of Facilities.
3. Develop a communication network within Spectrum Health System in order to report progress, benchmark, share best practices, etc.
4. Promote continuity of information to ensure that energy-efficient operating strategies are maintained.
5. Leverage college and university relationships as it relates to sustainability and energy management internships and co-op opportunities.
6. Promote a foundation for training and system analysis.
7. Regularly monitor trade journals, internal databases and other facilities to learn, share and implement best practices.

B. Energy Management Plan

1. Each Spectrum Health Hospital will have a comprehensive energy management plan with minimum components including:
 - a. Introduction
 - b. Energy Management Vision
 - c. Guiding Principles for Energy Management
 - d. Business Case for Strategic Energy Management
 - e. Business Proposition
 - f. Energy Management Goals & Objectives
 1. Purchasing/Procurement Procedures and Specifications
 2. Enhanced Design and Construction Practices
 3. Enhanced Facility Operating Practices
 4. Cost-Effective Facility Upgrades
 5. Active Commodity Management
 6. Monitoring, Track and Improve Performance
 7. Staff and Community Engagement
 - g. Timeline and Responsibilities for Plan Adoption and Implementation
 2. The energy management plan will be reviewed and revised on an annual basis based on results, feedback and business factors.
- C. Energy Management Capital Improvement Process
1. The Energy Management Team will work with the Vice President of Facilities to establish an annual project scope for energy improvements.
 2. Project scope will be evaluated by the energy management team annually. Project qualification criteria will define a balance between environmental stewardship, risk mitigation, and return on investment.
 3. Fund disbursements may be distributed on a system wide approach and/or by local entity, which will be based on hospital board approval.
- D. Energy Performance Data
1. Each Spectrum Health Hospital will baseline and document energy performance data and submit to the Energy Management Team on quarterly basis.
 2. Energy performance data will include, at a minimum, usage and cost.
 3. Each Spectrum Health Hospital will produce a monthly EPA Energy Star Rating that will be documented within internal and external reporting structures.
 4. Energy performance data will be benchmarked within Spectrum Health facilities and other external organizations
 5. Energy performance data will be reported to senior leadership and/or board of directors on an annual basis.
 6. Each hospital will report any previous fiscal year energy efficiency projects with the expected financial and environmental savings to the Energy Management Team on an annual basis.
- E. Energy Star Partners

1. All Spectrum Health Hospitals will be Energy Star Partners.
 2. Individual facilities are responsible for developing and maintaining EPA partnership status.
- F. System Marketing and Employee Engagement
1. The Energy Management Team will partner with internal and/or external resources to develop a system marketing and employee engagement plan focusing on energy management.
 2. The system marketing and employee engagement plan will include at a minimum:
 - a. Development of marketing materials such as posters, table-tents, website, staff meetings, etc.
 - b. A process to evaluate energy saving ideas submitted by employees.
- G. Spectrum Health System Strategy
1. The Energy Management Team will setup a knowledge network to create an environment of advocacy for energy management.
 2. Share knowledge, resources and technical expertise.
- H. Summary: As providers of health, healthcare is being looked upon as leaders to not only cure, but to prevent environmentally induced health implications. As scientific evidence mounts linking human and environmental health, this is Spectrum Health's opportunity to answer the Environmental Call To Action. Spectrum Health will create a nationally recognized sustainability model for regional health care by 2014.

4. Revisions

Spectrum Health reserves the right to alter, amend, modify or eliminate this policy at any time without prior written notice.

5. References

Environmental Protection Agency Energy Star Program, Practice Greenhealth, BetterBricks, Energy Performance Data (Spectrum Health), Ferris State University, Consumers Energy, U.S. Department of Energy, Providence Health and Services

6. Policy Development and Approval

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7. Keywords:

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