

# Sustainability Committee Charter

**Effective Date:** 4/1/2026

**Executive Sponsor:** Jeff Phillips

**Committee Chair:** Jessica Presley

## Purpose & Mission

Advance the Paul Mueller Company's mission to Create Quality for Life by achieving and maintaining certification of the Springfield site under the Missouri Manufacturing Sustainability Certification Program (MMSCP). Drive continuous improvement to reduce waste, conserve energy, and lower costs across operations. At time of charter, PMC MMSCP assessment score: 71/203; certification threshold 105; target  $\geq 115$  points.

## Authority

- Set sustainability objectives, targets, and KPIs
- Establish and prioritize projects related to the committee's mission
- Coordinate with the Ozarks Environmental and Water Resources Institute (OEWRI) for assessments and on-site verification, and with the Missouri Association of Manufacturers (MAM) for certification and recognition
- Recommend related policy, capital expenditures, and process changes to the Leadership Team

## Scope

- Springfield site MMSCP certification: checklist completion, gap closure, on-site verification, documentation, and biennial recertification
- Operational focus: energy, water, materials & solid waste, emissions, procurement, training & engagement, data & reporting

## Objectives

Achieve certification by completing OEWRI on-site verification and reaching at least 105 points. Supporting objectives:

- Sustainability Planning: Increase score from 7 to 30 out of 39 possible
- Energy Efficiency: Increase score from 18 to 28 out of 55 possible
- Water Quality/Conservation: Increase score from 4 to 10 out of 26 possible
- Resources/Solid Waste Management: Increase score from 16 to 26 of 38 possible

## Required Items to Achieve Certification

- Establish the Sustainability Committee
- Create and post a sustainability policy
- Communicate sustainability efforts to employees & community
- Set environmental sustainability targets and objectives
- Set social sustainability targets and objectives
- Establish a policy to ensure optimal energy performance of equipment before purchase
- Implement an employee idea submission process.
- Begin solid waste volume tracking
- Establish a process for specialty and rechargeable battery recycling

## **Deliverables**

- MMSCP checklist with gap-closure plan and schedule
- Evidence Binder for on-site verification (policies/SOPs, logs, training, maintenance, utility data).
- Quarterly KPI scorecard (energy, water, waste, spend, savings)
- Annual results summary for MAM recognition.

## **Committee Composition**

Committee members will serve one-year terms, with a staggered replacement schedule to preserve continuity.

- Executive Sponsor – Jeff Phillips
- Committee Chair – Jessica Presley
- EHS/Sustainability (MMSCP owner) – Brandon Pottenger
- Facilities/Maintenance – Kyle Arwood
- Operations - Ryan Bergmann & Karen Reed
- Quality – Brad Anderson
- Supply Chain/Procurement – Joanie Mousel & Adam Owen
- Accounting/Finance - Dallas Williams
- Marketing/Communications - Daniel Bollinger
- HR/Training - Empty
- IT - Empty
- Advisors: OEWRI and MAM staff

## **Areas of Focus**

- Energy & Equipment Efficiency
- Water & Process Utilities
- Materials & Solid Waste
- Emissions & Compliance
- Procurement & Supplier Engagement
- Training & Culture
- Data, KPIs & Reporting

## **Cadence**

- Monthly committee session (60–90 min)
- Quarterly report-out for Executive Sponsor & Leadership Team
- Ad hoc OEWRI/MAM touchpoints for checklist, on-site scheduling, and follow-ups

## **Budget & Resources**

- MMSCP program fees and biennial renewal (\$250-\$500/year at time of charter)
- Expenditures for metering, maintenance, controls, leak repair, and training
- Time for data gathering (12 months of utilities), on-sites, and implementation

## **Charter Review & Duration**

Annual review and after each MMSCP cycle.