

SEU Advisory Board

Meeting Minutes

Monday, March 2, 2015

I. Call to order

Chairman Betty Ann Kane called to order the meeting of the SEU Advisory Board (SEUAB) at 10:20 am Monday, March 2, 2015 at the District Department of the Environment, 1200 First Street, N.E., Washington, D.C.

Roll call

SEU Advisory Board: John Mizroch, Donna Cooper, Joe Andronaco, Betty Ann Kane, Bernice McIntyre, Larry Martin, Dan Wedderburn

Absent Board Members: Keith Anderson, Sandra Mattavous-Frye

Other Attendees: Tommy Wells, Taresa Lawrence, Ted Trabue, Lance Loncke, Hussain Karim, Marcus Walker, George Nichols, Mohamed Ali, Nina Dodge, Marshall Duer-Balkind, Barbara Burton, Lori Murphy Lee, John MacGregor, Katie Bergfeld, Bob Jose, Mike Healy, Anmol Vanamali

Approval of agenda and minutes

Larry Martin, Vice Chair, delegated Chairing the meeting to Chairman Betty Ann Kane.

The agenda was approved.

The minutes from the October 30, 2014 Board meeting had one change noted by Dr. Donna Cooper under bullet number one. The word “provide” was changed to “provided.” The meeting minutes as amended were approved.

II. Official Business

Bernice McIntyre – Discussion on the SEUAB Annual Report

- Ms. McIntyre stated that the Board is required under the law to submit an annual report to the City Council with recommendations and an overview of what has been done during the year and the report was due at the end of November. She said it has been difficult to meet that deadline because the required information is not available in a timeframe that would allow the deadline to be met. She stated that this year’s report was finished and submitted to DDOE in January.

The Board’s recommendations in the report are:

- All Board positions should be filled as soon as possible

- The current performance measure for “Low Income Efficiency and Conservation” does not measure the actual success of the program. The Board recommends that an outcome measure that tracks success in energy conservation and efficiency be identified.
- The DCSEU should share its analysis concerning participating in the PJM Capacity Market. Pursuant to Section C.5.2 of the contract, the SEU in its strategic planning analysis shall identify program measures that may be bid into the PJM capacity market and estimate the potential revenue to the SEU from bidding this resource into the PJM market.
- The Board’s annual report should be submitted on a schedule that facilitates a more thorough review of the DCSEU’s annual report, and permits submission of its own annual report by January 31 of each year.
- Broader public participation and transparency in SEUAB meetings, including periodic community engagement meetings.
- The DCSEU should enhance its efforts to connect with District residents who have had energy audits to provide them with options to implementing the energy efficiency measures necessary to improve the performance of their home energy systems.

III. Karim Marshall – Update on Submission of SEUAB Annual Report to Council

- The SEUAB Annual Report had not yet been submitted to Council. It was still in the transmittal process with the new administration.
- This report is one of DDOE’s priorities and one of many things that DDOE is trying to push through. DDOE does not have an estimated timeframe, but Dr. Lawrence will be notified when it has been transmitted to inform everyone.
- Individual agencies do not transmit directly to the Council. It has to come from the Office of the Mayor. The report is submitted with a transmittal letter from the Mayor to the Council.
- Dr. Cooper asked whether modifying the due date of the Board’s report would be pursued legislatively, and if it would be pursued through the Budget Support Act. Mr. Marshall answered that DDOE will address the issue.
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IV Board comments

- John Mizroch welcomed Director Tommy Wells on behalf of the Board.
- Chairman Kane noted that there are four vacancies on the Board: Renewable energy, Building construction, Low-Income and Building Management. Dr. Lawrence indicated that she has been in contact with the Mayor’s Office of Talent and Appointments and they are eager to fill the vacancies.
- Dr. Lawrence informed the current Board members of their upcoming term expirations dates. An open invitation was extended to anyone who would be interested in submitting an

application to fill one of the vacant seats. Interested persons should apply to the Mayor's Office of Talent and Appointments.

- Director Wells provided opening remarks as the new Director of DDOE. He stated that he was familiar with this Board through Council hearings and meetings. He also stated that he would be taking a fresh look at everything including the SEUAB and operations of the DCSEU. He would be looking to see how the DCSEU could become more entrepreneurial and how DDOE could continue to build on the capacity of something that the Board helped to create. Director Wells also stated that he would be reviewing what his role will be with the Board, whose role is to provide advice to DDOE. He said he would attend the Board meetings, but had not yet decided whether he would serve on the Board because DDOE is already the contract administrator for the DCSEU contract. DDOE also administers the contract for the financial audit of the DCSEU. This is a significant amount of monitoring so there may not be a need for him to serve on the Board. However, Mr. Wells stated that he would set expectations through the contract with the DCSEU, and those expectations would be communicated to the Board so that the Board can function independently. He noted that Keith Anderson is currently the Chair and is very knowledgeable. He stated that the Board should be very proud of what it has created in the District of Columbia and he was excited to partner with the Board to move it in directions and areas that have never been thought of before.

The Director ended by stating that he is taking a new look at energy in the District, and his vision of taking a holistic approach with the District's programs for maximum benefit to the District's households.

Mr. Mizroch responded by acknowledging the breadth of what the Director has taken over, and noted that this Board does not perform the oversight that DDOE performs in terms of the invoicing and monitoring performance. He stated that the Board's role is unique and asked the Director to keep an open mind regarding how he would want the Board to participate with DDOE and the Director. Mr. Mizroch stated that the Board had an off-site retreat that he found to be extraordinarily useful. He suggested that Mr. Wells may want to explore such ideas, options and entrepreneurial initiatives.

Dan Wedderburn recalled previous efforts to eliminate the Board without notice. He said a hearing was held which was widely attended, and there was only one person who testified in favor of abolishing the SEUAB and that was Mr. Anderson. He said about forty different groups testified in favor of continuing the SEUAB.

Mr. Andronaco stated that a few years ago the Board made the point that having the Director of DDOE as the Chair, while not necessarily resulting in any specific conflict of interest because the SEUAB is an advisory board; may not leave as much room for the Board to provide independent, objective viewpoints. He said the Director's perspectives are in line with the Board's prior discussion.

Chairman Kane stated that the Board is looking forward to working with Director Wells.

V. Chairman Betty Ann Kane - SEUAB Update on Planning of SEUAB Public Meeting

- The SEUAB had been discussing outreach to the public and having a meeting where the SEUAB would describe what the Board and the DCSEU do. This meeting was planned for November, December or January but the weather during that time was not favorable and the change of administration interfered.

- Dr. Lawrence indicated that DDOE reached out to determine the availability of several venues. Whenever a new date is determined, DDOE will take on the task of reserving a meeting location and the related logistics. It is scheduled to be a two hour meeting.
- Mr. Martin stated that the most important thing is for the Board to identify a date.
- Chairman Kane said that we need to set the date far enough ahead so that the department can get the information out to the public.
- Dr. Lawrence would send potential dates out to the Board. Chairman Kane suggested that the dates be close to the last two weeks in April. Dr. Cooper asked if there was a specific time period that it required for a notice to be printed in the DC Register. Mr. Marshall answered there is a minimal notice and an effective notice. The minimal notice for hearings is ten days and an effective notice is thirty days.

VI. Ted Trabue and Marcus Walker – Update on DC SEU FY 2015 Programs and Activities

- Mr. Trabue presented the attached PowerPoint Presentation to the Board on the FY 15 Programs and Activities (see attachment). He spoke about the following topics.
- Benchmark performance to Date
- Smooth Out the Hockey Stick
- Leveraging Opportunities
- Program Delivery and Operational Efficiency

VII. Larry Martin - DC SEU Benchmarks, Reporting and other issues

- Larry Martin discussed the Board's strategic role as an advisor to DDOE and the DCSEU by highlighting some of the discussions at the Board's recent retreat. The question was asked regarding how the SEUAB can strategically aid DDOE and the DCSEU. Mr. Martin stated the Board has been most effective when it has taken one issue and focused the meeting time on resolving that issue. He provided the following examples:
 - The PJM issue
 - The visibility of the DCSEU and how they could receive more attention.
 - Annual budgeting and annual performance measures.
 - The integrated efficiency measure.
 - The source to site question
- Mr. Martin stated that the Board has done some constructive strategic planning in his opinion, however, he would like the Board to think long-term and how we can enhance the programs with the DCSEU. He provided the following examples:
 - How can we better coordinate with PACE?
 - How can the performance measures for low-income housing be improved? How much money has been spent? How can we move this administrative measure to an outcome measure?

- The source to site issue should be revisited to move the needle on efficiency by local sourcing of energy. This is an area that the DCSEU has not been able to do a whole lot beyond the solar program.
- The issue of microgrids should be addressed.
- Larry Martin suggested setting up a committee for discussion or getting people to team up with priorities of strategic recommendations to DDOE. He noted that the Board makes recommendations but we never hear how they have been implemented. He gave the example of green jobs, where some good things have happened.
- Chairman Kane stated that listening to and reflecting over the years, the Board has made recommendations to the Council and that included the new measure for low-income energy efficiency programs. She said this maybe an area for a committee. Broader participation and transparency can be achieved by having the public meeting in April. Chairman Kane also mentioned looking at the DCSEU role with solar. So for this year the three items to work on are 1) low-income energy efficiency, 2) participation and transparency with the Board and 3) DCSEU and solar. She said this would be a good work plan.
- Ms. McIntyre noted that when the Board first started they were meeting on a bi-weekly basis and the Act itself calls for quarterly meetings. She said the question to ask is what is the level of participation from the Board, and particularly from the Director? She said there are a lot of issues that the Board can tackle if they have the energy and a full Board so they need those vacant seats to be filled. She noted that if the Board is only going to do quarterly meeting then the Board should not take on a big agenda because the Board will not be able to implement and be successful. But if the Board wants to meet more frequent then they can broaden it.
- Dr. Lawrence stated that if the Board wants to meet more regularly than quarterly, DDOE can arrange that, and if any subcommittees need to be formed DDOE can also organize those for the Board.
- Chairman Kane asked for the date for the renewing of the DCSEU contract. Dr. Lawrence answered by saying that DDOE determines if the contract will be renewed ninety days prior to the end of the fiscal year. The DCSEU submits an annual plan for the next fiscal year. So the end of June is when the decision is made for our course of action for the coming year.
- Mr. Martin stated two other issues for consideration to be recorded in the minutes: 1) Evaluate and identify multi-year performance measures for the DCSEU which would enable them to use money from more than a single year, and specifying performance measures; and 2) an integrated or common efficiency measure that would run across natural gas and electricity efficiency.
- Chairman Kane thanked Director Wells for being at the meeting and stated that the Board is looking forward to a continued working relationship.

VIII New Matters

None

IX. Adjournment

Chairman Betty Ann Kane adjourned the meeting at 11:56 am.

Minutes prepared by: Lynora Hall