

Delaware Sustainable Energy Utility - Retreat

Meeting of the Oversight Board

The Outlook ~ 5th Floor ~ Bradley Room

500 W. Loockerman Street, Dover, DE 09904

July 16, 2015 – 9:00 A.M.

Welcome

Board Chairman Senator Harris B. McDowell, III called the meeting to order at 9:00 a.m. Present were Charles Wagner, Kristopher Knight, Joseph Schorah, Pamela Bakerian, Dave Bonar, Robert Underwood (proxy for Secretary David Small). Also present were Tony DePrima, SEU Executive Director, Frank Murphy, SEU General Counsel, General Counsel, Suzanne Sebastian, Program Manager, and Lisa Gardner, Office Manager.

Members Absent: Ismat Shah, Nnamdi Chukwuocha, Trey Paradee and Sean Finnigan.

Mr. DePrima introduced the new DESEU Program Manager, Suzanne Sebastian to the Board. Ms. Sebastian stated that she was excited to join the team and was looking forward to working with the Board.

1. Approval of Minutes - Oversight Board – May 21, 2015 and Finance & Audit and Loan Committee – June 17, 2015.

Ms. Bakerian moved to approve the above minutes, seconded by Mr. Wagner and unanimously carried.

2. Governance Committee – Salary Review and Recommendation – The Board moved to adjourn into Executive Session.

The board Reconvened into Open Session. A motion was made to approve a onetime 4% 403b contribution for Anthony DePrima, Executive Director, and a 4% salary increase to Lisa Gardner, Office Manager.

3. Consideration of Statements – A motion was made by Mr. Bonar to approve the following statements, seconded by Dr. Wagner and unanimously carried.

- i. Murphy & Landon – March 2015 (\$3,045), April 2015 (\$2,199), and May 2015 (\$4,827)
- ii. NW Financial Group, LLC – April 2015 (\$956), May 2015 (\$240)

4. Reports - Executive Reports – Mr. DePrima reviewed the following reports:

- a. Budget Report – Ending June 30, 2015**
- b. Activity Report – May/June 2015**

5. SEU Retreat – Mr. DePrima presented a Power Point presentation and reviewed the following items:

2014 -2015 Organizational Progress

- Finalized Strategic Plan
- Financial Audits are up to Date
- Relocated Office to Duncan Center
- Hired Program Manager
- Completed Major Upgrade to Website
- Established System for Media and Social Networking Sites
- Established Personnel, Vehicle and Travel Policies

- Published First Annual Report

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2014 -2015 Established Programs

- Energy Efficiency Performance Bonds
- Revolving Loan Program
- SREC Procurement Program Management
- Green for Green Program
- Home Performance with ENERGY STAR

2014 -2015 Pilot Programs

- Energy Assessments for Nonprofits
- Pathway to Green Schools Program
- Solar Thermal & Geothermal Incentive Program
- Joint Green Energy Enhancement Program

Emerging Programs

- Pre-weatherization
- Assisted Home Performance
- EEIF Plus for Large Industry
- Net Zero Energy Manufactured Housing
- Solar Resiliency
- Faith Efficiencies Program
- Green Banks
- Systematic EM&V per Cadmus Study
- Establish R&D (Research and Development) – UD

Potential New Programs

- Community Energy Education Centers
- Multiple Family Housing Program
- Clean Vehicle Programs
- Small Business Investment Incentives
- Agriculture Assistance Program
- Emerging Appliance Technology – Dryers

Cadmus Recommendations

- Streamline Auditing and Financing Programs
- Adopt Pilot Program Evaluation Tool
- Adding more direct installs to audit programs
- Correct anomalies in Home Performance Savings report
- Transform Green for Green to Assistance and Incentives to Builders
- Hire Marketing Agency to Design and Develop Marketing Strategy and Plan
- Hire Professional Evaluator to Evaluate each Program

Discussion

- **Clean Vehicles** – Senator McDowell introduced the idea of creating a fuel efficient Green Taxi System. The concept would focus mainly in assisting those with disabilities with transportation to and from medical appointments. This program could be expanded to be used by the state employee's car pool system, transporting senior citizens, as well as a DUI Cab/Taxi Service cab service. It would provide a reasonable fair and grow free enterprise.

- **Destination Station** – Dr. Wagner stated that the Destination Station Center in Rehoboth has broken ground. Destination Station is a science and technology center that can be actively explored through displays that require probing and work in concert with programs such as Junior Achievement, Odyssey of the Mind, Robotics, Science, Technology, Engineering, and Math (STEM). Mr. DePrima indicated that we would reach out to them as a potential program.
- **Agriculture Program – Poultry Freezers** - Ms. Bakerian stated that one of the goals of the DESEU is to assist Delaware businesses reduce their energy bills by improving the efficiency of their operations. As part of our portfolio of programs, the DESEU should become more engaged and involved with providing financing assistance and/or technical assistance to Delaware’s Agricultural community for the implementation of sustainable, energy efficient and renewable energy enhancements. Ms. Bakerian introduced the subject and the benefits of utilizing freezers for the management of dead birds on poultry farms that could be powered by renewable energy resources, such as solar photovoltaics (PV). She suggested that a stakeholder meeting be held to further discuss.
- **Energy Efficiency Advisory Council (EEAC)** – Mr. Underwood expressed the importance of the continued partnership between the DESEU and the Energy Office to work closely together in order to bring emerging programs to fruition.

6. Public Comment

A motion to adjourn was passed unanimously at 11:55 AM.