

**Delaware Sustainable Energy Utility Oversight Board
Executive Committee Meeting
Alumni Lounge, Perkins Student Center, University of Delaware, Newark
10:00am, October 16, 2009**

ATTENDANCE

Board Members

Sharron Cirillo, Public Accountant
Collin O'Mara, Secretary, Department of Natural Resources and Environmental Control
Senator Harris B. McDowell, III, Co-Chair
John Byrne, Director, Center for Energy and Environmental Policy, Co-Chair
Charlie Smission, ex officio

Board Staff

Sean Finnigan, Delaware State Senate

Scribe

Peter Olmsted, Center for Energy and Environmental Policy
Cassandra Brunette, Center for Energy and Environmental Policy

SEU Contract Administrator

Not Present

Members of the Public

Andy Meserve, GE & MSEIA
Herb Adelman, White Optics
Francis Hodsoll, Pace
Brian Kramer, League of Women Voters
Jim Black, Clean Air Council
John Flaherty, Citizen
Rachel Marcus, CMI Electric
Mike Schlegel, Duffield Associates
Branch Heller, Citizen
Coralie Pryde, DNS & DELCOG
Bob Maxwell, AERCA
Allen Luzak, JCN Building Science
Gonc Tez, Bluearrow CMC
Barry Yerger, Mid Atlantic Renewable Partners
Brian McGlincaey, Local #55
Judge Padmore, DE Public Advocate

I. Welcome

The meeting began at 10:10am. Senator McDowell opened with introductions and outlined the agenda.

II. Review of Sustainable Communities Program (SCP) RFQ Draft

Dr. Byrne updated the Executive Committee (EC) on the status of the Sustainable Communities RFQ draft. After 2 rounds of Board and EC review, the RFQ draft was released for public comment. Dr. Byrne indicated that the public comment period has now concluded and it is appropriate to proceed with incorporating relevant comments and to develop the final RFQ for release. The Board will be looking to the SEU attorney and the Contract Administrator (CA) for final comments and to address financial and legal considerations.

Some public comments indicated that the intent of the SCP was not as clear as it could be EC members agreed that the general intent to bundle renewables and energy efficiency is clear and that the goal of the RFQ is to stimulate ideas and innovation. The EC asked that public comments are reviewed during finalization of the document by the SEU attorney and CA.

EC members also discussed the name given to the SCP. Members agreed that the name is appropriate for branding purposes at this time.

Secretary O'Mara indicated that he is encouraged by the direction of the SCP and emphasized that local job creation will be a key component of this effort. He is concerned that small and local business owners will be at a disadvantage in the context of the SCP and that criteria should be established to ensure that local job creation is a priority. EC members were in agreement and are optimistic that a balance can be achieved for healthy competition between local and regional businesses and markets.

Board member Sharron Cirillo inquired as to the RFQ bid process and the extent to which bidders will be asked to disclose financial information. Dr. Byrne commented that the Energy Office will be reviewing the bids and that they would not expect bidders to publically release information that would put a business at a competitive disadvantage.

The EC voted unanimously to send the RFQ draft and public comments to the SEU attorney for legal review and to the CA for modification prior to release of the final version.

III. Old Business

Ms. Cirillo updated the EC on the process to secure insurance for SEU Board members. She has identified several carriers that cover non-profits of this size. The EC recommended that Ms. Cirillo continue this process and engage in negotiation with providers.

Dr. Byrne updated the EC on the U.S. DOE financing workshop that was recently held in Washington D.C. at which the SEU was cited as a model and received a positive response from both the investor and organized labor communities.

Dr. Byrne also informed the EC about a California based company that has developed an effective package of education and marketing materials to engage consumers in energy conscious behavior. The materials are included as a bill insert and effectively demonstrate and compare consumers' consumption patterns. EC members were encouraged by this information and asked the CA to pursue a similar option for DE and suggested that Dr. Byrne initiate discussions with Delaware's utility companies. Secretary O'Mara offered his support in this regard and will collaborate with Dr. Byrne to discuss this opportunity.

IV. Public Comment

A member of the League of Women Voters expressed concern with the SCP name because, in her view, it implies a program that is broader in nature than the current program design. The individual also expressed concern about the emphasis placed on solar technologies in the RFQ draft and suggested that the draft be modified to reflect interest in the full range of RE technologies and applications.

Discussion ensued over the nature of local versus regional job creation regarding the emerging renewable energy and energy efficiency markets. While EC members agreed that local job creation should be a priority for scoring SCP bids, they also acknowledged the importance of regional businesses for ensuring a successful program.

IV. Adjourn

The meeting was adjourned at 11:30am.