

**Delaware Sustainable Energy Utility Oversight Board Meeting
Kirkwood Room, Perkins Student Center
University of Delaware, Newark
9:00 am, January 14, 2009**

ATTENDANCE

Board Members:

Roger Jones, State Director, The Nature Conservancy, Delaware Branch
Chuck Wagner, Manufacturer of Energy Devices
Randall Day, Purdue Agribusiness.
David Small, Deputy Secretary, DNREC
Arthur Padmore, Public Advocate
John Byrne, Director, Center for Energy and Environmental Policy
Joe Loper, Alliance to Save Energy (called in)
Sharon Cirillo, Public Accountant
Nnamdi Chukwuocha, Associate Executive Director, Kingswood Community Center

Frank Murphy, Attorney to the Board
Sean Finnigan, Representing the Office of Delaware Senator Harris McDowell

Representative Pamela Thornburg was not present.
Senator Harris B. McDowell was not present.

Contract Administrator Selection Advisory Committee Members:

Charles Smisson, State Energy Coordinator
Brian Gallagher, Consultant to State Energy Coordinator
Bert Scoglietti, Office of Management and Budget
Michael Sheehy, Division of the Public Advocate
Trenton Allen, CitiGroup
Phil Cherry, DNREC (ex officio member)

Members of the Public:

Sally Buttner, Energy Transition LCC
Pat Todd, League of Women Voters
Brian Kramer, League of Women Voters
Chad Tolman, League of Women Voters, Sierra Club
George Wendelburg, citizen

Scribes

Anne Smart, Center for Energy and Environmental Policy
Cara Lampton, Center for Energy and Environmental Policy

MINUTES

I. Welcome/Introduction

Dr. John Byrne welcomed everyone to the meeting. He explained that the meeting had two purposes, as listed in the Agenda: 1) as part of the welcoming of the new members, there would be a brief overview of the SEU, with a half-day seminar on how the SEU works to be scheduled at a later time; 2) an executive session, requested by DNREC, to brief the Board on the status of negotiations for a Contract Administrator.

Pat Todd from the League of Women's Voters asked for clarification about the executive session to be held during this meeting. The concern was the reason why the Board would receive confidential information on the selection of the Contract Administrator, when it has no role in its selection. Dr. Byrne explained that the State Energy Coordinator, on behalf of DNREC, requested the meeting of the Board and since bids under a State-organized RFP would be discussed, which included confidential information, the briefing would be given in executive session.

Dr. Byrne highlighted the purpose and history of the Sustainable Energy Utility.

The document, "SEU Quick Launch Estimated Jobs and Government Revenue Impacts" was shared. This document indicates that the SEU could produce hundreds of new jobs from its Early Launch efforts in 2009 alone

II. Executive Session (Energy Office Briefing)

Motion to begin Executive Session was made and passed.

A presentation to the Board was made by Charlie Smisson, State Energy Coordinator, with expertise also provided by volunteers from the CA Selection Advisory Committee.

Motion to end Executive Session was made and passed.

III. Old/New Business

The Board scheduled a meeting for Tuesday, February 3, at 9:00am (Location: TBA) to go over details of the SEU process, including finances. A chair for the Board will also be selected at this time.

The Board recognized the need to select a Delaware law firm using the Request For Qualifications (RFQ) process. This attorney will be paid with funding from bond proceeds. The Board determined that it would be most efficient if an ad-hoc committee of three members of the Board completed this task. Dr. Byrne, Sharon Cirillo, and Chuck Wagner volunteered. Results of the RFQ process will be presented to the Board members at the February 3 meeting.

A request was made to provide statistics on Delaware energy usage by fuel type and sector at the next meeting.

Motion to Adjourn was passed at 10:57 am.