**Sustainable Energy Utility Advisory Board (SEUAB) Regular Meeting**

**Tuesday, June 14, 2022**

**10:00 AM – 12:00 PM**

# Call to Order

Bicky Corman (Chairperson) called a quorum of the Sustainable Energy Utility Advisory Board (SEUAB or Board) at 10:02, June 14, 2022. This was a Microsoft Teams video conference call meeting.

# Roll Call/Instructions

Roll call was taken at 10:02 AM and the following people were in attendance:

## Board Members

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **In Attendance?** | **FY 2022**  **Special Meetings**  **Attendance Record** | **FY 2022**  **Regular Meetings**  **Attendance Record** |
| Bicky Corman - Board Chair (Mayor’s Designee) | Yes | 2/2 | 11/11 |
| Marshall Duer-Balkind - Vice Chair (Councilmember Cheh) | Yes | 2/2 | 11/11 |
| Sandra Mattavous-Frye, Sarah Kogel-Smucker serving as proxy (OPC) | Yes | 2/2 | 11/11 |
| Cary Hinton (PSC) | Yes | 1/2 | 9/11 |
| Donna Cooper (Electric Company) | Yes | 2/2 | 10/11 |
| Eric Jones (Building Management) | Yes | 0/2 | 10/11 |
| Nina Dodge (Environment) | Yes | 2/2 | 11/11 |
| Jamal Lewis (Low-Income Community) | No | 2/2 | 8/9 |
| Matthias Paustian (Council Chairperson Mendelson) | Yes | 0/2 | 6/9 |
| Mishal Thadani (Economic Development) | Yes | 1/1 | 5/9 |
| Sasha Srivastava (Renewable Energy) | Yes | 2/2 | 9/9 |
| Vacancy (Building Construction) | n/a | n/a | n/a |
| Vacant (Gas Utility) | n/a | n/a | n/a |

## Other Attendees:

## Dave Epley (DOEE), Angela Johnson (DCSEU), Chandler Kucera (DCSEU), Crystal McDonald (SEU), Gary Decker (DC Green Bank), Dennis Jamouneau (PEPCO), Jesse Smith (Demand Side Analytics), Hussain Karim (DOEE), Lancelot Loncke (DOEE), Michael Honeychuck (Ecometrics), Michael Noreika (NMR), Sarah Kogel-Smucker (OPC Proxy), Patti Boyd (DCSEU), Tamara Christopher (DCSEU), Ted Trabue (DCSEU), Tom Mauldin (NMR), Tosin Gbadegesin (DCSEU), Zoe Heller (DCSEU), Ashlei Williams (DOEE)

# Approval and Amendment of the Agenda

* Proposal to amend the agenda and include “Discussion of the FC1167” which will be led by Chair Corman. This discussion surrounds comments on Pepco’s five-year action plan which are due to the DCSEU on June 17th. Motioned by Bicky Corman and seconded by Marshall Duer-Balkind; all were in favor.
* Chair Corman motioned to have the agenda approved as amended, seconded by Sarah Kogel-Smucker. All were in favor.

# Approval of the April and May Meeting Minutes

* April and May minutes will be sent out for approval with the June minutes. The recordings and transcripts are available on the Board’s Google Drive.
* Vice-Chair Duer-Balkind proposed revisiting the agenda item next month.
* Motioned to revisit next month by Chair Corman, seconded by Vice-Chair Duer-Balkind. All were in favor.

# Working Groups Report Out

* Working groups: Board Annual Report and Electrification
* Electrification Working Group (led by Matthias Paustian)
  + The Electrification working group has had issues scheduling a meeting. A doodle poll will be sent to the working group members to finalize a time.
    - The lead of the working group is Matthias Paustian, and the members of the working group are Nina Dodge, Jamal Lewis, and Vice-Chair Duer-Balkind. Donna Cooper would like to join, and Eric Jones will nominate a technical expert, so they should be included as well.
* SEUAB Report Working Group (led by Vice-Chair Duer-Balkind)
  + Working Group Members: Chair Corman and Vice-Chair Duer-Balkind
  + Because the content, and often the layout, do not change from year to year, the working group recommends that the Board release a shorter report than usual. The report will highlight the current activities and activities of concern to the Board and the DCSEU. The newly structured report summarizes the current information that the Board has in its possession in addition to what is in the most recently verified FY report. The NMR report (and any filings from the PSC) would be included in the appendix.
  + A proposed outline was shown. The sections include:
    - An Executive Summary
    - Report: Activities of the Board, Key Activities on the SEU, Legislative and Contract Update, Performance Review, Looking Forward
    - Appendices
  + The performance review will remain linked to the NMR report for which there is data, but the actual report will expand beyond the previous year. Each section should be called out in the high-level review to ensure that all chapters are covered.
  + The structure is not mandated, so the Board is within their rights to change the structure if agreed upon.
  + Vice-Chair Duer-Balkind proposed a discussion on the new approach and a vote. If voted, the Board could start this summer, have draft chapters by September, and finalize in October.
  + Nina Dodge motioned to try the process as described. Motion withdrawn.
  + Marshall Duer-Balkind made a motion to revisit the discussion, vote, and designate assignments at the July meeting. Eric Jones motioned to vote at the next meeting, seconded by Marshall Duer-Balkind. All were in favor.

# Discussion of the FC1167 (led by Chair Corman)

* Proceeding for Formal Case 1167 overview: is an outgrowth of the Altagas merger agreement which stipulated that Washington Gas/Altagas would submit a “Climate Business Plan” that aligned their business model with the District’s Climate goals and policies. In opening FC1167 to review the gas plan, the Commission requested Pepco to submit such a plan as well. Consolidated comments for the Pepco proposal are due June 17, 2022; for the Washington Gas proposal, on August 1, 2022. Reply comments are due in September for the Pepco plan
* The DCSEU has provided comments on the five-year plan and cost-benefit analysis that Pepco submitted.
* Chair Corman mentioned that the Board should be watchful for potential overlap of Pepco programs and their expanding involvement in energy efficiency and demand response programs with the DCSEU. The DCSEU has submitted comments on potential overlap and potential complementary resource maximization.
* The Public Service Commission (PSC or “Commission”) has not said what the next steps are.
* No formal role has been mandated for the Board, however, due to the PSC working group where the Board was named as a participant, the Board is technically in a formal position to comment if they choose.
* DCSEU comments stated that there was a benefit on cost analysis and some of the details are missing, so more details would be ideal. DCSEU also objected to Pepco to calling their FEDR program the “DC Energy Efficiency Program Initiative,” given that DCSEU also runs energy efficiency programs in DC.
* Vice-Chair Duer-Balkind commented that DCSEU’s comments were well-taken, and it would be good for the Board to comment, but that there didn’t seem to be time or capacity to comment at the moment.
* A pending motion was submitted in GD 2019 04 M which is a proceeding to develop the analytic framework for the Commission to evaluate the effect of proposals on the DC government’s climate change commitments. The Commission has yet to rule on it.
* Vice-Chair Duer-Balkind motions that the Board does not comment at this time but will potentially aim to supply a set of reply comments for September. Seconded by Nina Dodge. All were in favor.

# Review of the FY21 Financial Audit (led by Lance Loncke)

* The draft Financial Audit Report for FY21 has been circulated to the Board.
* FY21 audit report came back clean with zero findings (no issues reporting of expenses, overcharging of expenses, payroll, and no unaccounted assets) and showed that the DCSEU is meeting the contractual requirements.
* Auditors checked to ensure that the DCSEU met the requirements for Certified Business Enterprise (CBE) spending in the contract by reviewing some of the verification forms and contracts executed with CBE’s to determine whether spending matched the required percentages listed in the contract.
* Invoicing and billing to DC showed that the DCSEU spent over $29 million dollars in FY21 across the portfolio programs, as well as individually for all related expenses.
* DCSEU maintained an asset tracking log for monies over 100 dollars.
* The FY21 report is currently in draft, which provides time to incorporate revisions and edits from the Board. Ideally would be finalized by the end of June.
* The financial audit included all DCSEU programs including Solar for All. The Affordable Housing Retrofit Accelerator will be included in future reports.
* Two week commenting period: June 14 – June 28.
* A calendar invite will be sent via email with flagged information.

# Review of the FY21 EM&V Report (led by Tom Mauldin)

* Presented by the contractor NMR principal Tom Mauldin who has been leading the evaluation for the DCSEU project from the last 4.5 years.
* Topics covered:
  + Gross savings verification - Reviewed and recreated the savings calculations for select project from select programs; 178 desk reviews were conducted and 27 site visits (virtual included)
  + Estimated net savings
  + Process evaluations
  + Cost effectiveness analysis
* NMR will introduce a table that shows contributions for savings by different sectors over the years to show comparison.
* FY21 is the final year of the previous 5-year contract.
* Net savings were calculated by estimating the influence of the programs on specific projects; tracked verified claim savings by DCSEU and assessing based on surveys with customers.
* DCSEU Net to Gross (NTG) ratios are compared to ratios in neighboring states (PECO, Baltimore Gas and Electric).
* NMR will update the ‘Costs of Saved Energy’ chart to have a standard unit of measurement
* Comment period is from June 14, 2022 – June 28, 2022.
* A draft portfolio evaluation report for programmatic improvements will be sent to the Board.
* Summarized findings:
  + DCSEU hit all the minimum and maximum benchmarks in FY21
  + Achieved all minimum benchmarks each year of the contract
  + Achieved most maximum benchmarks for contract year
  + Portfolio remains cost effective
  + Missed maximum targets for Low-Income savings and Green Job benchmarks in the earlier years
  + Cost of energy savings has increased over the past two years

# Legislative Updates

* Vice-Chair Duer-Balkind proposed adding this topic to next month’s agenda
* Hussain Karim (DOEE) stated that in the Budget Support Act (BSA), the Council added funding for a new storage grant program with a value of $600,000.
* The board will designate a member of the Technical Working Group for coordination between DCSEU and Pepco when/if the PSC forms

# Additional Discussion

* An email will be sent to determine if the Board agrees to adjust the July meeting time to 9:00-11:00 from 10:00-12:00.

# Future Agenda Items

* Approval of the April, May, and June meeting minutes
* Legislative Updates
  + Technical Working Group for DCSEU and Pepco programs membership
* SEUAB Report structure and chapter assignments
* Discussion of the FC1167

# Official Actions Taken by the Board

* Amended the agenda to include the discussion of the FC1167
* Approved April and May minutes at the July 2022 meeting
* Vote at the July 2022 meeting about the proposed SEUAB report structure
* Discussion on whether to provide comments on the FC1167
* Submit comments on the FY21 Financial Audit and FY21 EM&V report by June 28

# Adjournment

* Vice-Chair Duer-Balkind adjourned the meeting at 12:05 pm.

*Minutes prepared by Ashlei Williams, DOEE*