**SEU Advisory Board Meeting**

**Minutes 11/13/18**

**Call to Order**

Chair Corman called a quorum of the Sustainable Energy Utility Advisory Board (SEUAB or Board) to order at 10:15 AM, November 13, 2018 at the Department of Energy & Environment (DOEE), 1200 First St., NE, Washington, DC.

**Roll Call/Introductions**

Roll call was taken and the following people were in attendance:

**Board Members:** Bicky Corman, Millie Knowlton, Nina Dodge, Sean Skulley, Donna Cooper, Adrienne Mouton-Henderson (proxy for Sandra Mattavous-Frye)

**Board Members on the Phone:** Betty Ann Kane

**Absent Board members:** Richard Graves, John Mizroch, Nicole Steele, Farrah Saint-Surrin, Scott Williamson, Kirsten Williams

**Other Attendees:** Tommy Wells (Director, DOEE);Taresa Lawrence (Deputy Director, DOEE); Lance Loncke (Associate Director, DOEE); Hussain Karim (Assistant General Counsel, DOEE); Lynora Hall (Staff Assistant, DOEE); Marc Nielsen (Legislative Director, DCSEU); Robert Kelsey (Legislative and Regulatory Analyst, DOEE); Alissa Waters (Sr. Management Analyst; OCFO); Bob Jose (AFO-OCFO); Ted Trabue (Managing Director, DCSEU); Marcus Walker (Director of Operations, DCSEU); Angela Johnson (Director of Finance, DCSEU); Patti Boyd (Senior Technology Strategist, DCSEU); Sheryl Dove (Strategy Manager, DCSEU) Ben Burdick (Marketing and Communications Manager, DCSEU); Karen Blyton (Public Relations Manager, DCSEU); Yohannes Mariam (Senior Economist, OPC), Bernice McIntyre (Regulatory Strategy Director, WGL Energy).

***Meeting weblink:*** [***https://www.youtube.com/watch?v=JQxsjgLemNk***](https://www.youtube.com/watch?v=JQxsjgLemNk)

***Approval of Agenda***

The motion to approve the agenda was made by Ms. Millie Knowlton, seconded by Mr. Sean Skulley, and unanimously approved by the Board.

***Review and Adoption of the November 13, 2018 Minutes***

The motion to approve the October 9, 2018 minutes as amended was made by Ms. Millie Knowlton, seconded by Mr. Sean Skulley, and unanimously approved by the Board.

***Drafting SEUAB Annual Report Update (27:03)***

Chair Bicky Corman noted a draft of the Annual report was sent to the Board and she invited comments from the Board, including high level observations and recommendations they may have. She provided the general framework for the draft report. Suggestions were provided by Mr. Skulley for organizing and arranging the information in the document. The recommendation was made to reference only those legislative amendments that were relevant for FY 17. Marc Nielsen was asked to provide the legislative updates that impacted DCSEU in FY 17. Ted Trabue referenced a Public Service Commission Order that asked DCSEU to work with the electric utility company. Dr. Cooper offered to provide it to the Board. Mr. Trabue will respond to the data request submitted by OPC. DOEE will provide changes to the contract that occurred in FY 17. Chair Corman reminded the Board of her goal to prepare and submit the report on time, which was one of the findings in the Inspector General’s report. Ms. Hall was asked to send out two Doodle Polls to the Board for a conference call to discuss the Annual report, and to reschedule the December 2018 meeting because of a conflict with meetings at the Public Service Commission. Board members were asked to respond to the poll.

***Comparison of DCSEU Performance (46:46)***

Mr. Trabue presented the DCSEU’s FY18 performance on an annual basis and cumulative level. He illustrated DCSEU’s achievements in two years, then presented DCSEU’s performance in terms of the overall five year contract. The energy savings goals are cumulative, so he showed the gap that is needed to achieve the goals that have been set forth in a contract for DCSEU to hit the five year goals. The results are unverified because NMR has not verified the results. These results are DCSEU’s numbers being presented for the first time.

The information and data were provided in two graphs and demonstrated the achievement of the maximum goal for electric and natural gas savings. The Board applauded DCSEU for this achievement.

* The low-income spend goal was exceeded.
* The minimum low-income savings goal was achieved by fell short of the maximum goal by 6%.
* The green jobs maximum goal was achieved with 88 jobs.
* The CBE Spend goal was exceeded. This is a statutory goal.
* The total Renewable Energy Generating Capacity maximum goal was exceeded.

Two Year Progress Update – Both the electric and gas MWh savings goals were exceeded. The FY18 results are a result of DOEE’s vision in giving DCSEU a five year contract. DCSEU is now able to commit to customers and contractors in the coming years. Mr. Trabue took the opportunity to thank the DCSEU staff for their hard work during the year.

Mr. Skulley noted that lifetime energy savings is a useful metric to track, in addition to annual savings, as it shows longer term impacts, and allows programs to be compared across jurisdictions. Chair Corman said it will be included in the recommendations section of the Board’s report. It is already included in DCSEU’s annual report and Dr. Loncke said it can be included in the FY18 EM&V report and the Board would like to consider how it may impact legislation, regulations, building codes, and used for comparisons. The Board would like to consider including it as a benchmark and not just a tracking goal, as investments are shifted from short term to long term transition. The Board asked if this would be helpful to the DCSEU, and Mr. Trabue said this would need additional consideration since they are in the middle of a contract with existing goals to achieve, including green jobs and CBE goals. Mr. Skulley provided additional context with a comparison of behavioral programs and the way this metric is used in Maryland. This issue was asked to be placed on the agenda of the January meeting to frame the issue, ask the questions needed to address the issue and the approach to be taken in the future. It is germane to connecting the work of DCSEU with the goals of Clean Energy DC.

Dr. Loncke mentioned the need to do research on this issue and have DCSEU also weigh in. DOEE has historically contracted this kind of work out to do careful analysis to make sure there are no unintended consequences. Board members agreed with having DOEE and DCSEU as part of the conversation. They discussed the way contract modifications are made, when mutually agreed to by DOEE and DCSEU. Chair Corman stated this is an issue under consideration in Vermont with the Public Utility Commission, as it relates to aligning performance with temporary goals. Mr. Trabue offered to bring in some of his colleagues at VEIC one who work more closely on this issue. Marc Nielsen provided an update regarding the status of the new building codes. They are in the public comment period, and his understanding is they will be revised.

Nina Dodge asked if hard copies of Clean Energy DC will be provided. Dr. Lawrence will check on the plan to print copies of the summary report. Chairman Kane asked when the plan would be considered final. Mr. Wells said the plan was already finalized and approved by the Mayor. The report that is online is final.

Mr. Skulley asked whether DCSEU covers health and safety measures, and Mr. Trabue clarified whether the question pertained to lead and mold, and said they do not, but they focus on energy measures.

Mr. Trabue provided the various categories of jobs and how they are counted for direct jobs. Ms. Dodge asked if DCSEU does battery storage programs with solar for FY18, but DCSEU said no. They explained storage is a demand shifting measure, and their contract focuses on energy use reduction. Ms. Dodge noted this approach focuses on emissions measurements and reductions for which storage would be more relevant, so it should be included as part of the previous discussion.

Mr. Trabue said DCSEU had a 30% uptick in earned media in FY17 and FY18. He thanked Director Wells for co-authoring an article with him last year, which was included in the folders at a previous Board meeting. The article was very well received. The DCSEU has a new manager in public relations, Karen Blyton, who will help the DCSEU get more earned media.

Copies of the DCSEU’s presentation will be circulated to the Board.

***Comparison of DCSEU Expenditures FY17 and FY18 (2:02)***

Dr. Loncke provided FY18’s breakdown of expenditures by month, and showed labor, fringe, subcontractor spending, incentive payments and indirect costs. He also presented the FY18 chart that illustrated expenditures by the four market sectors (Renewable, Residential, C&I, etc.). He showed a comparison of the spending in FY17 and FY18, and said spending was high in August and September of both years. It is a little more evenly distributed for the rest of the months, but September is the largest month for spending. Chair Corman said she thought the DCSEU was going to get out of spending a large bulk of the money in September. Mr. Trabue said this is an improvement over previous years. Dr. Loncke showed a slide that aligned performance with the contract, as a result of the spending as well as the benchmarks.

A copy of the presentation will be provided to the Board.

**Other Matters**

* None

**Actions taken by the Board**

* Approval of November 13, 2018 meeting agenda
* Approval of October 9, 2018 meeting minutes

**Actions for the next Agenda**

* SEUAB Annual Report

**Adjournment**

* Chair Corman adjourned the meeting at 12:15 PM.

*Minutes prepared by: Lynora Hall*