**SEU Advisory Board Meeting**

**Minutes**

**October 8, 2019**

**Call to Order**

Chair Corman called a quorum of the Sustainable Energy Utility Advisory Board (SEUAB or Board) to order at 10:07 AM, October 8, 2019 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, Sandra Mattavous-Frye, Ronan Gulstone, Kevin Carey (proxy for Kirsten Williams), Cary Hinton (proxy for Willie Phillips), Adrienne Mouton-Henderson (proxy for Sandra Mattavous-Frye), Alexander Wyatt (Grid Alternatives, proxy for Nicole Steele)

**Board Members on the Phone:**  Dr. Donna Cooper

**Absent Board members:** Scott Williamson, Richard Graves, Farrah Saint-Surin

**Other Attendees:** Taresa Lawrence (Deputy Director, DOEE); Lance Loncke (Sr. Program Analyst, DOEE); Hussain Karim (DOEE), Alex Lopez (DOEE), Lynora Hall (Staff Assistant, DOEE); Ted Trabue (Managing Director, DCSEU); Patti Boyd (Senior Technology Strategist, DCSEU); Crystal McDonald (DCSEU); Shawn Fenstermacher (DCSEU); Jay Wilson (DOEE); Angela Johnson (DCSEU); Ben Burdick (DCSEU), Shelley Cohen (DCSEU), Subodh Mathur (SEUAB Technical Writer); Tamara Christopher (DCSEU): Yohannes Miriam (OPC); Nicole Rentz (DOEE); Daniel Conner (DOEE); Megan Patridge, Pepco Holdings, Inc.; David Pirtle, Pepco Holdings, Inc.

***Meeting Audio: Available on DOEE’s Website***

***Approval of Agenda***

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

***Review and Adoption of the September 10, 2019 Minutes.***

The motion to approve the September 10, 2019 minutes as amended was made by Ms. Millie Knowlton, seconded by Ms. Nina Dodge, and unanimously approved by the Board.

***Ted Trabue – DCSEU Update & FY 19 Preliminary Results***

Mr. Trabue indicated that the numbers given were not yet certified. The numbers will be certified by the next meeting and DCSEU will be able to give the Board metrics such as the electric savings and natural gas savings, low-income spend, and the 80/20 administrative split this fiscal year. Mr. Trabue said DCSEU is at the end of the third year of the contract, so the thought was to take a look at the DCSEU’s spend year over year for the first three years of the contract. He reminded the Board that the electric savings and natural gas savings goals are cumulative annual goals. He also said the numbers will change at the end of FY19, so he will provide the numbers at the next meeting.

***Electric Savings:***

* FY17 – A little over 90,000 MW
* FY18 – Almost 140,000
* FY19 - Exceeding Goal

***Natural Gas:***

* Steady Improvement

Dr. Lance Loncke stated the EM&V team is waiting to receive the necessary information from the DCSEU by October 15, 2019.

***Energy Savings in Low-Income Community:***

* FY19 exceeded the savings goal

Mr. Trabue would like to compliment the team that implemented the Income Qualified Efficiency Program, which has a cost share with owners of buildings. This allows the DCSEU to stretch the dollars further. This program has been well received. DCSEU had a program called Refresh the District in low-income neighborhoods where energy efficiency in a number of homes were done. The DCSEU has been meeting with the utility companies to come up with new programs.

The five year Cumulative Actuals vs. Targets are as follows: after three years, DCSEU is at 60% of the five year contract’s goals.

The numbers are:

* Total Budget Spend ($) 57,977,365 63%
* Total Electric Savings (MWH) 367,372 64%
* Total Gas Savings (Therms) 6,821,817 67%
* Total Renewable Capacity (kw) 11,203 224%

This is for SETF money for the five year contract.

***Workforce Development Program***

DCSEU is working on its second cohort group in FY19, and they had eleven graduates. Councilmember Vincent Gray was this year’s guest speaker, who was the author of one of the first Sustainable DC Plan. Two of the graduates lived in Ward 8. One graduate is with one of the solar Installers. At the next SEUAB meeting DCSEU will update the Board on the new projects and leveraging. Mr. Trabue thanked the staff for all of their support.

***Nicole Rentz – Legislative Update***

Ms. Rentz noted that the first meeting of the Energy Efficiency and Demand Response Programs Working Group Meeting will be held on November 1, 2019. The working group will consist of various parties including the DCSEU and SEUAB. Dr. Lawrence stated the Board should let her know if they are interested.

***Jay Wilson – Green Bank Update***

Mr. Wilson stated the Board of Directors was confirmed in July, they have had several meetings. They expect to have an Executive Director in place by January 2020. They have received $14 million form the REDF as capital. They plan to work closely with the SEUAB and DCSEU in the next few months.

***Lance Loncke – DCSEU Expenditures***

Dr. Loncke will do a presentation at the next meeting. The latest invoice and expenditure documents were recently received. There was $14 million spent through August. DOEE will draft a summary regarding the meetings held over the summer in preparation for PSC Energy Efficiency and Demand Response Working Group.

***Dr. Subodh Mathur, Technical Writer – SEUAB Annual Report***

The Board reviewed sections of the report and identified sections of the report that are still missing:

* Washington Gas’ Section (Ronan Gulstone is preparing this section)
* Board Activities
* Increasing Renewable Energy Generating Capacity (Carey Hinton updated)
* DCSEU FY2018 Performance Benchmarks Summary (Decide to delete or stay)
* Increasing Energy Efficiency of Low Income Properties ( Bicky Corman will re-write)
* Green Jobs (Delete “at least”)
* Legislative or Other Changes that Impacted DCSEU - #6 – Title V (Stay for now)

Ms. Nina Dodge will forward Dr. Mathur all of her changes. Chair Corman said there were some substantial questions raised that will be answered at the next meeting. There should be a meeting before the next monthly meeting of November 12, 2019. Ms. Hall will send out a Doodle Poll to get the Board’s availability. It was suggested a Doodle Poll be sent for the Benchmarks Subcommittee as well. The report is due December 1, 2019.

**Other Matters**

* None

**Actions taken by the Board**

* Approval of October 8, 2019 meeting agenda
* Approval of September 10, 2019 meeting minutes

**Actions for the next Agenda**

* SEUAB Annual Report
* DCSEU Expenditures
* DCSEU Update on Old and New Programs

**Adjournment**

* Chair Corman adjourned the meeting at 12:03 PM.

*Minutes prepared by: Lynora Hall*