**Sustainable energy Utility Advisory Board (SEUAB) Meeting**

**TUESDAY, NOVEMBER 9, 2021**

**10:00 AM – 12:00 PM**

**Call to Order**

Chair Bicky Corman called a quorum of the Sustainable Energy Utility Advisory Board (SEUAB or Board) to order at 10:10 AM, November 9, 2021. This was a Microsoft Teams video conference call meeting.

**Roll Call/Introductions**

Roll call was taken at 10:15am, and the following people were in attendance:

**Board Members:**

|  |  |  |
| --- | --- | --- |
| **Name** | **In Attendance?** | **FY 2022 Attendance Record** |
| Bicky Corman (Board Chair) | Yes | 2/2 |
| Millie Knowlton (Vice Chair) | Yes | 2/2 |
| Sandra Mattavous-Frye | Yes | 2/2 |
| Cary Hinton | Yes | 2/2 |
| Donna Cooper | Yes | 2/2 |
| Eric Jones | Yes | 2/2 |
| Nina Dodge |  Yes | 2/2 |
| Marshall Duer-Balkind | Yes | 2/2 |
| *Low-Income Community* | *Vacant* | n/a |
| *Chairperson Mendelson* | *Vacant* | n/a |
| *Economic Development* | *Vacant* | n/a |
| *Renewable Energy* | *Vacant* | n/a |
| *Gas Company* | *Vacant* | n/a |

**Other Attendees:** Lance Loncke (Sr. Program Analyst, DOEE); Hussain Karim (DOEE); Dave Epley (Associate Director, DOEE); Patti Boyd (Senior Technology Strategist, DCSEU); Karen Sistrunk (OPC); Angela Johnson (DCSEU); Zoe Heller (DCSEU); Sarah Kogel-Smucker (OPC); Yohannes Mariam (OPC); LaKeisha Lockwood (DOEE); Robert Stephenson; Tamara Christopher (DCSEU); Andrea Harper (Pepco); Nathanael Gillespie (Pepco); Crystal McDonald (DCSEU); Joseph Cohen (Pepco).

**Approval of Agenda**

At 10:13AM, Sandra Mattavous-Frye moved to approve the agenda, it was seconded by Nina Dodge.

* All in favor, none opposed.

Chair Bicky Corman requested a copy of the approved DCSEU contract with all modifications, including the most recent modification that exercises the Option Years. We are currently in Option Year 1. Lance agreed to upload the contract with all modifications to the advisory board [Google Drive](https://drive.google.com/drive/folders/1wiLjeCDGrdFFw2Eir_HJ-9IdBVHnikLG?usp=sharing).

**Briefing DCSEU 5-year Review – Patti Boyd, Crystal McDonald, DCSEU**

Patti Boyd of the DCSEU presented on the DCSEU’s 5 years in review. The DCSEU met or exceeded all minimum targets for the cumulative benchmarks (electric savings, gas savings, renewable capacity, and financial leveraging) for the initial 5-year contract period extending from October 2016 – September 2021.

The DCSEU achieved the maximum targets for all categories except for the low-income savings. This was the first year the DCSEU achieved the green jobs maximum target. For more specific results please see the attached DCSEU presentation for the meeting.

The Train Green Sustainable Energy Infrastructure Capacity Building and Pipeline (SEICBP) Program is moving onto its next steps in working with the **Department of Small and Local Business Development** (**DSLBD**) to track post training opportunities.

**Questions/Comments from the DCSEU AB included:**

* Ms. Corman asked if the maximums were too low and needed to be increased? What the prospects look like moving forward? And whether the numbers shown included Solar for All; Ms. Boyd explained that due to the addition of the energy efficiency component that’s been added will add more complexity the ability to achieve the maximums moving forward. In addition, Ms. Boyd explained that the projects included in the renewable capacity were strictly market rate projects, no Solar for All were included.
* Ms. Knowlton noted that the board voted not to combine the Energy Efficiency with the renewable capacity.
* Dr. Cooper asked what where the components of the leveraging benchmark; Dr. Loncke explained that it was a combination of money received from PJM and the Washington Gas project.
* **Vote Taken:**
	+ Ms. Dodge made a motion stating the Board supports the DCSEU establishing tracking of installation levels per project. Chair Corman seconded the motion. All in favor, none opposed.
* Mr. Duer-Balkind asked if the Washington Gas project numbers were included in the leveraging benchmark numbers reported. Ms. Boyd confirmed that they were included.
* Ms. Kogel-Smucker asked if tracking is currently underway for projects doing fuel switching. Dr. Loncke asked if she is suggesting that the benchmark be changed to include this tracking requirement? Chair Corman recommended that the issue be tabled and added to the agenda for the next meeting.
* Chair Corman requested that the Board be updated on the effectiveness of the new solar and energy efficiency combined benchmark as well as total renewable capacity. Ms. Boyd agreed to report back to the Board in six months as it would take that long to thoroughly analyze the results.
* Chair Corman asked how the federal lighting cliff and new codes would affect the work of the DCSEU. Dr. Loncke noted that a memo was circulated regarding the effects of the lighting cliff. Ms. Dodge requested that the memo be recirculated to the Board. Mr. Loncke agreed to recirculate the memo. Chair Corman requested that a discussion regarding the federal regulations be added to the agenda for the next meeting. Mr. Epley suggested that the local codes also be included in the discussion to get the whole picture of how the DCSEU would be affected.
* Dr. Loncke informed the board that the DCSEU Certified Business Enterprise (CBE) report would be shared with the Board as it is a public report.
* Chair Corman asked to add a discussion of CBE requirements as it relates to the CBE benchmark to a future meeting agenda. In the interim the following information was provided in the Board Meeting Chat.

From the chat log, Angela Johnson posted from the DSLBD website:

“In order to be eligible for CBE certification, in addition to other requirements, your business must meet the following criteria:
• Principal office of the business must be physically located in the District of Columbia;
• Meets one of the following standards:
• Independently owned, operated, and controlled; or
• More than 50% owned, operated, and controlled by a District based enterprise or not-for-profit business; or
• Owned by a non-District-based business enterprise or not-for-profit business that is more than 50% owned by District residents;
• Chief Executive Officer and highest-level managerial employees of the business enterprise must perform their managerial functions in their principal office located in the District;
• Meets one of the four following standards:
• More than 50% of the employees of the business are residents of the District; or
• The owners of more than 50% of the business enterprise are residents of the District; or
• More than 50% of the assets of the business, excluding bank accounts, are in the District; or
• More than 50% of the business gross receipts are District gross receipts
Note: The current year business taxes filed with the District’s Office of Tax and Revenue (OTR) are used to determine the more than 50%”

**FC1160 Filing Update – Hussain Karim, DOEE**

DOEE is filing for Reconsideration and Modification of Order No. 21030.

Questions/Comments from the DCSEU AB included:

* **Vote Taken:**
	+ Ms. Dodge made a motion to endorse DOEE’s motion to refile. Mr. Duer-Balkind seconded the motion. All in favor, none opposed.
* The DCSEU offered to provide a letter of support for refiling.

**DCSEU Advisory Board Annual Report Update – Dave Epley, DOEE**

The report deadline is December 31, 2021.

**Primary Writing Responsibilities and Updates:**

|  |  |  |
| --- | --- | --- |
| **Chapter** | **POC** | **Status** |
| Letter to Chair Mendelson | Bicky | Needs to be drafted |
| Executive Summary | Bicky | Bicky submitted |
| Board’s Activities this year | DOEE | Not submitted |
| Changes to Contract | DOEE | Not submitted |
| Legislative or Other Changes | DOEE/Marshall | Submitted |
| Natural Gas Consumption | Washington Gas | Not submitted |
| Electricity Consumption | Pepco | PEPCO submitted |
| Increasing Renewable Energy Generating Capacity | PSC, SEU | PSC submitted |
| Increasing Energy Efficiency of Low Income Properties | OPC | OPC submitted |
| Green Jobs | DOEE, SEU | DCSEU Submitted |
| Leveraging External Funds | SEU | DCSEU submitted |
| Reducing Growth in Peak Demand [Tracking Goal] | Millie | Millie Submitted |
| Reducing Growth in Largest Energy Users [Tracking Goal] | AOBA (Eric) | Submitted |
| Innovation | SEU | DCSEU submitted |
| Societal Cost Test | Nina/SEU | Not submitted. Nina coordinating with Ted/DCSEU. Not finalized yet. |
| Comparison w Other Programs | Marshall | Submitted |
| CBE Requirements | SEU | DCSEU submitted |
| Stats on Engagement/Outreach | SEU | DCSEU submitted |
| Going Forward | Millie/DCSEU (Dave) | Not submitted |
| Appendices |  | 2 added by Hussain |

Dr. Loncke requested that in a future Board meeting there be a discussion about the structure and timeline of the Annual Report.

Ms. Dodge requested that the Board consider creating a document that tracks issues and resolutions throughout the year. This would become a reference document for the Board when putting together the Annual Report.

**Review & Adoption of Minutes (June and October) – Bicky Corman**

Nina Dodge moved to approve the minutes for both months with the condition that Chair Corman’s edits are included. Eric Jones, seconded the motion to approve the minutes for both June and October, 2021.

* All in favor, none opposed.

**Legislative Update – Dave Epley, DOEE**

* BEPS operational regulations were published in the DC register on Friday, November 5, 2021.
* BEPS standards published in January 2021

**Board Membership Update – Dave Epley, DOEE**

MOTA has been notified of recommendations/appointment renewals and DOEE is currently working through the process. The following are vacant board seats:

|  |  |  |
| --- | --- | --- |
| *Low-Income Community* | *Vacant* | n/a |
| *Chairperson Mendelson* | *Vacant* | n/a |
| *Economic Development* | *Vacant* | n/a |
| *Renewable Energy* | *Vacant* | n/a |
| *Gas Company* | *Vacant* | n/a |

**Actions taken by the Board**

* Approval of November 9, 2021 meeting agenda
* Approval to adopt the June and October Board meeting minutes with Chair Corman’s edits to be included

**Actions for the next Agenda**

* The next regular Board meeting will be on December 14, 2021.
* Discuss how the federal lighting requirements and new local codes affect the DCSEU
* Discuss adding a fuel switching tracking requirement
* Discuss fuel switching pilot lessons learned and ACEEE Report
* Review of the structure and timeline of the Board’s Annual Report
* Discuss CBE requirements with respect to the CBE benchmark
* Discuss the creation of an “issues” tracking document

**Adjournment**

* Chair Corman adjourned the meeting at 12:00 PM, Ms. Dodge seconded the motion.
	+ All in favor, none opposed.

*Minutes prepared by LaKeisha Lockwood, DOEE*