

Delaware Sustainable Energy Utility
Meeting of the Oversight Board
Teleconference Meeting via Zoom
May 15, 2020 – 9:00 AM

Welcome

Senator Harris B. McDowell, III called the meeting to order at 9:00 AM. Members present were Kristopher Knight, Richard Jones, Robert Underwood (proxy for Secretary Garvin, Department of Natural Resources and Environmental Control, Joseph Schorah, Michael Chajes, Senator Paradee, and Andrew Slater, Public Advocate. Also present were Frank Murphy, General Counsel, Suzanne Sebastian, Athena Bi, James Purcell, Kassandra Rodriguez, Michael Williams, and Lisa Gardner.

Members Absent: Ric Moore and Sean Finnigan.

Senator McDowell notified members that Mr. DePrima, Executive Director was not present today due to the recent passing of his mother, Josephine DePrima; amazingly she was 96 years old. Senator McDowell relayed his condolences and requested a moment of silence in recognition of a wonderful life.

1. Approval of Minutes

a. Oversight Board Meeting - March 20, 2020 – Mr. Slater moved for approval of the minutes, seconded by Mr. Underwood and unanimously carried.

2. SEU Business

a. Contract Extensions/Renewals - Ms. Sebastian stated that several of our Energize Delaware Programs are ready for the renewals of their one-year contract extensions to continue to offer services. Over the past two years, we have worked to streamline these programs and contracts to coincide with our fiscal year. It was decided to continue offering these programs with the option of one (1) year extensions to the current contracts at the discretion of the DESEU Board.

<u>Program</u>	<u>Implementation Contractors</u>
Faith Efficiencies	Delaware Interfaith Power & Light
Farm Program	EnSave
Pathways to Green Schools	Green Building United
Affordable Multifamily Housing	New Ecology
Energy Assessments for Non-Profits	UD, Industrial Assessment Center
Lights-On Delaware Strong	HELP Initiative, Inc.
ZeMod	Milford Housing Development Corporation
ZeMod	VEIC
Bond Issue Tech. Asst.	NV5 - Celtic Energy
Bond Issue Tech. Asst.	DEDC
Bond Issue Tech. Asst.	Studio Jade

As suggested by Mr. Knight, Mrs. Sebastian provided a brief description of each program, the contractor, and the associated budget.

Mr. Schorah motioned to authorize the Executive Director to enter one (1) year extensions for the above-mentioned programs with the current implementation contractors for the not-to-exceed budgeted amount depicted in the FY 21 Budget. The motion was seconded by Mr. Jones and unanimously carried.

b. Contribution to COVID-19 Utility Bill Relief Fund - In an effort to help people impacted by the COVID-19 virus restrictions, the staff is recommending a \$100,000 contribution to a fund to be operated by Catholic Charities to assist people who need help paying for their utility and fuel bills. This targeted population would include:

- Current Basic Needs clients who do not qualify for the current COVID-19 DSHA DE-HAP funds because they have a mortgage
- DE-HAP funded clients who need further assistance because those funds only assist with electric and not natural gas, oil or propane
- Returning DE-HAP clients who will need further utility assistance the following month/months
- Adding additional assistance to those who qualify for a different fund that has a payment cap
- Clients who have applied for LIHEAP Crisis funds who end up not qualifying for those funds

The Energize Delaware funds used would be paid directly to the utility vendor. Tracking of these funds would be in “real time”, so that at any point they can report on the use of the fund, the remaining balance, client information & demographics. As people are helped, we will receive information about them and in turn be able contact them to see if we can help them through our other programs.

Catholic Charities is proposing their standard 20% fee for case management, paying the vendors, and other administrative functions that requires staff time. The \$100,000 is easily covered by program savings as a result of COVID-19 restrictions. Based on Catholic Charities analysis, we propose \$20,000 this fiscal year, and \$80,000 next fiscal year, these amounts are included in the budget proposal.

Mr. Slater praised the effort and suggested that the total amount be increased. Concurring, Mr. Knight questioned whether the 20% is to assist Catholic Charities in their time of need as well, or will it be truly used for administrative costs, stating that he believes more funds should go to the cause.

Responding, Mrs. Sebastian stated that Catholic Charities reported being inundated with assistance requests since the beginning of the pandemic.

Responding to Senator McDowell's concern with doubling the contribution, Mr. Murphy confirmed that there is a substantial cushion in the budget.

Mr. Slater moved to authorize the Executive Director to enter into a contract for this Energize Delaware COVID-19 utility and fuel relief fund with Catholic Charities at an increased amount of \$200,000, request Catholic Charities to reduce their 20% administrative fee, and to cross market programs as much as possible. The motion was seconded by Mr. Jones and unanimously carried.

On behalf of all Delaware rate payers, Mr. Stater relayed his appreciation for this contribution.

c. Revised Budget and Proposed Budget FY 2020/21 - Copies of the Budget Notes and Budget were distributed to members (items were also included in the packet that was previously emailed to all members).

Mrs. Sebastian briefly reviewed the budget memo.

Mr. Slater moved to approve the Revised Budget and Proposed Budget 2020/21, seconded by Mr. Schorah and unanimously carried.

d. Proposed Changes to the Green Grant Program - DNREC - As regulations and statutory requirements for the Green Grant Program, proposed changes were presented, in detail to the board by

Mr. Underwood, Mr. Noyce, and Mr. Swan (representatives from DNREC's Division of Climate, Costal, & Energy).

Board members thanked those from DNREC for their time.

No action from the Board was required.

e. Survey Results of Solar Residential Loan Program - At the request of the Board, Mrs. Athena Bi, Assistant Program Manager, reviewed the findings of two surveys evaluating the Residential Solar Loan Program.

No action from the Board was required.

f. Consideration of Statements - Mr. Slater motioned to approve the following statements, seconded by Mr. Knight and unanimously carried.

- i. Murphy & Landon - March 2020 (\$1,410)
- ii. NW Financial Group, LLC - January - March 2020 (\$7,965)
- iii. Young Conaway Stargatt & Taylor, LLP - March - April 2020 (\$3,021)

3. Reports - The following reports were presented to the Board:

- a. Executive Director
- b. Program Manager
- c. Public Relations
- d. Budget Report - Ending April 2020

Public Comment - Mr. Kistler and Mr. Stafford (HELP Initiative, Inc.) reviewed the pledge that participants sign when approached for Lights-On Delaware Strong campaign, which promotes cross marketing with other SEU programs.

Meeting Adjourned at 11:00 A.M.