

Delaware Sustainable Energy Utility
Meeting of the Oversight Board
Teleconference Meeting via Zoom
May 21, 2021 – 9:00 AM

Welcome

Senator Harris B. McDowell, III called the meeting to order at 9:00 AM. Members present were Senator Hansen, Robert Underwood (proxy for Secretary Garvin, Department of Natural Resources and Environmental Control) Ric Moore, Andrew Slater, Public Advocate, Michael Chajes, Richard Jones, , and Sean Finnigan. Also present were Anthony DePrima, Frank Murphy, General Counsel, Suzanne Sebastian, Athena Bi, Jim Purcell, Cassandra Rodriguez, and Lisa Gardner.

Members Absent: Senator Trey Paradee and Kristopher Knight

1. Approval of Minutes

a. Oversight Board Meeting - March 19, 2021 - Mr. Underwood moved to approve the minutes as amended by Mr. Moore, seconded by Mr. Finnigan and carried with one (1) Mr. Jones not voting (was not present during the meeting).

2. Presentation - State of Delaware Climate Action Plan - Susan Love, Climate and Sustainability Section Administrator - Ms. Love presented a detailed and informative Power Point of Delaware's Climate Action Plan. Ms. Love fielded several questions and comments from the Board.

Mr. DePrima thanked Ms. Love for the valuable information and explained that the SEU will use the State's Climate Action Plan when updating the Strategic Plan.

3. SEU Business

a. Contract Extensions/Renewals - Ms. Suzanne Sebastian stated that several Energize Delaware programs and service contracts are ready for the renewal of their one-year contract extensions to continue to offer services. There are also other contracts to provide program support functions such as marketing, energy savings data tracking and technical assistance support for clients and program participants. Over the past few years, we have worked with the DESEU Board 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. In general, we are happy with the services we are getting and recommend the extensions.

The contract with Franklin Energy Services for the Home Performance with ENERGY STAR and the Home Energy Checkup and Counseling Program (HEC2), will expire on December 31, 2021. This was a three-year contract with the option of one-year contract extensions. It did not coincide with the fiscal year at the time the contract was executed due to the transition from one implementation contractor to another. At this time, we would like to extend this contract for six months, from December 31, 2021 to June 30, 2022 to be in line with the DESEU fiscal year.

Additionally, HELP Initiative is requesting to move to a standard three-year contract with the option of one-year contract extensions now that this is an established program and no longer a pilot. HELP Initiative has grown this program to a Statewide offering and is bringing valuable program resources to the clients they serve in high crime areas of the State. HELP Initiative understands that the program budgets are approved on an annual basis and would require Board approval each year to authorize program funding.

Contract extensions for these programs and support functions once the FY 22 Budget has been approved are as follows:

<u>Program/Support Function</u>	<u>Contractor</u>	<u>Contract Term</u>
AB&C	Marketing, Branding & Website	1 Year
Statewide Energy Savings Database	Energy Orbit	1 Year
COVID-19 Utility Relief Fund	Catholic Charities	1 Year
Faith Efficiencies	Delaware Interfaith Power & Light	1 Year
Farm Program	EnSave	1 Year
Pathways to Green Schools	Green Building United	1 Year
Affordable Multifamily Housing	New Ecology	1 Year
Energy Assessments for Non-Profits-	UD, Industrial Assessment Center	1 Year
ZeMod	Milford Housing Dev. Corp.	1 Year
ZeMod	VEIC - Technical Advisor	1 Year
Pre-WAP	Energy Coordinating Agency (ECA)	1 Year
Technical Assistance	NV5 – Celtic Energy	1 Year
Technical Assistance	DEDC	1 Year
Technical Assistance	Studio Jade	1 Year
Technical Assistance	Warren Energy Engineering	1 Year
Technical Assistance	Roger Campbell	1 Year
Technical Assistance	George McDowell	1 Year
Online Marketplace	Franklin Energy Services	1 Year
Virtual Assessments	Franklin Energy Services	1 Year
Home Performance	Franklin Energy Services	6 months
Home Energy Checkup & Counseling (HEC ²)	Franklin Energy Services	6 months
Lights-On Delaware Strong	HELP Initiative, Inc.	3 years
Building Benchmarking Pilot	Green Building United	1 year

Mr. Jones moved to approve to authorize the Executive Director to enter contract extensions for the above listed programs with the current implementation contractors for the time periods indicated at a not to exceed amount based on the FY22 Budget approved by the Board, seconded by Senator Hansen carried with Mr. Moore recusing himself from voting on the AB&C contract extension.

Public Comment - Due to scheduling matters, Senator McDowell allowed Representative Sherae'a Moore to address the Board. Representative Moore gave testimony to the amazing work that HELP Initiative is providing throughout the State of Delaware. Mr. DePrima thanked her for her time, positive comments on our program and wished her well.

b. Revised Budget and Proposed Budget FY 2020/2021 - 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).

Mr. DePrima reviewed highlights of the budget memo.

Mr. Moore brought up concerns regarding the budget framework compared to strategy and suggested deeper conservations be had in the near future.

Mr. Finnigan moved to approve the Revised Budget FY 2020/2021 and Proposed Budget FY 2021/2022 seconded by Mr. Underwood and unanimously carried.

c. Strategic Plan Advisory Committee - Mr. DePrima stated during the March DESEU meeting it was agreed to form a Strategic Planning Advisory Committee to assist us in our Strategic Plan Update. Senator Hansen shared her extensive list of followers who have an interest in the environment and sustainability. As a result of that effort about thirty (30) people responded positively. We emailed each of those individuals to complete a simple form asking for additional contact information and some insight as to why they were interested; nine (9) responses were received. Mr. DePrima stated that a revised list will be sent to the board if more submissions are received.

After much discussion, Mr. Moore moved to tentatively accept the list of those interested in serving on the Strategic Plan Advisory Committee with an open invitation to others that may be interested, seconded by Mr. Chajes and unanimously carried.

d. Consideration of Statements - Mr. Moore motioned to approve the following statements, seconded by Mr. Jones and unanimously carried.

- i. Murphy & Landon
- ii. Young Conaway Stargatt & Taylor, LLP

4. Reports – The following reports were presented to the Board:

- a. Executive Director
- b. Program Manager
- c. Budget Report - Ending April 2021

5. New Business/Old Business - Senator Thomas Carper joined the board meeting to greet Board Members and Staff, introduce his staff to the team and to learn more about the current programs being administrated by the SEU. Senator Carper and his team praised the work of Energize Delaware and the successes of our programs.

Meeting Adjourned at 12:01 P.M.