

Delaware Sustainable Energy Utility
Meeting of the Oversight Board
500 W. Lookerman Street, Suite 410 Conference Room
January 21, 2022 – 9:00 AM

Welcome

Senator Harris B. McDowell, III called the meeting to order at 9:04 AM. Members present were Senator Hansen, Kristopher Knight, Ric Moore, Andrew Slater, Public Advocate, Michael Chajes, Robert Underwood (proxy for Secretary Garvin, Department of Natural Resources and Environmental Control), Sean Finnigan, and Richard Jones. Also present were Anthony DePrima, Frank Murphy, General Counsel, Tom Noyes, DNREC, Brett Swan, DNREC, Jacob Weir, DNREC, Frank DeFronza (Whisman Giordano), Kevin Quilliam, Suzanne Sebastian, Athena Bi, Jim Purcell, Kassandra Rodriguez, Robin Coventry, and Traci Evans.

Members Absent: Senator Trey Paradee and Kris Knight

1. Approval of Minutes

- a. **Oversight Board Meeting – November 18, 2021** – Mr. Moore noticed an incomplete sentence on the first page. Mr. Purcell finished it by adding, “We [Empowerment Grant and HELP Initiative] will be working with office management and budget.” **Mr. Moore moved to approve the minutes, seconded by Mr. Slater.**

2. SEU Business

- a. **Financial Auditors Report** – Mr. Moore moved to approve the report, seconded by Mr. Slater.
- b. **DNREC-SEU Upfront SREC Buy Collaborative** – Tom Noyes presented to the board item 2b and item 2c. Mr. Kevin Quilliam was called to the meeting to provide clarification. Senator McDowell and Mr. Moore wanted more time to put together a cost-benefit analysis prior to voting. **Mr. Chajes moved to approve the contracts, seconded by Mr. Slater. Senator Hansen, Mr. Underwood, Mr. Slater, Mr. Chajes voted Yes. Mr. Moore opposed. Mr. McDowell and Mr. Finnigan abstained from voting.**
- c. **DNREC – Green Energy Program Revisions**
- d. **Commercial Loan Processing and Services RFP Recommendations**
- e. **Budget Amendment** – Mr. Moore questioned Outside Computer Expenses as he thought these expenses were considered Marketing/Public Relations. Mr. DePrima explained that third party vendors are classified as Outside Computer Expenses. **Mr. Moore moved to approve the budget as presented to the board, seconded by Mr. Slater.**
 - i. General Budget
 - ii. Empowerment Budget
- f. **Consideration of Statements – Mr. Chajes moved to approve the statements, seconded by Mr. Moore.**
 - i. Murphy & Landon
 - ii. Young Conaway Stargatt & Taylor, LLP

3. Strategic Planning Session –

- a. Mr. Moore recommended to include more marketing initiatives into the Strategic Plan, not just online marketing. Feels as though the marketing efforts can be improved as he feels we are lacking in this area.

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

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

5. New/Old Business

Meeting Adjourned at 11:20 A.M.