

Approved Minutes

Delaware Sustainable Energy Utility Oversight Board Meeting – Zoom / In-Person

March 18, 2022 - 9:00 A.M.

<https://us02web.zoom.us/j/85129492238?pwd=S3VNb2ZNdm54ZzVDMLc2U3FJbGU3dz09>

Welcome

Senator Harris B. McDowell, III called the meeting to order at 9:04 AM. Members present were Senator Hansen, Senator Paradee, Kris Knight, Ric Moore, Andrew Slater, Public Advocate, Michael Chajes, Robert Underwood (proxy for Secretary Garvin, Department of Natural Resources and Environmental Control). Also present were Anthony DePrima, Frank Murphy, General Counsel, Suzanne Sebastian, Athena Bi, Jim Purcell, Kassandra Rodriguez, Robin Coventry, and Traci Evans.

Members Absent: Sean Finnigan, Richard Jones,

1. Approval of Minutes

- a. **Oversight Board Meeting – January 21, 2022** – Senator McDowell requested a motion to approve the minutes. Ric Moore made the motion to approve the minutes, and Robert Underwood seconded, and the motion carried unanimously.

2. SEU Business

- a. **2021 Annual Report (separate document)** – Tony thanked the team for all the hard work that was put into it. Senator McDowell congratulated everyone on the report being great. The report will be distributed to the members who did not attend in person or were absent.
- b. **Succession Planning (separate document)** – Tony presented the succession planning document to the Board. (See attached). The purpose of this Succession Plan is to set forth the steps and considerations necessary to enable DESEU to successfully search for, employ, and transition to a new Executive Director. Tony suggested the Board “Take their time” on searching for a replacement, as well as giving the New Director a “Proper Orientation”. It was presented that a Search Committee be created with at least 3 but no more than 5 Board members to create a plan and process for beginning the initial steps of the succession plan. Ric Moore made a motion to support the Search Committee, Robert Underwood seconded. The motion passed unanimously.

Senator Hansen, Kris Knight, Ric Moore, and Ritchie Jones volunteered for the Search Committee and Senator McDowell will chair but not vote. Tony requested Frank Murphy participate in the Search Committee as well.

- c. **Meeting the RGGI Challenge** – RGGI money is coming in at a much larger rate than in previous years. Tony DePrima explained that this money needs to get out on the streets and be used for Delawareans. Tony presented a 3-prong approach: 1) Develop programs that allow large sums of money that benefit the most people i.e. Solar for Schools, Solar for Libraries. 2) Increase incentives in existing programs. 3) Increase staff capacity and promoting Suzanne Sebastian to a supervisory position. Ric Moore motioned to approve the 3 – prong

approach, Robert Underwood seconded. The motion passed unanimously.

d. Consideration of Statements

- i. **Murphy & Landon** – Ric Moore motioned to approve, Drew Slater seconded, and the motion passed unanimously.

3. **Strategic Planning Update** (separate document) –Tony reviewed the power point, explaining the various initiatives that are being recommended based on Replicability and Impact. No motions were required of the Board as this was an update.

4. **Reports**

- a. Executive Director
- b. Program Manager
- c. Communications and Marketing Manager
- d. Budget Report – Ending December 2021

5. **New/Old Business**

Public Comment

Adjourn – Drew Slater motioned to adjourn, Kris Knight seconded. Meeting adjourned at 11:02 am.