

STATE ENERGY ADVISORY BOARD
TELECONFERENCE MINUTES
 DECEMBER 17, 2009, 1:00 PM – 1:59 PM EST

TELECONFERENCE ATTENDEES

Designated Federal Officer (DFO):

- Gary Burch, STEAB DFO, Director of EE Projects Division, Golden Field Office, Denver, Colorado

STEAB ATTENDANCE		
BOARD MEMBERS	Present	Absent
Chris Benson , (<i>Board Chair</i>) Director, Arkansas Energy Office, Department of Economic Development		✓
Jim Arwood , Director, State Energy Office, State of Arizona		✓
Henry ‘Ted’ Berglund , CEO and President, Dyplast Products (FL)		✓
Susan S. Brown , Deputy Administrator, Wisconsin Division of Energy		✓
John H. Davies , Director, Division of Renewable Energy and Energy Efficiency, Kentucky Office of Energy Policy	✓	
Roger Duncan , General Manager, Austin Energy – City of Austin (TX)	✓	
Ryan Gooch , Energy Policy Director, Tennessee Economic and Community Development		✓
Paul Gutierrez , Vice Provost for Outreach Services, Associate Dean and Director, Cooperative Extension Service, College of Agriculture and Home Economics, New Mexico State University		✓
Duane Hauck , Director, Extension Services, North Dakota State University	✓	
Elliott Jacobson , (<i>Board Secretary</i>) Director, Action Energy, Inc. (MA)	✓	
Cecelia Johnson-Powell , Community Development Manager, Indiana Housing and Community Development Authority		✓
Peter Johnston , Project Manager, Clean Energy Technologies, Burns & McDonnell (AZ)	✓	
James Nolan , Weatherization Director, Department of Public, Health and Human Services (MT)	✓	
Larry Shirley , State Energy Office Director, North Carolina Department of Administration		✓
Janet Streff , Manager, State Energy Office, Minnesota Department of Commerce	✓	
Patricia Sobrero , (<i>Vice Chair</i>) Associate Vice Chancellor, Extension, Engagement, and Economic Development, North Carolina State University	✓	
David Terry , Executive Director, ASERTTI (VA)	✓	
Steve Vincent , Regional Business Manager, Avista Utilities (OR)	✓	
Daniel Zaweski , Director, Energy Efficiency & Distributed Generation, Long Island Power Authority (NY)		✓

Contractor Support:

- Emily Lindenberg, SENTECH, Inc.

Public:

- No public representatives participated in this meeting.

DOE Staff

- Steve Blazek, NEPA Compliance Officer, Golden Field Office, Department of Energy.

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Agenda Items:

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| 1. Update on Recovery Act Issues:
A. SEP, WAP, Block Grants, etc. | Janet Streff |
| 2. NEPA Q&A | Steve Blazek (GFO) |
| 3. Webinar for States (on behalf of HQ GC) | Gary Burch |
| 4. Discussion regarding Resolution 10-01 | Duane Hauck |
| 5. Update on Partnership between DOE and HUD
with regard to weatherizing public housing units
and other goals of the formal collaboration. | Cecelia Johnson-Powell |
| 6. Status of Annual Membership Package | Gary Burch |
| 7. Public Comments | Janet Streff |
| 8. Other Issues | Janet Streff |

- Janet Streff (JS) opened the meeting for discussion on agenda items and stated that at this time there were no additional updates she was aware of with regard to Recovery Act Issues, and opened the topic to questions or comments. Gary Burch (GB) contributed a topic related to this item and informed the Board that the Office of Management and Budget (OMB) has approved monthly reporting. After asking if the Board was aware this had taken place, JS said she had received information regarding Weatherization programs but no information with regard to Block Grants.
- John Davies (JD) mentioned that he had heard about this and believes there will be some discussion from the National Governors' Association (NGA) to the Department of Energy (DOE) about this. David Terry (DT) added that he just recently had a call with NGA and the Office of Weatherization and Intergovernmental Programs (OWIP) along with other groups regarding the monthly reporting. There is a jobs reporting call going on right now to go over the details of what DOE is reporting back to OMB, and from these discussions it appears that not only will Recovery Act jobs be reported, but also the jobs created with dollars leveraged as part Recovery Act funds and part State appropriations, whereas previously only jobs created solely with Recovery Act funds were to be counted.
- GB added an additional discussion point to this topic by conveying to the Board that Assistant Secretary Zoi is currently calling, and will be calling, the Governor of each State to discuss State Energy Programs and Weatherization. He asked if the Board had been made aware of this, and DT stated that he had and was aware these calls were being made. From his briefing about these calls, the topic seems to surround trying to have the States doing better spending of Recovery Act funds in a faster way. He noted he doesn't have all the details but said he knew the conversation also focused on the challenges the States are facing at the State and Federal level when trying to spend the money.
- JS asked if states were being given a "heads-up" as to when these calls will take place so the Governor's office had time to prepare, but DT said that as far as he knows, no set schedule is in place that can be shared with the Governors. GB echoed this statement and noted he does not have the details of which States have been contacted as of today.
- This agenda item moved to conclusion with JS asking Roger Duncan (RD) about the Block Grant activities in his state. RD responded by saying that things are moving along OK and in fact, they are moving along faster and more smoothly than he anticipated.
- DT finalized this topic by saying that there is an NGA letter getting ready to go out that is focused on the jobs reporting and Buy American issues and covers several other topics which have been identified as challenging or problem areas. The letter is being worked on right now and will be sent out shortly.

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- JS turned discussion to the next Agenda topic which is the National Environmental Policy Act (NEPA) Question and Answer session. Steve Blazek (SB) introduced himself to the Board and began with a comment regarding the Assistant Secretary's calls to all the State Governors. He noted that his office is receiving calls from the Assistant Secretary's office before she calls the Governors because she wants to know the status of NEPA in that state, so NEPA has also been a topic on these calls.
- SB then opened up for questions from the Board and JS began by noting that Minnesota finally was able to get the special conditions removed from their State Energy Programs (SEP), however, they wanted to use the same kind of descriptions for Block Grants but were told there was a different form needed for Block Grants and is that truly the case?
- SB noted that 'yes', there is a difference between the State Energy Program (SEP) template and the Block Grant framework. Though both ask for almost the same thing, the Block Grant form will help NEPA move their requests through more quickly and thus help the States get the conditions for the money removed. He apologized that it is more work, but it really does expedite the process. As long as it's not a burden, please continue to fill out separate forms for the different programs.
- JD asked what the NEPA back-log was – specifically, how the office was working to rectify that. SB responded that the back-log is significant, but the NEPA group has moved to a new building and is currently processing the Golden Field Office workload. There is a staffing plan to bring on new folks to assist, and hiring is imminent. SB added that his staff is currently processing all of the high-dollar NEPA work that comes from EERE to Golden and the load is significant. JD questioned how they were maintaining consistency with the reviews if some of the work-load was in other locations. SB answered by saying that he and his staff have weekly calls with all offices conducting reviews for the purpose of maintaining consistency across all offices involved.
- GB concluded this portion of the teleconference by noting that SB will be available to the Board to help answer questions and respond to concerns. If the Board would please let him know what their comments are, he will convey them to SB and will make sure Mr. Blazek is available for future calls to help answer the Board's questions.
- JS moved along to the next topic, the proposed Resolution 10-01; but both JS and GB agreed this agenda item will be tabled until the next Teleconference in January since it was not currently pressing.
- Before moving on to the discussion about the proposed Resolution, GB spoke briefly to the Board about a discussion he had with a senior staff member in the Assistant Secretary's office which centered around the front office looking to establish a new Federal Advisory Committee. The proposed purpose of this committee would be that it would look across all 11 EERE programs and provide executive summaries to the Assistant Secretary. GB noted that the Board already has this role, and the front office has been reminded of this; but nonetheless they are looking to create a new committee which would focus on engaging the programs with one another. GB noted that this is the perfect time for STEAB to focus its efforts on using its statutory right to bridge the gap between not only the Programs, but the States and their market opportunities as well. All Board members agreed that they are moving towards this goal, and the proposed Resolution 10-01 deals with all of these three areas with its call-to-action.
- JS thanked GB for the information and believes that this proposed Resolution speaks to the Board's statutory mandate and asked that discussion now turn to comments about the proposed Resolution. She asked Duane Hauck (DH), author of the proposed Resolution, to brief the Board on what is contained in 10-01.

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- DH began discussion on this topic by summarizing the purpose of the proposed Resolution 10-01.¹ The background section covers how the DOE and U.S. Department of Agriculture (USDA) through land-grant universities are actively engaged in developing new energy technologies, researching energy-efficiency practices, evaluating renewable energy sources, and supporting the market transformation of these activities. Significant energy savings could be realized if end-users adopt these technologies and practices, and make behavior changes. Moving to the issues section, Duane noted that community education leading to transformational learning is needed to capture the ‘hearts and minds’ of Americans on the benefits of clean energy and its applicability to their lives. He was careful to point out that the Cooperative Extension Service (CES) has a history of consumer trust and strong community partnership that could help lead to a broader adoption of energy efficiency and renewable energy across the United States.
- The proposed Resolution focuses on STEAB encouraging DOE to establish formal agreements among EERE, CES and the State Energy Offices (SEOs) to enhance the education of American citizens regarding energy efficiency and renewable energy. The end result would be a broader-scale adoption of renewable energy and energy efficiency practices. He noted that the proposed Resolution provides 2 options for partnership agreements and offers that STEAB could serve as the convener to help establish a dialogue and formal agreements.
- Patricia Sobrero (PS) commented that the proposed Resolution was very good, but perhaps in the section where it speaks to STEAB acting as the national convener, it should also be added that the State Energy Offices need to be a part of this and should participate and contribute to the meeting so that all states are also engaged. DH thought that was a good idea, but perhaps too specific. He also noted that this is a call-to-action for the Board, not just a recommendation, and puts the Board in a proactive position to really get this program started.
- DH continued by saying that the National Institute of Food and Agriculture (NIFA), created under USDA with the new Farm Bill, identified 5 key issue areas and 2 are important to this work; Climate Change and Sustainable Energy. These are the areas focused on in the proposed Resolution.
- JD wanted to know if it was clear enough in the proposed Resolution that the Board is talking about additional resources, not simply existing, and DH said that perhaps that could be made clearer in the text. JD commented he will send his notes to DH on that issue and PS and Elliott Jacobson (EJ) agreed to also send their comments to DH for inclusion as well.
- GB feels that this proposed Resolution needs to be adopted and sent to the Front Office by the first week of January. He proposed the Board send all comments to DH so he can make final edits and then redistribute to the Board before a final vote to formally adopt.
- DH ended the discussion by asking if anyone had any concerns about this document moving forward, but there were no objections and EJ made comments that he liked the language in the document with regard to Weatherization and funding and would send his comments along.
- JS moved to the next agenda item, but seeing as Cecelia Johnson-Powell (CJP) was unable to make the call, the topic “Update on Partnership between DOE and HUD with regard to weatherizing public housing units and other goals of the formal collaboration” will be tabled until the January call.
- JS asked GB to speak on the status of the membership package, and GB expressed frustration that the package is still working its way through concurrence after being submitted the first week in August. He

¹ Proposed Resolution 10-01 can be found as Attachment A.

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mentioned that he spoke to the point-of-contact who mentioned that the package is now on the 7th floor waiting for final approval. This discussion ended with GB saying his opinion is that this will be finalized by early January.

- JS inquired if there was any member of the public on the call who would like to make comments. GB stated that no requests for comment were received. JS concluded this part of the meeting and closed the meeting to public comment.
- The final agenda item opened up with a discussion about upcoming STEAB meetings. The next call will be January 21, 2010, at 1 PM EST, and the next live meeting will be held in Washington, DC, March 9 - 11, 2010. GB also mentioned that the agenda for the March live meeting will cover a broader range of topics and will focus more on the 11 EERE programs, and not so heavily on OWIP.
- JD commented that bringing in the program people and also bringing the programs together with the states to look at market potential is a good one. He commented that even he is not aware of everything going on with all the programs and feels that is a good move. While speaking on this topic, GB reminded the Board that they had met with Wendolyn Holland (WH) of the Commercialization team. Very recently GB spoke to her and let the Board know that there is a plan to establish a finance Advisory Committee and there is an expectation that STEAB can work with this committee on the technology side to help move technologies into the market. He finished this comment by saying she and the Commercialization team will be invited to the meeting to speak in March. EJ likes that the Board will be engaged with the finance committee because that is vital to the Weatherization side of things, which often suffers from budget constraints.
- EJ then asked the Board if they knew of any additional structuring changes that have occurred in OWIP in recent months because he was aware of changes, but did not have an organizational chart or any update on the changes. GB responded by saying that on the next call he will have a final organizational chart for OWIP since the process is still currently evolving and people are still moving.
- JD asked GB about his new position and how he was settling in. JS asked if GB had received any success stories from the Board, and GB said he had some ‘leads’ and is working on vetting those now.
- JS thanked the Board for participating in the call and asked if there were additional comments. Seeing as there were none, JS closed the meeting.

The State Energy Advisory Board December teleconference call was concluded at 1:59 p.m. EST. Minutes were scribed by Emily Lindenberg (SENTECH, Inc.).

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ATTACHMENT A

RESOLUTION 10-01

DISCUSSION DRAFT – NOT APPROVED

*Topic: U.S. Department of Energy, Cooperative Extension Service, and State Energy Offices
Collaboration on energy efficiency and renewable energy education for America*

Background: Record energy prices and a heavy reliance on foreign oil are resulting in increased interest in energy efficiency and the utilization of renewable energy. National and world efforts to set low-carbon emission standards are also driving demand for conservation, efficiency and renewable energy. The adoption of new technologies, energy-conserving practices, and renewable energy could be significantly enhanced through demonstration and educational efforts that provide knowledge and focus on behavior change. The U.S. Department of Energy (DOE) and U.S. Department of Agriculture (USDA) through land-grant universities are actively engaged in developing new energy technologies, researching energy-efficiency practices, evaluating renewable energy sources, and supporting the market transformation of these activities. Significant energy savings could be realized if end-users adopt these technologies and practices, and make behavior changes. By embracing these practices, jobs can be created, energy dependency can be reduced, and environments can be improved.

The Cooperative Extension Service (CES) is the major educational outreach agency of land-grant universities and is affiliated with the USDA National Institute for Food and Agriculture. The CES network of over 3,000 County Extension Offices reaches into virtually every community across the country and provides life-long learning for citizens. This educational work is facilitated through community partnerships (local governments, home weatherization programs, community action agencies, etc.) that provide a platform for transformational learning. This approach seeks actionable change in behavior, habits and practices. CES also has a strong history of consumer trust, along with a premier youth education program called 4-H. Additionally, CES has launched a national, on-line educational environment called “eXtension” designed to provide continuous learning opportunities for consumers. Energy-efficiency and renewable energy education is being incorporated into this educational system that will have a significant impact on getting consumers to adopt clean-energy practices. Combining these activities with ongoing State Energy Office (SEO) initiatives (e.g., State Energy Program, Energy Efficiency and Conservation Block Grants, and Weatherization Assistance Program activities) will help leverage DOE’s efforts to maximize the acceptance and adoption of energy-efficiency and renewable energy practices across the nation. Furthermore, the partnership between SEOs and CES will help develop an in-state energy expertise and technical capacity that will allow local expertise to solve local consumer energy issues.

Issue: Most Americans do not fully appreciate or understand the significant benefits that renewable energy and energy efficiency technologies offer. Community education leading to transformational learning is needed to capture the hearts and minds of Americans on the benefits of clean energy and

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its applicability to their lives. The CES has a history of consumer trust and strong community partnership that could help lead to a broader adoption of energy efficiency and renewable energy across the United States. Not since the early 1980s has USDA provided the resources to CES to integrate energy efficiency and renewable energy into land-grant universities' outreach and deployment channels.

SEOs provide leadership to maximize the benefits of energy efficiency and renewable energy through awareness, technology development, and partnerships. Every state supports an SEO, but funding limitations restrict the SEO's capacity to educate citizens statewide on a local community level. Together, these organizations, CES and SEOs, could leverage enhanced resources from DOE and USDA to improve how Americans use and generate clean energy to improve local economies on a national basis.

Recommendation: STEAB respectfully encourages the DOE to initiate an active dialogue with USDA to establish formal agreements among EERE, CES and the SEOs to enhance the education of American citizens regarding energy efficiency and renewable energy. The end result would be a broader-scale adoption of renewable energy and energy efficiency practices. STEAB could serve as the national convener for the dialogue necessary to establish these agreements and facilitate the exchange of information among DOE, the CES and SEOs that will be necessary for these collaborative efforts to succeed. STEAB would also collect and provide DOE with success stories from these efforts.

Several partnership arrangements could be used to establish this unique partnership. STEAB recommends that the DOE consider the following options for establishing the formal agreements needed for this collaboration:

- 1) Establish a Memorandum of Agreement (MOA) between the Office of Energy Efficiency and Renewable Energy and the USDA National Institute of Food and Agriculture. The MOA would identify the national leadership and management needed to establish and deliver this effort within states across the country. The shared resources needed to accomplish this effort would also be identified through the MOA.
- 2) The Office of Energy Efficiency and Renewable Energy establish program guidance and resources directed through the SEOs that creates the collaboration between CES and the SEOs. This arrangement would look to individual SEOs to partner with their state CES to establish the educational partnership outlined in this document.