



A NEW BEGINNING:

Building Innovative Partnerships to
Advance a Clean Energy Economy



Annual Report

October 1, 2009 - September 30, 2010

What is STEAB?

The State Energy Advisory Board (STEAB) was established by Public Law 101-440 (The State Energy Efficiency Programs Improvement Act of 1990) to advise the Department of Energy on operations of its Federal grant programs. The Board's statutory charge is to develop recommendations regarding initiation, design, evaluation, and implementation of energy efficiency and renewable energy programs, policies, and technologies. The Board is legislatively mandated to advise and make recommendations to the Assistant Secretary for Energy Efficiency and Renewable Energy (EERE) on efforts relating to EERE programs, with a specific focus on technology transfer and State issues.

The Board is comprised of State energy directors, Weatherization directors, other State officials, representatives of State and local interests, and recognized experts in energy-related disciplines. In its capacity as an advisory board, STEAB serves as a liaison between individual States and the Department of Energy with regard to energy efficiency and renewable energy programs. STEAB is in an advantageous position due to the fact that, unlike other EERE FACA committees, it is not program specific. They offer a forum for the exchange of ideas and information through which Federal, State, and local voices can be heard at the Department of Energy.

In compliance with STEAB's enabling Statute, the Board submits an annual report to the Secretary, the U.S. Congress, and the General Services Administration (GSA) on the activities carried out within the previous fiscal year. This report contains not only a summary of the Board's activities for FY 2010, but also a copy of all of the Board's Resolutions to the Assistant Secretary, as well as outlines of the Board's Sub-Committee's and Task Forces.

U.S. Department of Energy
State Energy Advisory Board (STEAB)

Annual Report

**For Period October 1, 2009
Through September 30, 2010**



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EXECUTIVE SUMMARY

During Fiscal Year 2010, the State Energy Advisory Board (STEAB) focused its efforts on enhancing energy efficiency and renewable energy programs within the Department of Energy's (DOE) Office of Energy Efficiency and Renewable Energy (EERE), in response to a significant amount of American Recovery and Reinvestment Act (ARRA) funding provided to States – as well as facilitating the development of more active relationships between DOE and other government agencies with an interest in similar energy programs. Drawing from Assistant Secretary for EERE Cathy Zoi's four planks of speed and scale, high-impact innovation, securing and maintaining talent, and capturing hearts and minds, the STEAB hosted three meetings in FY 10 that centered on these principles.

The first meeting was held in November of 2009 in Raleigh, NC. The purpose of this meeting was to gain a better understanding of the benefits of Public-Private partnerships which could increase the speed and scale for which new technologies are developed and deployed into the marketplace. The Board toured North Carolina State University (NC State) in order to take an in-depth look at the benefits and challenges facing these types of partnerships, since NC State, Duke, and other North Carolina Universities consistently leverage these types of relationships with private partners in order to enhance research and development.

Washington, DC, was the site of the second meeting of the STEAB in early March of 2010. During this meeting, the STEAB met with senior staff from EERE, as well as with members of the Office of Electricity (OE). Meeting in Washington gave the STEAB an opportunity to receive updates regarding progress about ARRA-funded projects, understand the challenges facing EERE's ten Programs, and look for ways to encourage high-impact innovation and promote educational outreach regarding energy efficiency and renewable energy. It was at this March meeting that the Board redefined their priorities and emphasized the need for more active engagement in the area of outreach, technology transfer, and collaboration between DOE and other Federal agencies. The newly created and aggressively focused "Priorities Through 2012" document replaced the Board's previous "Strategic Direction" and focuses on actively supporting energy efficiency and renewable energy market growth throughout the United States.

Additionally, during the March 2010 meeting the Board officially designated a Sub-Committee to advise the Secretary of Energy regarding administration,

implementation, and evaluation of the Energy Efficiency and Conservation Block Grant (EECBG) Program. This is a new program that evolved out of the ARRA funding to DOE, and the STEAB was in the most advantageous position to support the Secretary in the oversight of these activities. The EECBG Sub-Committee operates under the purview of the STEAB, and it is charged with making administrative and policy recommendations to improve the EECBG Program, and will exist only for the duration of the Program itself. There are seven members of the Sub-Committee, and the group held their first meeting in August of 2010 in Seattle, Washington. During that meeting the group met with EECBG sub-grantees, toured facilities which received grants, and began formulating a list of issues with, and recommendations to improve, the overall EECBG Program.

During the summer, STEAB's Executive Committee (made up of the STEAB Chair, Vice Chair, and Secretary) had separate meetings with the Office of Management and Budget (OMB), Assistant Secretary Cathy Zoi, and Deputy Assistant Secretary for Energy Efficiency Dr. Kathleen Hogan. During these meetings, the Executive Committee discussed opportunities and challenges facing the STEAB through 2012, and inquired about areas in which EERE could benefit from the intellectual capital and vast expertise of the Board. From these discussions arose several areas where the Executive Committee felt there was the potential to create sub-committees or task forces to meet these challenges head-on.

At the third and final meeting of the STEAB in June, while visiting the National Renewable Energy Laboratory (NREL) in Colorado, the Board officially created five goal-oriented Task Forces to address the opportunities discussed with the Assistant Secretary and OMB:

1. The Meeting/Agenda Task Force;
2. The Climate Change and Energy Bill Task Force;
3. The Deployment Task Force;
4. The HUD/DOE Task Force; and
5. The USDA/DOE Task Force.

Each Task Force was assigned between three and five members of the STEAB, and is led by a Task Force Chair. Following the June meeting, each Task Force met via teleconference call to comprehensively outline their deliverables and accompanying deadlines. For the rest of the fiscal year, each Task Force continued to meet and work towards their goals. The USDA/DOE Task Force

even flew back to Washington, DC, in mid-September in order to begin conversations with USDA and DOE officials and to inspire interest in a collaborative educational outreach program that was focused on energy issues with shared goals.

In FY 2010, the Board developed two Resolutions that will assist DOE's Office of Energy Efficiency and Renewable Energy in recognizing and meeting important energy, economic, and educational issues while continuing to preserve the means to meet the energy needs of future generations of America. These Resolutions focus on separate and distinct goals which include:

- 1) Requesting that the U.S. Department of Energy, Cooperative Extension Service, and State Energy Offices collaborate on mutual energy efficiency and renewable energy goals for America; and
- 2) Recommending the need for a new EERE-wide implementation paradigm through partnerships and collaboration, which in-turn would foster the creation of local/State/regional and inter-agency mechanisms to drive bottom-up change with regard to innovation, job creation, and stakeholder engagement.

Resolution 10-01 was submitted to the Assistant Secretary on January 21st; and on May 24, 2010, the STEAB received a response from Deputy Assistant Secretary for Energy Efficiency, Dr. Hogan. Resolution 10-01 speaks to the need for a collaborative effort between DOE, USDA's Cooperative Extension Service, and State Energy Offices to effectively promote energy education in an effort to alter the energy usage of American consumers. In the response, Dr. Hogan reaffirmed that in order for consumers to adopt energy efficient practices, education and outreach are essential. She also thanked the STEAB for its leadership in this manner and noted the Department's readiness to discuss this effort with USDA and the STEAB. The creation of the USDA/DOE Task Force grew out of this response, as well as from discussions during the May 25th meeting with Assistant Secretary Zoi and Dr. Hogan.

Looking towards Fiscal Year 2011, the STEAB is committed to meeting the goals outlined in their "Priorities Through 2012" document, and feels the Task Forces are central to success of this endeavor. The Board will continue to adjust the goals and objectives of each Task Force, as necessary, to continue obtaining desired outcomes, and anticipates the creation of new Task Forces to meet the

ever-changing needs of DOE's Office of Energy Efficiency and Renewable Energy.

Additionally, the Board is going to continue focusing efforts on encouraging EERE to take a bottom-up approach to program design in an effort to build stakeholder engagement. From its previous meetings with NC State and other leaders in North Carolina, the Board recognizes and understands that partnerships and collaboration are essential for maintaining both the momentum and longevity of effective energy programs. With an end to ARRA funding looming near, it is vital for EERE to foster relationships with State and local programs, as well as private investors, to ensure the progress and advancements made under ARRA do not simply end when the funding is gone.

The STEAB is committed to helping DOE and EERE make this a smooth transition and looks forward to building from the ideas laid out in Resolution 10-02 in an effort to drive market transformation and further enhance deployment of energy efficiency techniques and renewable energy technologies.

BACKGROUND AND OVERVIEW

Just before the beginning of Fiscal Year 2010, the Executive Committee of the STEAB met with Assistant Secretary for EERE, Cathy Zoi. The intent of this meeting was to give the Assistant Secretary an overview of the STEAB, how it functions as a Federal Advisory Committee providing recommendations to her office, while emphasizing that the Board is not program specific. It was during the meeting that she made a point to mention how EERE struggles with reporting energy success stories to the public. Public awareness allows people to see that success in the field of energy efficiency and renewable energy is not simply just R&D, but that these successes have an impact on the communities in which they are implemented. From this conversation, the Board understood the key was to pull general interest into the conversation about energy efficiency and renewable energy.

Assistant Secretary Zoi also elaborated for the Executive Committee her four main focus areas over the next several years. This is her vision for EERE during her tenure, and the Executive Committee expressed confidence that the STEAB could assist her in accomplishing this mission. The four areas of focus she outlined were:

1. Speed and scale,
2. High impact innovation,
3. Talent (with regard to personnel), and
4. Capturing hearts and minds.

As STEAB's Executive Committee and Designated Federal Officer began to shape the focus of the STEAB for FY 2010, not only did Assistant Secretary Zoi's four focus areas play a role, but the American Recovery and Reinvestment Act (ARRA) funding to EERE Programs continued to be a major factor for the Board activities. ARRA made available an unprecedented level of funding for EERE which provided increased opportunities at all levels, never previously seen. Massive funding levels for the State Energy Program (SEP), Weatherization Assistance Program (WAP), and for new grant programs like the Energy Efficiency and Conservation Block Grant (EECBG) Program allowed all of these endeavors to go beyond what they have previously been able to achieve. As one of the legislative charges of the STEAB is to act as a "liaison between the States and the Department of Energy on energy efficiency and renewable energy resource programs," the Board understood they had a challenging year ahead of them for FY 2010. The States had been expressing concern and anguish over the conditions placed on their funding, and felt DOE had not been providing sufficient guidance or answers. There were issues about compliance with the National Environmental Policy Act (NEPA), concerns over jobs reporting and

obligated fund reporting, as well as concerns about what happens to un-obligated funding after Fiscal Year 2010.

Thus, at the outset of FY 2010, it was clear there was an immediate need for the STEAB to help States and local programs to be successful. The Board had to quickly expand on their prior knowledge base regarding these programs and figure out ways to make sure they were successful. To that end, at the November meeting in Raleigh, NC, the Board took the time to define "Success" as it pertained to the ARRA-funded programs. By doing this, the Board would then be able to more readily find and transmit success stories to DOE, thus working on Assistant Secretary Zoi's goal of "capturing hearts and minds," while simultaneously allowing them to uniformly recognize ARRA-funded programs which were excelling or failing. Additionally, this definition assisted the STEAB as they wrote Resolutions and recommendations to the Assistant Secretary, because each Resolution outlined an action plan which inherently encapsulated many, if not all, of her four focus areas.

It was also at this November meeting that the Board recognized the vital importance of bottom-up change, public-private collaboration, and increased consumer education to ensure the success of energy efficiency and renewable energy programs. The Board toured North Carolina State University's campus and met with senior executives who spoke about the successes and lessons learned from current and past partnerships. From their experience, collaboration with public and private entities was important due to the diverse reach of different companies and the Extension Services' ability to engage the community and promote energy efficiency programs. All members of the STEAB agreed that in order to have lasting change, the local community has to understand the benefits of new renewable and energy efficient technologies. Without first educating the public, the Department of Energy will simply be *pushing* their technology and programs into society, instead of local communities and the American public clamoring for them, thus creating a sustainable market *pull*.

Building off of these ideas, during the March 2010 meeting in Washington, DC, the Board decided that their old Strategic Direction should be revised in order to better align with the goals of Assistant Secretary Zoi, the needs of the States with regards to the vast increase of funding with ARRA, as well as to encompass the ideas of cross-cutting collaboration and partnerships. The STEAB's focus has always been on State issues and technology transfer, but it was now time for the Board to tie those legislative missions into the conversation at hand. All members of the STEAB felt the Strategic Direction as it stood was no longer relevant to the environment in which EERE currently operates. The older Strategic Direction grew out of the needs

and direction of the Karsner Administration, and all members felt they needed a new document which could comprehensively encompass the STEAB's goals while moving forward.

Out of this discussion came the "Priorities Through 2012" document. In lieu of focus areas or a revised Strategic Direction, which the Board felt was too limiting in its scope, the group created a general list of broad topic areas and issues needing to be addressed and remedied. While many of the Priorities revolve around ARRA goals and objectives, the four focus areas outlined by Assistant Secretary Zoi played a crucial role in shaping the longer-term concepts. The Board refrained from numbering these Priorities because they all felt each was vital to the success of EERE, and to number them would inaccurately indicate one of these topics as more important than the others; perhaps then leading those within DOE or the States to feel as if their needs and concerns were not receiving equal attention and consideration.

The "Priorities Through 2012" document is purposefully broad to incorporate the overarching themes and concerns raised by States and by Assistant Secretary Zoi. The focus of all of the priorities is to actively support energy efficiency and renewable energy market growth throughout the United States. One of the steps the Board took shortly after officially adopting this document on April 15, 2010, was to arrange a meeting of the Executive Committee with Karina Edmonds, the Secretary of Energy's newly appointed Technology Transfer Coordinator.

In her position Dr. Edmonds is responsible for working with DOE's National Laboratories to accelerate the process of moving technology R&D from the laboratory to the private sector, ensuring that America's scientific leadership translates into new, high-paying jobs for America's families. The Board reached out to Dr. Edmonds in order to talk more about the STEAB's Priorities to facilitate technology transfer, accelerate the development of "green jobs," and encourage the implementation of EE and RE technologies and services. Both Dr. Edmonds and the Board were excited about the opportunities to collaborate; the Board because of the interaction with all DOE National Labs and the mission of deployment, and Dr. Edmond's because of the reach of the STEAB into all State Energy Offices, Weatherization Programs, and local energy organizations. With shared mutual goals and objectives, the Board looks forward to maintaining an active and on-going interface with her office and is ready and willing to assist Dr. Edmonds with reaching her goals and accomplishing the Secretary's objectives with regards to technology transfer and the creation of a clean energy economy.

One of the biggest accomplishments of the State Energy Advisory Board during FY 2010 was the creation of the EECBG Sub-Committee, as well as the development of five Task Forces to address the Board's "Priorities Through 2012." The EECBG Sub-Committee is tasked with reviewing and evaluating the progress of the EECBG Program and making recommendations to the Assistant Secretary for EERE about policy or administrative changes which would improve the efficacy of the program. This group, much like the STEAB, serves as a liaison between the grant recipients at the State and local level, and DOE with regards to the EECBG Program, and reports its findings directly back to the STEAB for consideration and adoption.

The five Task Forces were established during a facilitated discussion at the final meeting of Fiscal Year 2010, in Lakewood, Colorado. While reviewing the "Priorities" document as well as other concerns, the Board determined the best way to accomplish all of these tasks was to divide the Board into smaller working groups. Each group was compiled of STEAB members with specific expertise in the targeted area. The five Task Forces created by the STEAB were:

1. Meeting Agenda Task Force,
2. Climate Change and Energy Bill Task Force,
3. Deployment Task Force,
4. HUD/DOE Task Force, and
5. USDA/DOE Task Force.

Each of these five Task Forces has a specific objective and defined deliverables which directly address the area of concern, whether that be increasing collaboration and cooperation with other government agencies to further energy efficiency and renewable energy outreach and success, as in the case of the HUD/DOE and USDA/DOE Task Forces, or focusing on increasing DOE's deployment and commercialization of clean energy solutions, as in the case of the Deployment Task Force. Each Task Force continued working towards their goals throughout the balance of FY 2010, and the USDA/DOE Task Force even convened a meeting in Washington, DC, in mid-September. The purpose of this special meeting was to begin discussions of a potential collaboration between DOE and USDA in order to bring EE and RE education to the American Public by way of a partnership between State Energy Offices and the Agriculture Department's County Extension Programs.

As the STEAB looks to FY 2011, it is committed to meeting the goals outlined in the "Priorities Through 2012" document, continuing the work of the Task Forces in order to maintain momentum gained in FY 2010, and has a desire to continue working closely

with DOE staff and other agencies in order to ensure a clean energy economy becomes a reality for the United States.

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SUMMARY OF ACTIVITIES

Dates	Location	Organization Visit	Primary Agenda Topics
November 8 – 10, 2009	Raleigh, NC	North Carolina State University and surrounding Research Triangle Facilities	Understand and identify the successes and best-practices of public and private partnerships in order to facilitate the transfer and growth of energy efficiency and renewable energy technology and knowledge - one of the statutory mandates of the STEAB.
March 9 - 11, 2010	Washington, D.C.	-	Continue an active dialogue with EERE’s executive leadership and Program Managers; discuss the impact and progress of programs begun under the American Recovery and Reinvestment Act (ARRA), and its effect on State Energy Programs, Weatherization Programs, and Energy Efficiency and Conservation Block Grant Programs (EECBG); receive updates on commercialization and deployment activities from the Commercialization Team; and learn about the success of "Integrated Deployment" efforts.
June 6 - 8, 2010	Denver, CO	National Renewable Energy Laboratory (NREL)	Assist the Board with continuing to support the Department of Energy’s (DOE) commercialization and deployment efforts; find ways to encourage energy efficiency market transformation; meet with National Renewable Energy Laboratory (NREL) staff to receive updates on technology and current projects approaching market readiness; consider potential collaborative activities with State Energy Programs; and tour the NREL campus.

Fiscal Year 2010 was an active, prolific, and productive year for the Board during which three general meetings were held, a Sub-Committee was established, and five Task Forces were founded. The three meetings during FY 2010 were held in various locations across the United States -- the first in Raleigh, NC, which focused on understanding the challenges, successes and best-practices associated with public-private partnerships with the ultimate goal to better facilitate the transfer of technology out of the Lab and into the market-place. Understanding the impact and progress of the American Recovery and Reinvestment Act (ARRA) on State Energy Programs and Weatherization Assistance Programs, and the Energy Efficiency and Conservation Block Grant (EECBG) Program were the main topics discussed at the second meeting held in Washington, DC, in March of 2010. It was at this meeting that the Board officially established the EECBG Sub-Committee.

The third and final meeting of FY10 was hosted in Colorado so the STEAB could focus efforts on better understanding and contributing to DOE’s commercialization and deployment efforts, find ways to encourage market transformation, and learn about

current Laboratory projects at the National Renewable Energy Laboratory. The focus was on projects which are approaching market readiness. During the June meeting, the Board formed five internal Task Forces to aid in accomplishing the Board's "Priorities Through 2012" and also to move forward in a positive direction with the next-steps associated with Resolution 10-01.

In May of this year, STEAB's Executive Board met with Assistant Secretary Zoi and Deputy Assistant Secretary for Energy Efficiency, Dr. Kathleen Hogan, to provide an overview of the Board's activities thus far in the fiscal year, as well as to discuss the current Board Resolutions (10-01 and 10-02), the formation of the EECBG Sub-Committee, and also to review the Board's "Priorities Through 2012" document. This conversation allowed the STEAB to maintain momentum on the tasks they had already undertaken, and provided them with the approval and latitude to move forward on other initiatives.

To sustain momentum of the Board's activities, and to provide for continuity of the Board's effort, the STEAB held monthly teleconference calls on the third Thursday of each month, save for those in which a live meeting occurred. Both the teleconferences and meetings provide a forum through which members of the public can learn of the Board's activities, and also provided a forum for the exchange of ideas and innovations which the Board can then present to the Assistant Secretary. All meetings and teleconferences were, and remain, open to the public; and notices of all meetings and teleconferences are published in the *Federal Register* at least 15 days prior to the event. Following all meetings of the Board, official Minutes are posted to the STEAB website for public viewing at www.STEAB.org.

Additionally, during FY '10, the Board produced and unanimously adopted two Resolutions for consideration by the Assistant Secretary for EERE, and devised Task Forces with which to address the issues outlined therein.

November 2009 Board Meeting:

Raleigh, North Carolina

North Carolina State University (NC State)

At the November 2009 meeting at NC State in Raleigh, NC, the Board met with speakers who provided insight into the collaborative partnerships sustained by NC State and other institutions in the Research Triangle, as it related to energy efficiency and energy

education. The Deputy Secretary for the North Carolina Department of Commerce spoke briefly about the history and commitment by North Carolina's leadership to champion green jobs and clean energy. The current Governor, Bev Perdue, outlined four "clusters of the economy" she charged the Commerce Department to sustain and grow -- Financial Services, Defense Industry, Life Sciences and Biotech, & Green Energy. He reiterated the importance of partnerships to grow these clusters and credited the area of the Research Triangle with championing research, development, deployment and sustainability.

NC State's Vice Chancellor of Extension, Engagement and Economic Development, Jim Zuiches, spoke next along with other leaders in the fields of research and renewable energy regarding the importance of public and private partnerships which create outreach programs, provide technical assistance, and work hand-in-hand through a Technology Commercialization program. Board members were interested in this discussion because they wanted to know how public enterprise arrived on University campuses to ultimately form these collaborative centers which impacted both energy education and the economy of the State. Discussion surrounded how NC State and other University systems in North Carolina utilize the reach of private companies and the State Extension Service to engage the community with energy demonstrations and education and use that connection to promote energy efficient programs and initiatives.

It was also during this meeting that the Board was able to take an extensive tour of the University campus where they visited the EnVision Center, College of Textiles and Nonwovens Institute Pilot Facilities, the Science House and Freedom Center, and the Wildlife Building. All of these locations had a focus on renewable energy, sustainable buildings, public-private partnerships with an emphasis on "greening" specific technology, and also the recycling of manufactured products into different recycled materials. Throughout the tour, the Board was impressed by the scope of public-private partnerships and community involvement with energy efficiency and renewable energy projects.

In light of all the insight gained by the STEAB during the tours and previous discussion, the Board Chair at that time, Chris Benson, asked the group to use inspiration from North Carolina's spirit of collaboration and cooperation and incorporate that with Assistant Secretary Zoi's four focus areas as the Board looked to move forward in Fiscal Year 2010. A discussion ensued during which Board members expressed concerns about trying to help achieve the Assistant Secretary's goals because, despite the fact there is a lot of money available, all of the ARRA money comes with conditions making it hard to spend quickly and effectively. Member and Vice-Chair Patricia Sobrero

commented the best way the Board can assist in meeting Assistant Secretary Zoi's goals was to align future Resolutions with the four goals to create a cohesive message. Member's Duane Hauck and Cecelia Johnson-Powell both felt the Board had been providing Resolutions which focused on fulfilling those goals over the past several years. The issue now was to try and translate Resolutions from recommendations to action-plans. All members agreed and sensed the Board could use information garnered from the tours and presentations heard earlier with respect to land-grant Universities and public/private partnerships to fulfill the goal of engaging the public at the local level, by using the land-grant system as a conduit. This would thus help to capture the "hearts and minds" of the American public with respect to energy efficiency and renewable energy. Gary Burch, the Board's Designated Federal Officer (DFO), also suggested the group aid in the collection of "success stories" from States about which programs, funded with ARRA money, have been successful when it comes to Weatherization, State Energy Programs (SEP), and Block Grants. This would also speak to the "hearts and minds" focus area as the Assistant Secretary had established a website called "Energy Empowers" which highlights the successes of ARRA funded programs within EERE.

From this discussion, the STEAB felt future Resolutions needed to begin to move in a more powerful direction focusing more on the "how" to make a program work, instead of just recommending an action be implemented. The DFO then asked the Board to identify what "success" meant with regard to the ARRA programs. This idea was embraced by the Board as a whole because determining a comprehensive definition of "success" answered two questions: one, how to define "success" to assist with the collection of stories for EERE; and two, it gave the Board an outcome for them to use when crafting on their action-plan as a Resolution. Sentiments were expressed that the definition needed to encompass short-term, medium-term and long-term definitions, contain references to ARRA objectives, incorporate Assistant Secretary Zoi's four goals, and also include a human dimension about changing the public's view of energy.

On November 11, 2009, the STEAB unanimously adopted the below as their official recommendation of "success" and agreed to use this as a tool with which to focus the outcome of their future Resolutions. The Board concept of "success" is as follows:

"Success has both a near-term and a long-term definition.

Near-term success needs to demonstrate that the objectives of ARRA and DOE continue to be accomplished. These objectives include creating jobs, saving energy, generating

renewable energy, and reducing greenhouse gas emissions, as well as transforming the market by reaching individuals and enhancing the value of clean energy.

Long-term success is a combination of the above and the sustainability of the ARRA goals beyond the three-year program life.

An effective implementation and communication strategy is required to achieve both near-term and long-term success. That strategy must include coordination and cooperation that is mutually beneficial to State and Local stakeholders and DOE.

Reaching these objectives will result in success stories characterized by the human dimension. STEAB will work with DOE staff to identify and promote success stories of the benefits of clean energy at the local level."

Upon reaching consensus with regards to the concepts of "success", Board member Duane Hauck volunteered to spend time developing a draft Resolution that spoke to cooperation between SEO's and Universities as an effective way to engage the public. Building off of what the Board had learned over the last few days, everyone agreed the Resolution should contain the idea of using the already existing Extension Services and University systems to disseminate to the public information and education surrounding energy efficiency and renewable energy advantages and technology. The success of this Resolution would be measured in the transformational education of the public and changing energy habits.

The draft version was presented to the Board on the final day of the meeting and addressed the issue that most Americans do not fully appreciate or understand the significant benefits renewable energy and energy efficiency technologies offer. Community education, which leads to transformational learning, is needed in order to capture the hearts and minds of Americans regarding the benefits of clean energy. The recommendation encouraged DOE to initiate a dialogue with USDA to establish formal agreements with the purpose 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, to the benefit of all parties. As the Board began revisions and discussion surrounding what was now known as draft Resolution 10-01, the Board clearly saw the connection between the purpose of the Resolution and Assistant Secretary Zoi's four goals. Broad collaboration in an effort to further expand education spoke to the goal of "Speed and Scale," and the idea of transformative education of the American public spoke to "Capturing Hearts and Minds." Additionally, if the proposed program outlined in the Resolution was able

to move forward, the program would then meet the Assistant Secretary's goal of "High-Impact Innovation."

After multiple group discussions and revisions to this draft Resolution during the December 2009 and January 2010 teleconference calls, the STEAB unanimously adopted Resolution 10-01 on January 21, 2010, and submitted it to Assistant Secretary Zoi for review and feedback on January 29, 2010. The Board credited the inspiration for this effort between DOE and USDA to their meeting in Raleigh, NC, where the benefits of partnerships, collaboration, cost-sharing and education were the focal point of the entire Board meeting and subsequent presentations and ensuing discussions.

The Board felt strongly that this particular Resolution had the potential to open up a new communications channel for DOE that would allow for distributing energy information to the "lay public" – and would thus be a win-win-win for all parties involved.

March 2010 Board Meeting:

Washington, DC

November 30, 2009, brought with it the retirement of several members of the Board and the appointment of new members. With that change, new members of the Executive Committee were also appointed. Janet Streff from Minnesota became the new Board Chair, and Paul Gutierrez from New Mexico became the Board's Vice Chair. These administrative changes also called for the Board to elect a new Secretary. At the March meeting in Washington, DC, from March 9 – 11, 2010, John Davies of Kentucky was unanimously selected Board Secretary.

The purpose of this second meeting of Fiscal Year 2010 was to help the STEAB maintain an active dialogue with EERE's executive leadership and knowledge of technology readiness through certain Program Managers. The focus of the meeting was discussing the impact and progress of programs begun under the American Recovery and Reinvestment Act (ARRA), and its effect, both positive and negative, on State Energy Programs (SEP), Weatherization Assistance Programs (WAP), and the Energy Efficiency and Conservation Block Grant Programs (EECBG). This meeting also allowed the Board to receive an update on commercialization and deployment activities from the EERE Commercialization Team, as well as to learn about the success of "Integrated Deployment" efforts in Hawaii and other countries.

Dr. Kathleen Hogan, Deputy Assistant Secretary for Energy Efficiency, opened the March meeting by presenting brief opening remarks as well as a short update on the current challenges EERE is facing with bringing new technologies into the marketplace. She noted the strong commitment at DOE to bring energy efficiency and renewable energy to scale; and the administration is accomplishing this by addressing technology, policy, and workforce issues which all affect entry into the marketplace. At the Board's request, she also outlined the top priorities EERE is hoping to accomplish in Fiscal Year 2010. Those priorities are:

1. Spending American Recovery and Reinvestment Act (ARRA) funds quickly but effectively;
2. Setting and maintaining appliance standards;
3. Maintaining and improving building codes by providing technical assistance for training and enforcement; and
4. Focusing on the Federal Energy Management Program (FEMP) and how best to use rules governing energy efficiency regulations in government buildings, while working on residential retrofits.

In the subsequent conversation, Dr. Hogan also noted that her office is investigating an investment in regional offices to aid in meeting these priorities. John Davies and Board Chair Janet Streff reminded Dr. Hogan about previously submitted Resolution 09-04, which spoke directly to this issue. Resolution 09-04 addressed utilizing a regional presence to facilitate communication and provide technical assistance to States and local government, and suggested that the administration review the Resolution again because it directly applies to what EERE is exploring.

Ms. Claire Johnson, Program Manager of the Office of Weatherization and Intergovernmental Programs (OWIP), provided an overview to the Board about the challenges OWIP is facing with regards to SEP, WAP and EECBG, outlining three main areas of concern specifically with regards to SEP and EECBG. The National Environmental Policy Act (NEPA) needed additional information from States in order to make a determination about projects, which is why States are complaining about the slow NEPA approval process. Another area of frustration surrounds how slow ARRA money allocated to SEP is moving within the States, and the final challenge is the collection of jobs data for projects which received ARRA funding. Ms. Johnson noted that for EECBG specifically, the technical review process was more daunting than originally thought and it was taking much longer to complete.

The ensuing Board discussion focused on ways the STEAB, as an Advisory Committee to EERE, and therefore encompassing OWIP, could assist the program with solving these issues. Philip Giudice offered for the Board to assist with jobs reporting, noting the Board represented 20 different States and could at least begin providing the needed information from those represented. Ms. Johnson acknowledged that this was a big challenge for her office and could use the Board's influence to compel States to accurately gather and report on not only job's data, but also with data gathering on what SEP and EECBG money has been spent or will be spent once contracts are signed. Accurate reporting of ARRA money is of paramount importance to the administration and remains a major challenge of OWIP and other programs.

In light of the challenges raised during Ms. Johnson's presentation and the following discussion, the STEAB resolved to establish an official Sub-Committee to tackle the issues and concerns regarding the EECBG Program. This sub-committee was named the EECBG Sub-Committee, with outlined objectives such as to make recommendations to the Assistant Secretary for EERE on the goals and objectives of the EECBG Program; make administrative and policy recommendations to improve the EECBG Program; serve as a liaison between the EECBG recipient Cities, Counties, Tribes and States and the DOE on the EECBG Program; encourage transfer of the results of the EECBG activities carried out by the Federal Government; and report on the activities carried out by the Sub-Committee to the STEAB. Any and all recommendations or findings of this Sub-Committee would be reported to the STEAB directly, which as the parent committee would take official action to adopt, reject, or move forward with findings from the EECBG Sub-Committee. Mark Johnson was selected to be the Sub-Committee Chair, and the Board unanimously voted to create the Sub-Committee on March 8, 2010.

It was also at this meeting that the Board heard for the first time from Mr. Steve Lindenberg, Senior Advisor for Renewable Energy. His focus is on "integrated deployment", which is a comprehensive approach to clean energy utilizing a variety of renewable technologies in a way that creates transformational change. A large part of this is using this process to create a model for replication in other areas. There are issues which surround existing technology already in areas which are looking to utilize the integrated deployment model, and the challenge is how the *existing* infrastructure can be used to support this multi-dimensional model. Mr. Lindenberg informed the Board that policy and economics are the biggest hurdles when trying to promote this program across the country. The questions are: "What is the draw for investors and policy-makers and how does the DOE make the marketplace attractive?" and "How does DOE effectively bring technical, policy and marketplace stakeholders into a successful partnership?"

Mr. Lindenberg then walked the Board through the steps of how to implement a successful integrated deployment model, but noting the first step is to build a stakeholder partnership and then establish a framework from which to operate. Next, one would need to tackle the policy issues, the technical questions, and economic viability of the project as a whole, with the final step being to guarantee the early deployment of technologies within the area. He cited examples in Hawaii, Iceland, and New Zealand, where programs like this have been wildly successful, and noted the real key to sustainability and success is “buy-in” at all levels of the process along with the process itself managed effectively through strategy, leadership and effective planning. The ultimate goal of this type of deployment, he noted, was to create a model or “road-map” which could be replicated in all types of communities while understanding that each is different, and has different resources from which to draw, and different needs which must be met.

With the emphasis for integrated deployment being on partnerships, stakeholder engagement, and collaboration, the Board recognized a theme arising both in this meeting and in the previous; partnership with other agencies, be it Federal or State, was key to the successful outcome of technology development, deployment and sustainability. Without the establishment of these partnerships and a mutual understanding of the benefits and challenges, renewable energy and energy efficiency technologies would face major obstacles with regards to large-scale deployment and market opportunity. Along with the establishment of partnerships, it became clear that education is also of paramount importance. The Board realized obtaining “buy-in” from partners would never be achieved if the merit of these types of technologies and programs were not understood. Successful implementation of technologies and this integrated deployment model would only succeed if the value was clearly defined and the capacity, both financial and intellectual, was in place.

Based on the previous discussion, the Board saw an opportunity to revise the old strategic direction, and refocus their tasks moving forward to be one aimed primarily at deployment, commercialization, market transformation and education. Drawing from their Charter, Legislative mission, the ideas in Resolution 10-01, the information garnered from the November meeting, and the presentations delivered thus far at the March meeting, the STEAB participated in a facilitated Board discussion to prepare a new set of goals which would focus their efforts throughout the current administration and into 2012.

This new direction and area of focus became known as the “Priorities Through 2012” document. Each one of these priorities aimed at a number of objectives: aiding the Assistant Secretary accomplish her four goals, supporting DOE’s objectives of increasing national security and reducing the country’s dependence of foreign oil, and focusing on areas specifically related to the STEAB legislative mission within EERE. The Board spent much of their time in the March meeting engaged in a discussion where the old Strategic Direction was reviewed for relevance to the current political and economic situation, and also evaluating Assistant Secretary Zoi’s four goals for EERE, to determine new areas on which to center their activities. In lieu of creating specific focus areas, as was previously done with the old Strategic Direction and which they felt were too limiting, the STEAB created a general list of topics and issues they agreed needed to be addressed. Since the Board has a State focus and responsibility to represent the States within DOE, most of the priorities revolve around ARRA funding and projects. However, many of the priorities are long-term concepts for the Board to maintain a focus on once ARRA funding runs out. Since the majority of these priorities align with the current administration, they felt it appropriate to label this new action plan “Priorities through 2012.”

As the discussion and formation of the “Priorities Through 2012” occurred, certain concerns and challenges were raised. Most of these surrounded issues such as transformational education and finding a balance between the successes of short-term-funded ARRA projects, while trying to maintain long-term stability of existing programs, changing consumer behavior, and overcoming the internal DOE politics. The Board identified these challenges existed and realized in order to fulfill their priorities, these challenges also needed to be addressed.

Another presentation which spurred discussion towards a second Resolution of FY 2010 was given during the March 2010 Board meeting by Mr. Gil Sperling. Mr. Sperling spoke to the Board about the Clean Energy Road Show initiative, which works to bring renewable energy and retro-fit information to the public and policy makers around the country. The goal is to build on existing discussions surrounding renewable energy and clean energy, and begin collaboration at the local level to bring these initiatives forward. Creating and maintaining a dialogue at the local level with policy makers, he reiterated, was a key component of these shows. Citing a specific example of how Road Shows were able to educate consumers and change existing perceptions of clean energy, was in Indiana. During that show, consumers realized if they choose to invest in energy efficient building materials, electronics, and home appliances, they would not have to worry about increased energy costs because these items use electricity more efficiently and therefore cost less to operate. By showing consumers the “true cost” of energy in

an efficient appliance, DOE demonstrated the overall savings to consumers and alleviated concerns about rising energy costs.

Board Secretary John Davies commented to Mr. Sperling that he was happy to hear regional engagement is the focus of this initiative, and Mr. Sperling noted this kind of work *cannot* be done from Washington, and it was imperative to have local partners who bring consumers and policy makers to these shows. The Board pointed out that there was a previously written Resolution which spoke to the importance of regional engagement to change consumer behavior, and this is something the STEAB continues to recommend to the Assistant Secretary.

Recognizing the critical importance of having a “regional presence” to creating transformative thinking about clean energy, the Board created a draft of their second Resolution of FY 2010 entitled "Strategic Focus on the Need for a New EERE-Wide Implementation Paradigm through Partnerships and Collaboration." In this draft Resolution, the STEAB recommended EERE support and foster the creation of local/State/Regional and inter-agency mechanisms and meaningful collaborative partnerships to drive bottom-up outcomes, including innovation, job creation, and stakeholder engagement. For example, the STEAB noted how it supports the appropriate expansion of current DOE pilot stakeholder “road show” engagement, integrated deployment, and other initiatives. This draft Resolution also speaks to the fact that the Board recognizes the need for a paradigm shift to occur in the utility and regulatory structure. DOE should be the initial convener of meetings with regulators so a discussion can begin about how to restructure existing regulations in a way that would facilitate change from a bottom-up approach. Until this paradigm shift can occur, the Board is concerned that any future action or recommendation will fail to be successful. During a review of the draft at the March meeting, the Board provided feedback, edits and comments; and Dan Carol revised the draft and submitted a formal finished Resolution to the Board for consideration during the April and May 2010 teleconference calls. The Board unanimously approved Resolution 10-02 on April 20, 2010.

May 2010 Executive Committee Meeting:

Washington, DC

John Davies, Board Secretary, Paul Gutierrez, Board Vice Chair, as well as DFO Gary Burch, traveled to Washington, DC, on May 25, 2010, in order to meet with senior

members of the Office of Management and Budget (OMB), and Assistant Secretary Cathy Zoi. The purpose of these meetings were to continue the discussion about Board Resolutions and implementation of those recommendations, discuss communication between the Board and DOE, and also to update both organizations on the current activities of the STEAB and future endeavors of the Board.

Mr. Davies and Mr. Gutierrez met with Ms. Sally Ericsson of OMB and shared with her not only last year's STEAB Annual Report, but the newly developed "Priorities Through 2012" document. It was outlined to Ms. Ericsson that this list not only aligned with the goals and focus areas of Assistant Secretary Cathy Zoi, but also looked to support short-term objectives of ARRA funds while simultaneously taking a longer-term look and interest at trying to sustain said programs. These Priorities also speak to goals and objectives which are of particular importance to the STEAB, as they address specific State objectives and issues.

Continuing this discussion about maintaining momentum of ARRA-funded programs and projects, Ms. Ericsson proposed the STEAB review the funding mechanisms which are in the Climate Bill, as they relate to supporting State priorities and programs. She asked for STEAB to provide feedback on the language outlining the funding mechanisms and was looking for a response by the early Fall of 2010. As a response to sharing Resolution 10-01 with OMB, Ms. Ericsson suggested USDA Secretary Vilsack would definitely have an interest in discussing Resolution 10-01. She also thought it would behoove the Board to begin a dialogue with USDA about a partnership with DOE.

Directly following this meeting, the Executive Committee and DFO met with Assistant Secretary Zoi as well as Dr. Kathleen Hogan at DOE headquarters. The items on the agenda for this meeting included a review of the new "Priorities Through 2012," a brief overview of the newly formed EECBG Sub-Committee, as well as a discussion on communication between the Board and EERE with regards to the submission of Resolutions , and finally an update on what was forthcoming with the STEAB for the remainder of FY 2010.

During the discussion regarding the formation of the priorities document, the Executive Committee emphasized how the Board's priorities represent the Assistant Secretary's four strategic goals, while utilizing her three filters the Board learned about at the August 2009 meeting during FY 2009. Because the Board is comprised of representatives from SEOs, WAPs, SGEs, and others, the priorities also reflect the State goals of continuing the momentum generated by the Recovery Act and keeping the

programs successful. It was noted that facilitating education at the local level to elicit transformative change in understanding energy efficiency and renewable energy is of paramount importance to the STEAB.

During the meeting, it was communicated that EERE was pleased to hear that one of the Board's priorities was to focus on keeping ARRA programs successful once the ARRA funding is gone. Assistant Secretary Zoi mentioned partnerships with local businesses, partnerships with financing organizations, working with PACE, and local communities all assist with maintaining momentum of these programs, and was pleased to see that focus repeated in the priorities.

When presented with another copy of the Board's Resolution 10-01, the Assistant Secretary mentioned she had just heard about this Resolution and apologized for the delay in a response. The Executive Committee noted that Dr. Hogan had responded to the Resolution the day before, on May 24, 2010, and that they looked forward to taking action on this Resolution beginning at the June meeting. The Assistant Secretary then committed that communication from her office would improve, and reaffirmed herself as the point-of-contact for future Board Resolutions.

During these candid discussions, Assistant Secretary Zoi communicated to the Executive Committee her personal predisposition that it is okay if the Board reaches out and has discussions with organizations, like USDA and others, without waiting for her approval. She would much prefer the Board begin conversations and come back to report the outcome of these discussions without waiting for a response in order to move forward in a timely manner. She did, however, warn the Board not to make *commitments* on behalf of DOE, but beginning dialogues about what is happening at the local level is exactly what the administration needs.

The meeting at DOE concluded with Assistant Secretary Zoi reminding the STEAB that EERE as an organization understands the Board is aware of what is happening at the local level, and has the ability with its diverse membership to look for synergies regarding how DOE can improve overall program performance. They affirmed the Board fills a void left within States when DOE Regional Offices closed in 2006, and the Executive Committee agreed that this is an area where the Board can begin to facilitate conversations between States in order to communicate best-practices and challenges faced by the States.

As the meetings in DC wrapped up, the Executive Committee and the DFO discussed, in light of what was learned earlier, what to specifically address during the upcoming

June meeting. The group identified areas where there would be potential for the creation of other sub-committees or small groups to assist DOE's and OMB's objectives, and continue the momentum begun at the previous two live Board meetings. The following were identified as potential small-group options:

1. Climate Change Review Task Force – Review funding mechanism language as requested by OMB.
2. USDA/DOE Interface Group – A group focused on moving forward with Resolution 10-01 in response to Assistant Secretary's suggestion to begin convening conversations without committing DOE resources.
3. Finance and Technology Deployment – A group focused on deployment and technology transfer out of Labs and into the marketplace.

These new opportunities for the Board that evolved out of the DC meetings, along with the possible formation of small groups or Task Forces to focus on specific topic areas, were the focus of discussions in June during the final STEAB meeting of FY 2010.

June 2010 Board Meeting:

Lakewood, Colorado

National Renewable Energy Laboratory (NREL)

The final meeting of the STEAB during FY 2010 was a comprehensive meeting which addressed a variety of topics that had been raised throughout the year. The June meeting dealt with a review of the "Priorities Through 2012" document, a conversation of ways the Board can continue to support DOE's commercialization and deployment efforts, ways to encourage market transformation, and included presentations from NREL staff and a tour of the NREL campus. As the end of the Fiscal Year approached, the Board wanted to make sure headway was made with regards to their "Priorities Through 2012" and therefore structured the meeting to include updates on collaborative activities which facilitated renewable energy and energy efficiency advancement. This discussion ultimately included the formation of STEAB Task Forces, as suggested after the May Executive Committee briefings to DOE and OMB.

Ms. Casey Porto, the Sr. Vice President for Commercialization and Deployment at NREL, provided an update to the Board about the new Lab contract which restructured the organizational chart so that the Commercialization and Deployment sector moved up the chain-of-command, thus emphasizing the importance of technology transfer from laboratories to the marketplace. In her role as head of the Commercialization and

Deployment sector, the focus is on getting technology into the marketplace faster, while making sure existing technologies are broadly adopted, all while considering the barriers to marketplace entry facing new technologies. The Board, with its interest heavily focused on technology transfer, then listened to a presentation from Mr. Bill Farris, the Vice President for Commercialization and Deployment, who provided an overview of what types of deployment and commercialization are done at the labs.

Some of the activities the STEAB heard about were the Technology Portal, which is a new live site working to enhance the visibility of EERE-generated technologies and increase licensing deals. The goal is to bring new and emerging technologies together in this one location to improve the marketing of these technologies. Another focus of the office is to incorporate “best practices” for commercialization. NREL has an external goal to increase customer satisfaction, while also working on an internal goal of increasing invention output. NREL wants to evolve technology and customer perceptions in order to solve current energy issues. To that end, over the past several years, NREL has entered into 82 Cooperative Research and Development Agreements (CRADA’s) and Work Force Agreements (WFO’s) for a contract total of over \$63 million.

Additionally, Mr. Farris told the STEAB about four important programs within NREL which are helping to encourage commercialization and deployment. The Clean Energy Entrepreneurship Center is focused on changing the culture at NREL by providing innovation at the intersection of the public and private sectors as they relate to entrepreneurship and venture capital. Gaining access to capital is a fundamental need for emerging technologies, and that capital must be applied to new business with well trained staff if a new technology is to succeed in the marketplace. Secondly, the Commercialization Assistance Program helps energy efficiency and renewable energy small businesses, by providing access to NREL scientists with expertise relating to technology challenges faced by these small businesses. The third program is the Venture Capital Network, which enables collaborators to focus scientific efforts on the development or fostering of impactful technologies that can help to serve an unmet market need. Finally, the NREL Industry Growth Forum is an event for innovative clean energy start-ups to maximize their exposure to venture capitalists, corporate investors, and other partners. Since 2003, the clean energy companies have raised more than \$3.4 billion in growth financing. When Gary Burch asked Mr. Farris how the Board could help NREL be successful with these programs, Mr. Farris said that the need right now is to get States connected to NREL, as well as other Labs, so that the SEO’s and even private entrepreneurs have an opportunity to learn about what types of technologies are being developed so that there can then be a “market pull” out of the

Labs, instead of just a push. Also, Mr. Farris acknowledged that States need help solving their energy issues, and NREL would be more than willing to help, but the States just have to first get connected to the Labs.

Since being inspired by the successes of public-private partnerships the Board learned about at the Raleigh, NC, meeting, the STEAB asked Ms. Porto to please elaborate on any current successes NREL was having with partnerships. The Board was looking for best-practices or guidance as they would begin moving forward with Resolution 10-01, which encouraged a partnership between USDA and DOE to bring energy education to local communities using the State Extension Service. Ms. Porto spoke about the Colorado Center for Renewable Energy and Economic Development (CREED), which is a State and Federal partnership. CREED was developed as a kind of 'ecosystem' of stakeholders who support clean technology start-up companies in Colorado. This brings different partners under one roof and creates a forum in which to showcase the technology, train people how to use the technology, allow access to capital for the growth of the technology, and then find the skilled workforce in which to implement the technology.

The second partnership Ms. Porto spoke about was the Solar Technology Acceleration Center (SolarTAC), which is a public-private partnership put in place to accelerate the market adoption of solar technologies. Three private companies founded the Center, but there are also two sponsoring companies and a management group which operates and runs the facility. The facility allows for the research, demonstration and testing of solar technologies at a commercial scale. NREL got involved in the Spring of 2010 and assisted the center with being able to expand test capacity and validate privately-funded solar technologies without the initial investment of market capital. Also, being a partner in this endeavor puts the Lab in a better position to view how their own technologies operate under large-scale conditions. It also provides NREL with the opportunity to collaborate with private companies and other industry experts in order to advance solar technology. Currently, NREL has two SolarTAC projects underway – one is a CSP project on how to make CSP technology more financially feasible, and the other centers about CPV.

After these presentations and a brief review of concentrated PV and small CSP technologies by Craig Turchi and Sarah Kurtz, the Board then took the afternoon to tour the NREL Campus. Led by John Horst, the Board visited the Alternative Fuel User Facility, the Science and Technology Facility (including the Process Development Integration Lab), and the Solar Energy Research Facility (SERF). In the SERF Auditorium, the Board was greeted by senior staff at NREL and the architects of the

new LEED Platinum Research Support Facility (RSF), who discussed not only the design behind the RSF building, but also the current energy efficiency and renewable energy programs and partnerships occurring at NREL.

Prior to the Board beginning their facilitated discussion, Carol Tombari, on NREL's staff, spent time talking to the group about her experiences talking to decision and policy makers in order to educate them about EE and RE technologies. Over the years, the conclusion she has drawn is there is a lack of awareness about what choices are available with energy efficiency and renewable technologies. Additionally, the quality of information lawmakers are given is not good enough because the lawmakers themselves do not know the right questions to ask and therefore do not always get the best education and information. Ms. Tombari reiterated during her discussion that education is the key to policy makers and consumers making the right decisions about energy. When asked by the STEAB about her suggestions on how to better inform the public about these energy issues, Ms. Tombari suggested educating the energy efficiency and renewable energy champions in each State and then encouraging those individuals to travel to utility companies, schools, and town hall meetings to inform the citizens of their State about energy efficiency and renewable energy options.

A facilitated discussion followed Ms. Tombari's presentation in which the Board began by focusing on ways to better connect National Labs like NREL to the constituents not only in the State where the Lab was located, but also to other communities concerned with energy issues. The entire Board agreed that communication was key and the National Labs needed to better understand the roles of SEO's in each State, so that the Lab could then work on outreach, communication and deployment via the SEO's existing infrastructure. Others, like Vaughn Clark, commented that in general the National Labs needed to be more transparent. Coming from Oklahoma where the State does not have a National Lab, his SEO is unaware of a lot of the technology and development occurring at NREL and other Labs because there is a lack of transparency and marketing of these new technologies. The Board ultimately concluded that DOE needed to form a marketing and communications group to help facilitate communication between Labs, States, and DOE in order to really advance energy efficiency and renewable energy technology and policy. Without at least some sort of "market push", there will never be a "market pull" which will assist with deployment and commercialization.

The suggestion was then made that the STEAB could start convening meetings and beginning dialogues with Labs, States and other agencies to combat the National Lab-to-State communications issue, and then demonstrate to DOE what the Board has done,

in lieu of waiting for the permission to do so. This comment grew out of feedback from Assistant Secretary Zoi who, earlier in May, told the Executive Committee that the STEAB can go out and “do”, as long as no DOE commitments to agreement or programs requiring EERE resources were made. One of the ways the Board could begin working to this end was to move forward aggressively with Resolution 10-01. The Board had already received an official response from Dr. Kathleen Hogan back in May, and had been told to move forward with gauging interest between USDA and DOE with regards to a possible collaborative educational effort.

Noting that promoting consumer education efforts and facilitating the development of more active relationships between DOE and State/local programs were two of the listed Board “Priorities Through 2012,” the facilitator reminded the Board that they had just worked towards meeting two of their priorities by resolving to take action on Resolution 10-01. Asking the group to review the priorities and see if there were other actions the Board could take to meet these, Philip Giudice of Massachusetts suggested the STEAB should give DOE a “report card” on how well they are supporting the States to showcase this communications issue. This report card would show DOE why the States are not able to advance the EERE agenda as quickly as DOE would like. This would assist with not only the facilitation of a better relationship between States and DOE, but also help to meet the priority of supporting successful implementation and deployment of EERE Programs.

Bringing this discussion full circle, Paul Gutierrez, Board Vice Chair, who was acting Chair during this meeting due to Janet Streff’s absence, reminded the STEAB that they were able to form Sub-Committees or small groups to tackle some of these issues and advance the work on the “Priorities Through 2012” document. Elaborating for the whole Board about what the Executive Committee talked about after their meetings in Washington, DC, he noted perhaps there could be an “outreach Task Force” to handle State and DOE relationships, and a “USDA Task Force” which would link DOE to USDA in a way to advance Resolution 10-01. As others pointed out, the Office of Management and Budget wanted STEAB to look at the Climate and Energy Bill and provide feedback. Perhaps that is another opportunity for a STEAB Task Force.

The Board wholeheartedly embraced this idea and Cecelia Johnson-Powell added that there should be a “weatherization Task Force” as well to tackle the issue of low-income housing issues and loan programs. Vaughn Clark insisted if these Task Forces are established that they have to have concrete goals and objectives, not just an abstract idea of what could be done. Ryan Gooch agreed and suggested there also be a task force for STEAB meetings, noting that many commented about the need for better

structured presentations with more time allotted for questions and discussion. Paul Gutierrez then asked the Board to focus on moving forward with Task Forces noting that Resolution 10-01 already outlined an objective in the document itself which could act as the concrete deliverable of a potential USDA Task Force.

Building off of the Task Force notion, Gary Burch asked the Board to formally identify and name Task Forces which could function as independent groups to accomplish some of the “Priorities Through 2012”, as well as other tasks and issues raised during the meeting. All members agreed that the following Task Forces should be established:

1. STEAB Agenda Task Force
2. Climate Change and Energy Bill Task Force
3. Deployment Task Force
4. HUD/DOE Task Force
5. USDA/DOE Task Force

Mr. Burch encouraged the Board to formally adopt these Task Forces as sub-groups to the STEAB. These five Task Forces were unanimously adopted by the STEAB on June 9, 2010. Setting up Task Forces was, the Board felt, the best way to meet a variety of challenges and produce the best and quickest results in a way that was most beneficial to EERE. The STEAB then took time to assign themselves to one of the five Task Forces and appointed a Chair to each one, who would organize future teleconference calls and, if needed, meeting dates.

As facilitated discussion continued, the Board focused on ways to use the Task Forces to meet all the priorities in the “Priorities Through 2012.” The group noted how the USDA/DOE Task Force was already working towards facilitating the development of more active relationships between DOE and State/local programs, as well as promoting consumer education efforts. Cecelia Johnson-Powell asked the Board if the HUD/DOE Task force could undertake the priority of understanding common issues facing other organizations and becoming of value to these organizations through partnering as well as work on the priority of accelerating the growth of “green jobs.” Peter Johnston wanted to make sure the Agenda Task Force invited speakers to Board meetings who would properly address State-level policy. Coupled with that he asked that the Agenda Task Force create a list of speaker-specific questions for the presenters to answer about how the STEAB can assist the DOE with the implementation of programs or policies. He felt this was a way to make the meetings more robust because the speakers would then specifically be addressing issues of interest to the STEAB, as well as providing the Board with the guidance of how to proceed with solving some of these issues.

As the meeting came to a close, Gary Burch asked the Task Forces to continue the momentum begun at this June meeting and to complete a Task Force Outline which would summarize the objectives, deliverables, and establish a timeline for each Task Force's accomplishments. These outlines would then serve as a general "business plan" to help guide current and future activities for each group. All members of the newly established Task Forces left the June meeting with specific deliverables and objectives to accomplish before meeting again during FY 2011.

Task Force Meeting and Briefing with DOE Technology Transfer Coordinator

September 16, 2010

Washington, DC

In September, members of the USDA/DOE Task Force came to Washington, DC, to begin convening independent meetings with USDA and DOE officials to gauge interest in partnering on the program outlined by the STEAB in Resolution 10-01. It was also during this time that the Designated Federal Officer and Board Secretary met with Dr. Karina Edmonds, DOE Technology Transfer Coordinator, in order to introduce her to the STEAB, its activities, and look for ways Dr. Edmond's work and the STEAB's could correlate to further each other's endeavors.

On September 16, 2010, Duane Hauck and John Davies met with Dr. Ralph Otto, Assistant Director of NIFA within USDA, to discuss Resolution 10-01 and gauge interest from USDA in partnering with DOE in a potential educational outreach program. Based on the meeting, the Task Force felt the feedback from USDA was positive; and the interest level in a partnership of this kind was very high on the part of USDA. It was also on this day that DFO, Gary Burch, and STEAB member Larry Shirley met with Michelle Fox of DOE to discuss Resolution 10-01 and explore the possibility of a partnership with USDA. According to the outcome of that meeting, both Mr. Burch and Mr. Shirley felt there was a positive reaction from DOE.

During both live meetings, USDA and DOE received copies of the Board's Resolution 10-01, as well as a copy of the USDA/DOE Task Force outline which laid out the next steps to moving forward with an inter-agency partnership. As determined at these meetings, the next step for the Task Force was to have a conference call with Kathleen Hogan and Michelle Fox to continue discussions surrounding a potential formal

collaboration between DOE and USDA, with a goal of ultimately establishing a MOU to be signed by both agencies in partnership with State Energy Offices (SEO's) and Extension Services in order to encourage EE and RE education at the local level. Finally, the USDA/DOE Task Force hopes to meet with USDA and DOE officials in November 2010 during the first STEAB meeting of FY 2011.

While the Task Force was in DC, the DFO and Board Secretary, John Davies, and Larry Shirley also met with Dr. Karina Edmonds. Dr. Edmonds currently holds the position of DOE Technology Transfer Coordinator, a position created in 2005 but left vacant until her appointment. Her responsibilities are to accelerate technology transfer within DOE, assist with streamlining partnerships, work to create clean energy jobs, and act as a point-of-contact at headquarters for all tech transfer needs. Currently, DOE has two groups which deal with tech transfer; one, representatives from the National Labs in the tech transfer working group, and two, the Technology Transfer Policy Board. Dr. Edmonds liaises with both groups. Her vision is to encourage the public to gain familiarity with the Labs in their States in order to create an innovative infrastructure that provides a framework for exchange of information, and connects stakeholders and accelerate tech transfer from the Labs to the Commercial Sector. To do this well, she is trying to engage scientists directly in the transfer of their technology and help them recognize the value of the commercialization.

Mr. Burch and Mr. Davies then introduced Dr. Edmond's to the STEAB's "Priorities Through 2012" document, the Board's Charter and legislative mission, as well as highlighted the Board's work on deployment and collaboration with regard to the newly formed Task Forces. Dr. Edmonds indicated to the STEAB that the "Priorities Through 2012" document parallels her goals for her position. She asked if the Board saw ways to help her do her job better, and Mr. Burch commented that though the STEAB cannot provide financial assistance, they can certainly assist with the dissemination of information as well as facilitating a discussion about deployment within the State. Mr. Davies mentioned the STEAB can help encourage States and their agencies to be early adopters of technology from the Labs and to help create market pull through early implementation. With each STEAB member having contact with State programs and offices, there is an opportunity to facilitate outreach directly and help the State understand what is available to them. Dr. Edmond's noted market pull is the biggest challenge she is facing, but they are using a Technology Portal as a resource to highlight new and emerging technologies in order to help create this pull. The STEAB members noted that Wendolyn Holland and staff at NREL had previously informed the Board about this portal and perhaps there is a potential for another STEAB Task Force

to be formed to help Dr. Edmonds in her role, while also assisting the STEAB carry out their legislative mission.

The meeting concluded with the promise that Dr. Edmond's would speak to the STEAB at their first Board meeting of FY 2001, slated for November 2 – 4, 2010. The group promised to maintain an active dialogue with Dr. Edmond's and her office in order to facilitate the movement of EERE technology from the Labs into the marketplace, which will assist with solving some of the Nation's energy issues.

STEAB'S "PRIORITIES THROUGH 2012"

Under the previous administration, the STEAB created a "Strategic Direction" by using their Legislative Mission as a guide and developing four specific selected areas of focus. These four focus areas were predominantly determined by the vision of the previous administration and the direction EERE was moving in under the previous Assistant Secretary. The four chosen areas were selected based on the idea that the Board's efforts would be evaluated on an on-going basis and re-assessed annually in order to maintain relevancy. The four major areas which made up the past Strategic Direction were as follows:

1. Facilitate Renewable Energy Advancement;
2. Accelerate Energy Efficiency Market Transformation;
3. Facilitate Technology Commercialization/ Deployment; and
4. Enhance Federal/ State/ Local Synergies.

These focus areas were kept purposefully broad in order to encompass a wide variety of activities which fell under the purview of EERE. Unfortunately, funding for market deployment and commercialization opportunities, part of the majority of these activities, was limited; and therefore Resolutions and recommendations were all but ignored. That changed with the American Recovery and Reinvestment Act (ARRA).

ARRA provided unprecedented funding to DOE, and specifically to EERE programs, and created opportunities for the STEAB to play an even larger role than they had in the past. The scope of this funding highlighted the necessity for better communication between Federal and State government with regard to energy efficiency and renewable energy programs and projects. The STEAB, as a liaison between States and DOE, understood communication between these two groups was of the utmost importance to ensure that Federal funds were being properly allocated on projects that would have a lasting and sustainable impact.

The goals of ARRA are three-fold: create jobs, stimulate the economy, and spur economic growth. Accountability has been a major feature of the Recovery Act as well, and the President committed to provide transparency and accountability. The STEAB expressed a keen interest in undertaking that role by working directly with States to encourage them to get information and reports in on time, collect and submit success stories involving Stimulus funds, and provide a forum in which questions and concerns can be answered swiftly and comprehensively. The Board did this, specifically, with the creation of the EECBG Sub-Committee to undertake these challenges for the EECBG Program.

At the March 2010 meeting, the Board redefined their direction moving forward to align more directly with the three goals of the Recovery Act, the four focus areas outlined by Assistant Secretary Zoi, as well as the legislatively mandated activities of the Board. During a facilitated discussion, and ensuing Board discussion, the STEAB determined and established a list of what it recognized as the top priorities on which to focus its efforts through 2012. These included activities that actively support energy efficiency and renewable energy market growth throughout the United States. The following are the identified STEAB priorities:

1. Enhance State / Regional EE & RE capacity;
2. Facilitate the development of more active relationships between DOE and State / local programs;
3. Understand common issues facing other organizations and become of value to these organizations, perhaps through partnering (e.g., U.S. Conference of Mayors; NGA; NARUC; NASCUA; etc.);
4. Support successful implementation and deployment of EERE Programs;
5. Promote consumer education efforts;
6. Encourage the implementation of EE and RE technologies and services;
7. Propose and support strategies to maintain State activities after the ARRA funding is no longer available; and
8. Accelerate development of “green” jobs at State / local levels.

Based on these priorities, the Board determined that the most effective way to expeditiously meet and achieve these priorities was to divide the Board into five separate Task Forces, each of which would tackle a specific priority on the list.

The above list was compiled during the March 2010 meeting in Washington, DC, edited during the April teleconference call, and unanimously adopted on May 20, 2010, during the May teleconference call as the STEAB’s “Priorities Through 2012.” This document was subsequently shared with Assistant Secretary Zoi, members of OMB, and was posted to the website at www.STEAB.org. The official Board adopted document can be found directly following this report, as Appendix E.

It is further expected that the Board will continuously review these priorities and will revise them as needed, in response to evolving political drivers, economics, opportunities, etc.

RECOMMENDATIONS

During Fiscal Year 2010, the Board's meetings, teleconferences, and internal discussions allowed for evaluations regarding the rate and quality of progress in energy efficiency and renewable energy technology development, deployment, demonstration, and commercialization. The Board also recognized the need to help EERE and DOE meet and exceed important energy, economic, and environmental issues while continuing to preserve the means to meet the energy needs of future generations of Americans. It was from these assessments that the STEAB identified certain challenges to the EERE mission which resulted in the development of two official Board recommendations. These recommendations were conceived, considered, and unanimously adopted by the members of the STEAB during the fiscal year, and transmitted to the Assistant Secretary for EERE in the form of a Board Resolutions. The formal Resolutions can be found as Appendix F.

Resolution 10-01:

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

With energy prices reaching record highs and the U.S. heavily reliant on foreign oil, the public is looking at the utilization of energy efficiency and renewable energy technologies with new interest. The adoption and understanding of new technologies and energy-conserving practices could be significantly enhanced through demonstration and educational efforts that focus on behavior change. The U.S. Department of Energy (DOE) and U.S. Department of Agriculture (USDA), through land-grant universities, are currently actively engaged in developing new energy technologies, researching energy-efficiency practices, evaluating renewable energy sources, and supporting the market transformation of these activities. If end-users embrace these practices, jobs can be created, energy dependency can be reduced, and environments can be improved.

The current issue at hand is that 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 its applicability to their lives. The USDA's Cooperative Extension

Service's (CES) history of consumer trust and strong community partnerships could provide cost effective and rapid adoption of energy efficiency and renewable energy practices across the United States. State Energy Offices (SEOs) provide leadership to maximize the benefits of energy efficiency and renewable energy through awareness, technology development, and partnerships. Together, these organizations, CES and SEOs, could leverage enhanced resources from DOE and USDA to improve practices of Americans to use and generate clean energy to improve local economies on a national basis.

Resolution 10-01 respectfully encourages the DOE to initiate an active dialogue with the USDA to establish formal agreements among EERE, CESs, and 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. In this recommendation, the STEAB offered to 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. Additionally, the STEAB could also collect and provide DOE with success stories from these efforts. There are several arrangements which could be utilized to establish this partnership, whether that is a Memorandum of Understanding (MOU), or the official establishment of a new program which builds from collaboration between SEO's and CES's establishment of an education partnership.

The Board received a written response from Dr. Kathleen Hogan as a result of this Resolution. Noting the importance of education and outreach to encourage consumers to adopt energy efficiency practices and grow renewable energy deployment, Dr. Hogan encouraged the opportunities for DOE to begin conversations regarding a collaborative effort with USDA, and thanked the STEAB for their leadership in this area.

Resolution 10-02:

"Strategic Focus on the Need for a New EERE-Wide Implementation Paradigm through Partnerships and Collaboration."

Resolution 10-02 recognizes that with the passage of the Recovery Act, the Department of Energy has undertaken enormous new management challenges as it implements both new and rapidly expanding energy programs designed to enhance US economic competitiveness, job creation, and national energy

security. Innovation and management experts agree that implementing these programs to scale will require: (1) Public-private-community collaboration at unprecedented levels; (2) Flexible funding and program implementation models reflective of different capacities (e.g., policy, technical, renewable resources, etc.) in States and Regions; and (3) New forms of bottom-up implementation, front-line technical assistance, and creative consumer marketing that can accelerate program adoption and learning.

Based on this, the Board recommends EERE support and foster the creation of local / State / Regional and inter-agency mechanisms and meaningful collaborative partnerships to drive more of these bottom-up outcomes, including innovation, job creation, and stakeholder engagement. The STEAB strongly encourages program design, not just implementation, to be bottom-up in character, from onset to announcement. The STEAB also believes that this extra effort will be critical to building deeper stakeholder engagement and net program benefits. In this regard, STEAB – with its broad and informed membership representing a diverse mix of key stakeholder groups – recommend that it should be more actively utilized in these efforts and is committed to undertaking various activities in conformance with its Charter, to advance the broad energy issues facing the United States.

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STEAB'S TASK FORCES

One of the biggest accomplishments of the State Energy Advisory Board during FY 2010, aside from the creation of the "Priorities Through 2012," was the development of five Task Forces to address the Board's priorities and Resolution 10-01. The five Task Forces were established during a facilitated discussion at the final meeting of Fiscal Year 2010, in Lakewood, Colorado. While reviewing the "Priorities" document as well as other concerns, the Board determined the best way to accomplish all of these tasks was to divide the Board into smaller working groups. Each group was compiled of STEAB members with specific expertise in the targeted area. The five Task Forces created by the STEAB are as follows:

6. Meeting Agenda Task Force,
7. Climate Change and Energy Bill Task Force,
8. Deployment Task Force,
9. HUD/DOE Task Force, and
10. USDA/DOE Task Force.

The five established Task Forces are: STEAB Meeting Agenda Task Force, the Climate Change and Energy Bill Task Force, the Deployment Task Force, the HUD/DOE Task Force, and the USDA/DOE Task Force. Each Task Force created an outline which was completed shortly after the June meeting and was used as "operating notes" for each group as they moved towards their goals. These outlines can be found as Appendix G.

The Agenda Task Force focuses on helping the Board identify the most pressing issues and players who they would like to invite to attend and speak at future Board meetings. The Task Force will also recommend not only the topics and speakers, but also will craft the specific questions each speaker will be requested to address.

The Climate Change and Energy Bill Task Force was formed out of a request from the Office of Management and Budget (OMB) to read, review, conduct outreach, and provide OMB with feedback from the States regarding the language in the Climate Bill. The Task Force's objectives are to review and report their findings to the Board prior to submitting an official report to OMB. Not only are the States providing feedback, but the Task Force decided to also reach-out to other organizations such as NASEO in order to create a comprehensive briefing report.

The Deployment Task Force is assessing DOE's performance in deploying clean energy solutions, particularly in the areas of renewables and energy efficiency. The Task Force is identifying issues, offering suggestions and advice, proposing qualitative and quantitative performance metrics for consideration, and recommendations consistent with its statutory charter. Additionally, the Deployment Task Force is working to develop and offer perspectives on engagement, outreach, and mobilization strategy focusing on the complementary roles of DOE, States, public and private institutions, private sector and communities, as well as suggestions to establish a mechanism to provide DOE continuous feedback.

The objective of the HUD/DOE Task Force is to build on a relationship between DOE and HUD in order to most effectively weatherize homes. The renewable energy activities are items seldom broached by anyone in the Weatherization Program. The goal is to increase awareness of opportunities at DOE within energy efficiency and renewable programs and encourage HUD and other agencies, governmental or private, to implement them nationwide. The first goal of the HUD/DOE Task Force is to adopt and promote replication of the Climate Loan Program, and all of its versions, by researching and adopting best-practices which can be successfully implemented nationwide. Another goal of the HUD/DOE Task Force is to work with DOE, HUD and other agencies to develop a model of weatherization which can be applied not only to low-income, but also to all income levels. This model could work to connect private sector opportunities to existing weatherization projects, while also encouraging job creation within the public and private sectors.

Finally, the objective of the USDA/DOE Task Force is to meet with USDA and DOE to discuss interest in a partnership as outlined in Resolution 10-01. The Task Force worked with Deputy Assistant Secretary for Energy Efficiency, Dr. Kathleen Hogan, regarding the next steps outlined in Resolution 10-01. The Task Force reports during monthly calls on the steps being taken, with the goal of gauging interest and outlining a strategy by the November STEAB meeting. The report will also outline goals and objectives plus a potential strategy for how to implement a program in every State, as outlined in Resolution 10-01. If interest is shown by USDA and others at DOE, this Task Force will convene meetings as needed in Washington, DC, in order to move this project forward.

The USDA/DOE Task Force recently met on September 16, 2010, with officials from USDA and DOE officials to begin discussions regarding the interest and potential implementation of this proposed effort. Per the preliminary conversations, this is an issue which both agencies would like to continue to discuss. The Task Force hosted a teleconference call with Dr. Kathleen Hogan on September 22, 2010, in order to continue the dialogue with DOE and looks towards scheduling meetings between DOE and USDA in FY 2011. The Task Force has begun drafting a white-paper which speaks to the potential next-steps should a collaboration occur, and plans on having a version ready for review by early in FY 2011.

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EECBG SUB-COMMITTEE

In March, the STEAB received a request for the establishment of an Energy Efficiency and Conservation Block Grant (EECBG) Sub-Committee, to operate under the oversight of STEAB. The purpose of the Sub-Committee would be to “advise the Secretary regarding administration, implementation, and evaluation of the EECBG Program for the duration of the EECBG program.” The Sub-Committee would make recommendations to the Assistant Secretary for Energy Efficiency and Renewable Energy on the goals and objectives of the EECBG program; make administrative and policy recommendations to improve the EECBG Program; serve as a liaison between the EECBG recipient cities, counties, Tribes and States and DOE on the EECBG Program; encourage transfer of the results of the EECBG activities carried out by the Federal Government; and report on the activities carried out by the Sub-Committee to the STEAB for the previous fiscal year.

In light of presentations from the Office of Weatherization and Intergovernmental Programs (OWIP) during the March 2010 meeting, the STEAB recognized the importance of having a Sub-Committee oversee the EECBG Program -- a program specifically created with ARRA funding. On March 8, 2010, the Board unanimously created the EECBG Sub-Committee and appointed Mark Johnson as the Chair of the Sub-Committee.

In the following months, Mr. Johnson prepared for the Board a document which functioned as the Sub-Committee’s “Operating Notes” and specifically outlined 5 objectives of the group. This document was discussed, debated and ultimately adopted by the STEAB on June 10, 2010, during the live Board meeting in Colorado. It was at this meeting where the group’s membership was also voted on, and the STEAB appointed 5 members to the Sub-Committee. The Board appointed a sixth member to the Sub-Committee, Cecelia Johnson-Powell, who was a sitting member of the STEAB, to act as the liaison between the Sub-Committee and its parent Board. Both the Sub-Committee’s membership roster and “Operating Notes” can be found as part of Appendix H.

The first meeting of the EECBG Sub-Committee was held on August 8, 2010, in Seattle, Washington, and focused on EECBG Program Tracking software, the success stories coming out of different States and regions, how best to gather the data and other information needed by DOE for tracking and

performance purposes, and also consisted of tours around the Seattle area to view EECBG Projects at work in the city. The official meeting minutes are included as part of Appendix H, but below is the matrix of issues and recommendations which evolved out of the Seattle meeting and was submitted to the STEAB for consideration.

ISSUE	RECOMMENDATIONS
<ul style="list-style-type: none"> • EECBG Management 	<ul style="list-style-type: none"> • Overall management of this grant program should be improved. • Communities need more consistency in the assignment of project officers. One Colorado community indicated it has now been assigned to the fifth P.O. • Must reporting occur in both PAGE and Federal Reporting? Could one system handle a grant?
<ul style="list-style-type: none"> • Stories are run as “feel-good” to the public rather than discussing the “money.” No emphases on the money being allocated and at what amounts. 	<ul style="list-style-type: none"> • The stories themselves are a result of the funding, and the funding from ARRA is what should be highlighted, not the “feel-good” story for the public.
<ul style="list-style-type: none"> • DOE not appropriately “selling” successes and accomplishments of the EECBG Program. 	<ul style="list-style-type: none"> • Work with another agency or group to create a website which properly showcases the EECBG Program and its successes. Create compelling multi-media (videos) to tell the story in relatable terms to the population about the great work EECBG enables. • Going forward--it sure would be nice if the EECBG Program continued to be funded so we had a revenue stream we could count on and plan for, similar to CDBG. We've been reluctant to spend the money on any programs that would be on-going, since we do not have local dollars to contribute.
<ul style="list-style-type: none"> • Lack of local expertise and assistance available to communities. 	<ul style="list-style-type: none"> • State Energy Offices or Regional Energy Management Offices - Create case studies, best practices, and recommend that recipients w/o energy management expertise form or

	<p>join Regional Energy Management Offices, or that EECBG recipients of a certain size (perhaps less than \$500,000 award) be managed by the State Energy Office. These offices provide public sector energy management expertise at a scale that is responsive to local practices and budgets but at a large enough scale to be effective.</p>
<ul style="list-style-type: none"> • Grantees spend a lot of time on clearing issues which are later refined or mitigated by an SOW. No guidance regarding which T&C should be part of our contracts other than we should include Davis-Bacon and Buy American, as applicable. 	<ul style="list-style-type: none"> • More guidance and assistance needed from DOE on the front end in order to mitigate these issues which take up time and money for the grantees and cause them to then seemingly fall behind with the “spent” vs. “contracted” funds.
<ul style="list-style-type: none"> • The ongoing conversations about “obligated funds to grantees which are not yet noted as ‘Spent’ or ‘Contracted’ by DOE”. Updating Project Officer weekly, yet still the same questions are asked. Duplication of effort to report via computerized program and still have to complete/keep revising a “spend plan”. 	<ul style="list-style-type: none"> • Would be much more productive to do “spend plans” as we finalize contracts. Until contracts are finalized, it is difficult to report numbers to DOE which are so preliminary in nature. DOE needs to understand that until contracts are finalized, reporting is difficult and cumbersome for States.

Based on the outcomes and in-depth discussions from the meeting in Seattle, the EECBG Sub-Committee began planning for the first meeting of FY 2011, which will be held in Huntington Beach, CA.

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CONCLUSION

Fiscal Year 2010 was a year of new beginnings for the State Energy Advisory Board. The Board re-worked their old Strategic Direction document and created a new “Priorities Through 2012” document, which speaks to the Assistant Secretary’s four goals for the Office of EERE, supporting DOE’s objectives of increasing national security and reducing the country’s dependence of foreign oil, and focusing on areas specifically related to the STEAB legislative mission within EERE. This was the first time the Board identified specific areas on which to focus their energy and provide targeted assistance, both inside and outside of DOE.

It was also the first time the Board used Sub-Committees and Task Forces to accomplish their expanded set of priorities, goals and objectives. The creation of the EECBG Sub-Committee and the formation of the five goal-specific Task Forces allowed the STEAB to be more aggressive and proactive in their activities, thus allowing for the expeditious support and advancement of EERE’s and DOE’s energy agendas. The Task Forces are aiding the STEAB to form stronger and more fruitful relationships with members of EERE, as well as creating a forum for the exchange of ideas between members of different governmental agencies. By bringing diverse stakeholders together to discuss these vital energy issues, the STEAB is building a framework for future success and sustainability.

As the STEAB looks toward Fiscal Year 2011, the Board is committed to expanding and enhancing the capabilities of EERE’s programs and projects, keeping a strong focus on State efforts / needs and aiding in their transition to post-recovery funding, as well as advancing a clean energy economy that is economically sustainable.

The STEAB understands the importance of America’s transition to a clean energy economy, and is fully committed to working with a diversity of partners in an ever-changing environment in order to ensure the successful deployment and integration of energy efficiency and renewable energy technologies – for the ultimate benefit of DOE and this country.

Appendix A. Legislative Charge of the State Energy Advisory Board

The State Energy Advisory Board was established by Public Law 101-440 (The State Energy Efficiency Programs Improvement Act of 1990) to advise DOE on the operations of its Federal grant programs. The Board also advises on the energy efficiency and renewable energy program in general and on DOE's effort relating to research and market deployment of energy efficiency and renewable energy technologies.

The specific responsibilities of the Board, as mandated by statute, are;

1. To make recommendations to the Assistant Secretary for Energy Efficiency and Renewable Energy (EERE) with respect to:
 - a. The energy efficiency goals and objectives of programs carried out under Parts D and G of the Energy Policy and Conservation Act and under Part A, title IV of the Energy Conservation and Production Act; and
 - b. To make administrative and policy recommendations to improve these programs, including actions that should be considered to encourage non-Federal resources (including private resources) to supplement Federal financial assistance.
2. To serve as a liaison between the States and the Department of Energy on energy efficiency and renewable energy resource programs.
3. To encourage transfer of the results of the energy efficiency and renewable energy activities carried out by the Federal Government.
4. To submit an annual report to the Secretary and Congress on the activities carried out by the Board in the previous fiscal year.

Appendix B. Board Membership

The State Energy Advisory Board consists of 18-21 members appointed by the Secretary of Energy. Membership regulations are outlined in Public Law 101-440, Section 365 (g) (1) (A) as follows:

At least eight (8) members shall be directors of the State office responsible for developing State energy conservation plans pursuant to Section 362 of the Energy Policy and Conservation Act. At least four (4) members shall be directors of State or local low-income weatherization assistance programs. Other members shall be persons who have experience in energy efficiency and renewable energy programs from the private sector, consumer interest groups, utilities, public utility commissions, educational institutions, financial institutions, local government energy programs, or research institutions. Other members may include State, local, county, and city government officials who meet one of the statutory categories. The members shall be appointed for a term of three (3) years, with one-third of the total terms expiring each year. The Board is nonpartisan.

The following is a membership listing of the State Energy Advisory Board, at the end of the fiscal year, with their designation noted – as well as DOE contacts and contract staff support.

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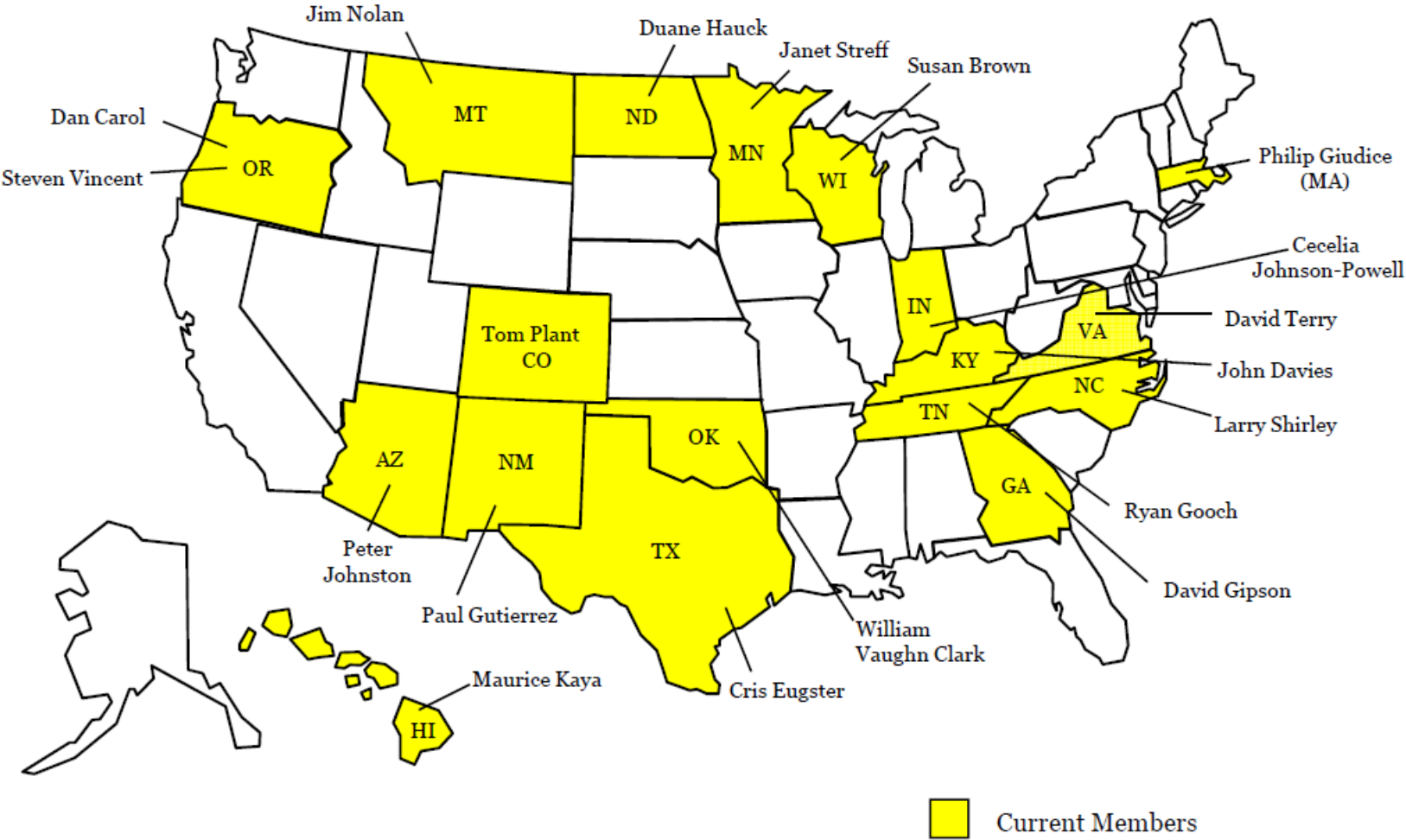
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State Energy Advisory Board Membership

Current Membership As of October 2010



Appendix C. State Energy Advisory Board Charter

State Energy Advisory Board United States Department of Energy

Advisory Board Charter

1. **Board's Official Designation.** State Energy Advisory Board (STEAB)
2. **Authority.** This charter establishes the State Energy Advisory Board pursuant to Public Law 101-440, the State Energy Efficiency Programs Improvement Act of 1990. The State Energy Advisory Board is being renewed in accordance with provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C., App 2. This charter establishes the STEAB under the authority of the U.S. Department of Energy.
3. **Board's Objectives and Scope of Activities.** In accordance with Section 365 of the Energy Policy and Conservation Act (42 U.S.C. 6325; the "Act"), as amended by Section 5 of the State Energy Efficiency Programs Improvement Act of 1990 (Pub. L. 101-440), the Board shall:
 - (a) Make recommendations to the Assistant Secretary for Energy Efficiency and Renewable Energy on the energy efficiency goals and objectives of programs carried out under Parts D and G of the Energy Policy and Conservation Act and under Part A, Title IV, of the Energy Conservation & Production Act, and make administrative and policy recommendations to improve these programs, including actions that should be considered to encourage non-Federal resources (including private resources) to supplement Federal financial assistance;
 - (b) Serve as a liaison between the States and the Department of Energy on energy efficiency and renewable energy resource programs;
 - (c) Encourage transfer of the results of the energy efficiency and renewable energy activities carried out by the Federal government; and
 - (d) Submit an annual report to the Secretary and Congress on the activities carried out by the Board in the previous fiscal year.
4. **Description of Duties.** The duties of the Board are solely advisory in nature.
5. **Official to Whom this Board Reports.** In accordance with Section 365 of the Act, the Board will report to the Secretary through the Assistant Secretary for Energy Efficiency and Renewable Energy.

- 6. Agency Responsible for Providing the Necessary Support for this Board.** The U.S. Department of Energy (DOE). Within DOE, primary support shall be furnished by the Office of Energy Efficiency and Renewable Energy.
- 7. Estimated Annual Operating Costs and Staff Years.** The estimated annual operating costs associated with supporting the Board are approximately \$175,000, including 1.0 work year (FTE) of staff support.
- 8. Designated Federal Officer.** A full-time or permanent part-time DOE employee, appointed in accordance with agency procedures, will serve as the DFO (or designee). The DFO or designee will approve or call all of the advisory Board's and subcommittees' meetings, prepare and approve all meeting agendas, attend all Board and subcommittee meetings, and adjourn any meeting when the DFO determines adjournment to be in the public interest. The DFO will be the Senior Management Technical Adviser for the Office of Energy Efficiency and Renewable Energy.
- 9. Estimated Number and Frequency of Meetings.** The Board shall meet approximately twice each year, once each six months, or as deemed appropriate by DOE. As required by FACA, the Board will hold open meetings unless the Secretary of Energy determines that a meeting or a portion of a meeting may be closed to the public in accordance with subsection (c) of section 552b of title 5, United States Code.
- 10. Duration.** The Board's statutory responsibilities, as set forth in Section 365 of the Act, are continuing in nature and shall continue until terminated by law.
- 11. Board's Termination Date.** The Board is subject to biennial review and will terminate two years from the date the charter is filed, unless, prior to that time, the charter is renewed in accordance with Section 14 of the Federal Advisory Committee Act.
- 12. Membership and Designation.** The Board shall consist of no fewer than 18 or more than 21 members, appointed by the Secretary. At least eight members shall be directors of the State office responsible for developing State energy conservation plans pursuant to Section 362 of the Energy Policy and Conservation Act, and at least four members shall be directors of State or local low-income weatherization assistance programs. Other members shall be persons who have experience in energy efficiency or renewable energy programs from the private sector, consumer interest groups, utilities, public utility commissions, educational institutions, financial institutions, local government energy programs, or research institutions. Other members may include State, local, county, and city government officials who meet one of the statutory categories. Of the members initially appointed to the Board, one-third shall serve a term of one year, one-third shall serve a term of two years, and the remainder shall serve a term of three years, as specified by the Secretary. Thereafter, members of the Board shall serve a term of three years. The

Board shall be nonpartisan. In accordance with Public Law 101-440, a Chair and Vice Chair shall be appointed by the Secretary. Each shall serve in his or her respective office no longer than two years. The Board may elect one of its members Secretary of the Board.

The Board may adopt administrative rules and procedures.

Members of the Committee serve without compensation. However, each appointed member may be reimbursed for per diem and travel expenses incurred while attending Board meetings in accordance with Federal Travel Regulations.

- 13. Subcommittees.** To facilitate functioning of the Board, subcommittee(s) may be formed. The objectives of the subcommittee(s) are to make recommendations to the parent Board with respect to matters which are related to the responsibilities of the parent Board. The subcommittee(s) shall be comprised of such members of the parent Board as may be determined by the Chairman of the parent Board. All actions of the subcommittee(s) shall be consistent with the Federal Advisory Committee Act (P.L. 92-463), the Department of Energy Organization Act (P.L. No. 95-91), and any germane implementing directives.
- 14. Recordkeeping.** The records of the Board and any subcommittees shall be handled in accordance with General Records Schedule 26, Item 2, and Administrative Record, Schedule 16, Item 8b(1.1) and approved agency records disposition schedule. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552.
- 15. Filing Date.**

Date filed with Congress: 7/29/10

signed
Carol A. Matthews
Committee Management Officer

Appendix D: FY 2010 Travel Expenditure Report

In accordance with Section 365 (g)(1)(B)(I)(7) & (8) of Public Law 101-440, which required a reporting of federal reimbursement of Board members' expenses (including travel expenses) incurred in the performance duties, the following accounting is provided:

For FY 2010, travel expenses of \$60,681.55 were incurred and reimbursed for State Energy Advisory Board meetings.*

** Estimate based on the number, location, and duration of meetings, the number of attendees, the average cost of airfare and local travel, and per diem rates.*

Appendix E: STEAB “Priorities through 2012”

STEAB’s Priorities through 2012

To actively support energy efficiency and renewable energy market growth throughout the United States:

- Enhance State / Regional EE & RE capacity:
 - Financial
 - Intellectual
 - Manufacturing
 - Technology
- Facilitate the development of more active relationships between DOE and State / local programs
- Understand common issues facing other organizations and become of value to these organizations, perhaps through partnering (e.g., U.S. Conference of Mayors; NGA; NARUC; NASCUA; etc.)
- Support successful implementation and deployment of EERE Programs
- Promote consumer education efforts
- Encourage the implementation of EE and RE technologies and services
- Propose and support strategies to maintain State activities after the ARRA funding is no longer available
- Accelerate development of “green” jobs at State / local levels

Adopted by the Board on 4-15-10

Appendix F: FY 2010 STEAB Recommendations/Resolutions

United States Department of Energy State Energy Advisory Board (STEAB) *Resolution 10-01*

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.

CES has a strong history of consumer trust. Research shows that establishing trust and integrity in communities is essential prior to observing and documenting changes in human behavior. This level of trust takes time to develop as an organization. Evaluated results show that CES faculty are valued and trusted sources of information.

CES also has a premier youth education program called 4-H and a network of over 3,000 County Extension Offices that 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.

Recently, CES 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.

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 its applicability to their lives. The CES's history of consumer trust and strong community partnerships could provide cost effective and rapid adoption of energy efficiency and renewable energy practices across the United States. Not since the early 1980s has funding been provided for 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 residents statewide on a local community level. Together, these organizations, CES and SEOs, could leverage enhanced resources from DOE and USDA to improve practices of Americans to 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 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 partnership and to identify the needed funding resources:

- 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.

Next Steps:

Authorize STEAB to initiate a dialogue with USDA and EERE / DOE to:

- a. Explore interest in this proposed partnership; and if positive,
- b. Convene a meeting between USDA and EERE / DOE to develop formal agreements that would establish this proposed partnership.

Unanimously Adopted by the STEAB on January 21, 2010



Department of Energy
Washington, DC 20585

May 24, 2010

Ms. Janet Streff
Board Chair
State Energy Advisory Board
7475 Wisconsin Avenue
Suite 900
Bethesda, MD 20814

Dear Ms. Streff:

Thank you for the State Energy Advisory Board's (STEAB) January 21, 2010, resolution entitled, "U.S. Department of Energy, Cooperative Extension Service, and State Energy Offices Collaboration on Energy Efficiency and Renewable Energy Education for America." Clearly, in order for consumers to adopt energy efficiency practices and for renewable energy deployment to grow, education and outreach are essential.

We appreciate your recommendation and welcome the opportunity to discuss possible educational collaboration with the U.S. Department of Agriculture.

I thank the Board for its leadership supporting extensive adoption of energy efficiency and renewable energy technologies. Please contact Kate Bush at (202) 586-9861 to arrange a meeting with me to discuss this matter further. I look forward to our future conversations.

Sincerely,

A handwritten signature in black ink, appearing to read "K. Hogan", is written over a light blue horizontal line.

Kathleen Hogan
Deputy Assistant Secretary for Energy Efficiency
Office of Technology Development
Energy Efficiency and Renewable Energy

cc: Gary Burch, STEAB Designated Federal Officer



Printed with soy ink on recycled paper

**United States Department of Energy
State Energy Advisory Board (STEAB)
Resolution 10-02**

Subject: Strategic Focus on the Need for a New EERE-Wide Implementation Paradigm through Partnerships and Collaboration

Background: With the passage of the Recovery Act, the Department of Energy has undertaken enormous new management challenges as it implements both new and rapidly expanding energy programs designed to enhance US economic competitiveness, job creation, and national energy security. Innovation and management experts agree that implementing these programs to scale will require:

- (1) Public-private-community collaboration at unprecedented levels;
- (2) Flexible funding and program implementation models reflective of different capacities (e.g., policy, technical, renewable resources, etc.) in States and Regions; and
- (3) New forms of bottom-up implementation, front-line technical assistance, and creative consumer marketing that can accelerate program adoption and learning.

Given the interconnectedness of DOE programming to a wide range of other federal, State, local and private efforts to promote sustainable infrastructure, economic development, and agriculture, implementation experts agree that new forms of accelerated collaboration, rather than “one-size fits all” approaches, will be key to speed, scale and success for EERE and DOE.

Recommendations: The State Energy Advisory Board recommends that EERE should support and foster the creation of local / State / Regional and inter-agency mechanisms and meaningful collaborative partnerships to drive more of these bottom-up outcomes, including innovation, job creation, and stakeholder engagement. For example, we support the appropriate expansion of current DOE pilots in stakeholder “road show” engagement, integrated deployment, and the planned E-RIC.

We strongly encourage program design, not just implementation, to be bottom-up in character, from onset to announcement. We believe that this extra effort will be critical to building deeper stakeholder engagement and net program benefits. In this regard, STEAB – with its broad and informed membership representing a diverse mix of key stakeholder groups – should be more actively utilized in these efforts.

We also strongly recommend that the agency engage with the STEAB and other entities in strategic, pro-active discussions around overall program modernization, finance, and budget planning for both a post-ARRA environment and the development of national

energy structures and objectives that can support the President's energy and job creation agenda.

Next Steps: Given that STEAB is comprised of a select group of individuals from across the US who volunteer their time, at the Secretary's request, to serve on this Federal Advisory Board, STEAB is committed to undertaking various activities in conformance with its Charter to advance the broad energy issues noted above.

Unanimously Adopted by the STEAB on May 20, 2010

Appendix G: Task Force Outlines

State Energy Advisory Board (STEAB)

Task Force Outline

STEAB Task Force Title:	<i>Board Meeting Agenda Task Force</i>		
Task Force Membership:	<ol style="list-style-type: none"> 1) Gary Burch, DFO, Chair 2) Dan Carol, Oregon, SGE 3) John Davies, Kentucky, SEO 4) Ryan Gooch, Tennessee, SEO 5) Janet Streff, Minnesota, SEO 		
Task Force Objective:	<p>The objective of this task force is to help the Board identify the most pressing issues and players who they would like to invite to attend and speak at future Board meetings.</p> <p>The task force will recommend not only the topics and speakers, but also will craft the specific questions each speaker will be requested to address.</p> <p>The general expectation is that speakers will use a format that is 50% - 75% presentation, with the balance being a discussion with the Board. A specific objective of the Board is to have a dialogue with each speaker that addresses how STEAB can help achieve the speaker's objectives.</p>		
Deliverable:	<ul style="list-style-type: none"> • Solicit topics of interest to the Board prior to the November meeting. • Create a draft agenda for Board review and discussion. • Finalize the agenda and start lining up speakers. • Meet in DC. 	Due Date:	<ul style="list-style-type: none"> • Pursue this inquiry during August. • During the September conference call. • October • Nov. 2-4, 2010

State Energy Advisory Board (STEAB)

Task Force Outline

STEAB Task Force Title:	<i>Climate Change and Energy Bill Task Force</i>		
Task Force Membership:	<ol style="list-style-type: none"> 1) Ryan Gooch, Tennessee, SEO. 2) Paul Gutierrez, New Mexico, State Employee. 3) David Terry, Virginia, ASERTTI, Other Representative. Chair. 		
Task Force Objective:	<p>The objective of this task force is to provide OMB with feedback from States regarding the language of the Climate Bill. The task force will review and report on their findings to the Board prior to submitting a report to OMB. Not only will the States provide feedback, but the task force will also reach-out to other organizations such as NASEO in order to create a comprehensive briefing report.</p>		
Deliverable:	<ul style="list-style-type: none"> • Create a briefing report containing feedback from States and other organizations with regard to the funding language in the Climate Change Bill. • Discuss findings with the STEAB on monthly teleconference calls. 	Due Date:	<ul style="list-style-type: none"> • Begin reporting findings to the Board on monthly teleconference calls. • Draft briefing report due to the STEAB in October. • Final briefing report due to OMB in November.

State Energy Advisory Board (STEAB)

Task Force Outline

STEAB Task Force Title:	<i>Deployment Task Force</i>		
Task Force Membership:	<ol style="list-style-type: none"> 1) John Butler, State Employee, California. 2) Dan Carol, SGE, Oregon. 3) Philip Giudice, SEO, Massachusetts, Chair. 4) Maurice Kaya, PICHTR, Hawaii. 		
Task Force Objective:	<p>The objective of this task force is to assess DOE’s performance deploying clean energy solutions particularly in the areas of renewables and energy efficiency. The task force will identify issues, offer suggestions and advice, propose qualitative and quantitative performance metrics for consideration, and recommendations consistent with its statutory charter. Additionally, the Task Force will develop and offer perspectives on engagement, outreach and mobilization strategy focusing on the complementary roles of DOE, States, public and private institutions, private sector and communities as well as suggestions to establish a mechanism to provide DOE continuous feedback.</p>		
Deliverable:	<ul style="list-style-type: none"> • Confirm assessment methodology • Solicit perspectives from stakeholders and others • Draft assessment. • Finalize report 	Due Date:	<ul style="list-style-type: none"> • September 2010 • Update for October 2010 STEAB call. • Draft assessment by November STEAB meeting. • December 2010

State Energy Advisory Board (STEAB)

Task Force Outline

STEAB Task Force Title:	<i>DOE/HUD Task Force</i>		
Task Force Membership:	<ol style="list-style-type: none"> 1) Susan Brown, Wisconsin, WAP. 2) Cecelia Johnson-Powell, Indiana, WAP. Chair. 3) Jim Nolan, Montana, WAP. 4) Tom Plant, Colorado, SEO. 		
Task Force Objective:	<p>The objective of this Task Force is to build on a relationship between DOE and HUD in order to most effectively weatherize homes. The RE activities are items seldom broached by anyone in the Weatherization Program. The goal to increase awareness of opportunities at DOE within EE and RE programs and encourage HUD and other agencies, governmental or private, to implement them nationwide.</p> <p>The first goal of this Task Force is to adopt and promote replication of the Climate Loan Program, and all of its versions, by researching and adopting best-practices which can be successively implemented nationwide. This requires the recruitment of additional outside assistance to develop a comprehensive and effective program.</p> <p>The second goal is to recruit membership for this Task Force from NEADA, and other groups which can help foster and build relationships between building finance authorities and DOE.</p> <p>A third goal is to work with DOE, HUD and other agencies to develop a model of weatherization which can be applied not only to low-income, but also to all income levels. This model could work to connect private sector opportunities to existing weatherization projects, while also encouraging job creation within the public and private sectors.</p> <p>This Task Force has also asked the STEAB EECBG Sub-Committee to identify the current status/obstacles/successes of the EECBG \$390M Retrofit Ramp-Up Program in order to gain a better understanding of this endeavor and its impact on the States.</p>		
Deliverable:	<ul style="list-style-type: none"> • Recruitment of additional Task Force members from State agencies and other organizations. • Provide report to STEAB on findings/progress of accomplishments. 	Due Date:	<ul style="list-style-type: none"> • Draft of report of findings due to STEAB in October. • Meeting with HUD and DOE officials, November 2010. • Final report at November STEAB meeting.

State Energy Advisory Board (STEAB)

Task Force Outline

STEAB Task Force Title:	<i>USDA/DOE Task Force</i>		
Task Force Membership:	<ol style="list-style-type: none"> 1) John Davies, Kentucky, SEO. 2) Duane Hauck (chair), North Dakota, State Employee. 3) Larry Shirley, North Carolina, SEO. 4) David Terry, Virginia, Other Representative. 		
Task Force Objective:	<p>The objective of this task force is to meet with USDA and DOE to discuss interest in a partnership as outlined in Resolution 10-01. The task force will work with DAS-EE Kathleen Hogan regarding the next steps outlined in Resolution 10-01. The task force will report during monthly calls on the steps being taken, with the goal of gauging interest and outlining a strategy by the November STEAB meeting. The task force will present a progress report to Zoi by November on actions taken. The report will also outline goals and objectives plus a potential strategy for how to implement a program in very state as outlined in Resolution 10-01. If interest is shown by USDA and others at DOE, this task force will convene meetings as needed in Washington, DC in order to move this project forward.</p>		
Deliverable:	<ul style="list-style-type: none"> • Set up a meeting with Kathleen Hogan. • Set up meetings with USDA reps. • Create a progress report for A/S Zoi. • Report on progress to STEAB on monthly calls 	Due Date:	<ul style="list-style-type: none"> • Meet with Ms. Hogan before November 2010. • Strategy outline due by November STEAB meeting. • Report findings to A/S Zoi by November. • Meet with USDA officials' prior November STEAB meeting.

Appendix H: EECBG Sub-Committee Information

EECBG Sub-Committee

Operating Notes EECBG Sub-Committee

“Energy Efficiency and Conservation Block Grant (EECBG) Sub-committee”, to operate under the oversight of STEAB. This will enable the EECBG Program to fulfill its regulatory requirement of 42 USC 17153(f), which directs the Department of Energy to establish a State and local advisory committee to advise the Secretary regarding administration, implementation, and evaluation of the EECBG Program for the duration of the EECBG Program.

Objectives: The EECBG Sub-committee objectives will be to:

1. Make recommendations to the Assistant Secretary for Energy Efficiency and Renewable Energy on the goals and objectives of the EECBG Program;
2. Make administrative and policy recommendations to improve the EECBG Program;
3. Serve as a liaison between the EECBG recipient Cities, Counties, Tribes and States and the Department of Energy on the EECBG Program;
4. Encourage transfer of the results of the EECBG activities carried out by the Federal Government; and
5. Report on the activities carried out by the EECBG Sub-committee in the previous fiscal year.

Membership: The EECBG Sub-committee will consist of a minimum of six (6) members, plus the EECBG HQ Federal employee, currently Mark Johnson, as the Chairperson. Members will be geographically diverse with not more than one person from the same State, along with gender and ethnic diversity. Should the Sub-committee continue to function for more than three years, STEAB will evaluate individual members before terms are further extended.

Meetings: The EECBG Sub-committee proposes to meet in-person twice per fiscal year, with conference calls as necessary. Given that the group is a sub-committee to STEAB, they are able to meet without any public notice.

Actions and Reimbursement: All actions of the EECBG Sub-committee will be presented to STEAB for their concurrence prior to being acted upon, and all costs associated with the sub-committee are to be borne by the Office of Weatherization and Intergovernmental Programs.

Adopted by the STEAB on June 10, 2010

EECBG SUB-COMMITTEE

June 2010

Objective:

The Energy Efficiency and Conservation Block Grant (EECBG) Sub-committee will operate under the oversight of the State Energy Advisory Board (SEAB). This will enable the EECBG Program to fulfill its regulatory requirement of 42 USC 17153(f), which directs the Department of Energy to establish a State and local advisory committee to advise the Secretary regarding administration, implementation, and evaluation of the EECBG Program for the duration of the EECBG Program.

Members:

The Sub-Committee is comprised of the following members:

Baumel, Christie (Seattle, WA) - Christie Baumel is the Energy Efficiency and Conservation Block Grant Manager for the City of Seattle. She oversees and administers the grant, and implements programs related to residential energy efficiency. Before joining the City of Seattle, Christie served as a local government policy advisor and project manager on topics ranging from climate change planning to green building incentives. Prior to this, Christie's work focused in community development and environmental protection. She has a Master's degree from the University of Washington in Urban Planning.

Estell, Roy (Atlanta, GA) - Roy J. Estell is the Asst Director of Program Services - General Services Department Fulton County, Georgia. Currently has leadership responsibility for the county's DOE EECBG grant, consulting role to the county's "Green Team", lead responsibility for benchmarking energy efficiency and conservation performance outcomes and conducting analysis and interpretation of energy related trend data. He works closely with the facility engineering group to identify energy saving opportunities and to seek funding, including grant writing, to implement strategies consistent with energy conservation. He participates as the jurisdictional representative to the Atlanta Regional Commission which examines regional energy related issues, needs and potential areas of collaboration. He has a BA from Talladega College, an MSSA from Case Western Reserve University and an MPA from Georgia State University.

Fyfe, Angie (Denver, CO) - Angie Fyfe is the Colorado Governor's Energy Office (GEO) Local Program Manager. In this role, Angie ensures that energy efficiency and conservation strategies and renewable energy technologies are implemented at the community level across the state. Angie has also served as the GEO Greening Government Program Manager, where she lead activities to reduce the environmental impact of state government operations. Under her management, the state reduced its petroleum consumption by more than 11% over two years, developed an environmentally preferable purchasing policy, and implemented energy and water conservation and efficiency projects. Angie is a LEED Accredited Professional and graduated from the University of Colorado

with a degree in Finance. She is a recipient of the 2006 State's Top Achievement Recognition (STAR) creativity award and a graduate of the National Renewable Energy Laboratories 2008 Energy Executives Program. Angie is a member of the Women in Sustainable Energy (WISE) Advisory Board. Prior to her state government experience, Angie worked in a large corporate environment and as an entrepreneur.

Johnson, Mark (Washington, DC) – Mark Johnson directly worked with approximately 600 DOE recipients across the nation, implemented guidance and searchable DOE knowledgebase and partnered with the EPA Energy Star Portfolio Manager on benchmarking retrofitted and weatherized buildings. Prior to the DOE, I did energy and utility consulting with Navigant and IBM. I have been a public corporation officer, a BuildingAmerica builder and am a Certified General Contractor. My MBA is from Loyola and BA is from the University of Notre Dame.

Johnson-Powell, Cecelia (Indianapolis, IN) – Cecelia Johnson-Powell is the Director of the Community Development Division at Indiana Housing and Community Authority in Indianapolis, Indiana. Cecelia and her staff allocate over \$300 million in annual federal and state funds for housing, energy assistance, weatherization, Community Action agencies through Indiana. Cecelia has 15 years experience working with nonprofit organizations, local units of government and for-profit companies to maximize resources, improve efficiencies, and achieve results.

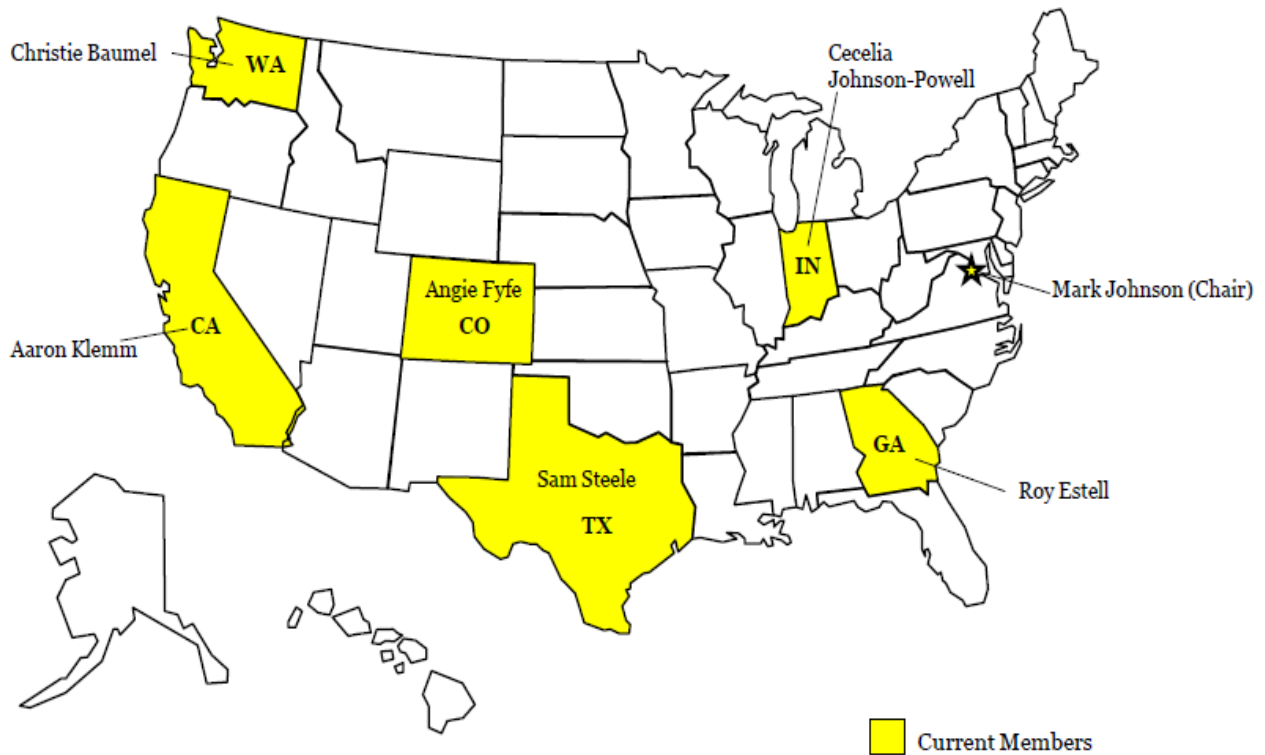
Klemm, Aaron (Huntington Beach, CA) – Aaron Klemm has 15 years experience in energy management and sustainability. He is a graduate of Prescott College with a Bachelors degree in Sustainable Community Development and an MBA (2011) at CSU Long Beach. He currently serves as the Energy Project Manager for the City of Huntington Beach responsible for eveloping Huntington Beach's energy and sustainability management programs. Prior to joining Huntington Beach, he was CSU's Energy Program Manager responsible for CSU's portion of a \$38M UC/CSU/Investor Owned Utility (IOU) energy efficiency partnership. During this time he was responsible for reviewing and commenting on over \$100M of investment grade assessments in support of CSU's Energy Services Agreement performance contracting program. The balance of his experience is in the private sector.

Steele, Sam (Ft. Worth, TX) – Sam Steele has worked over 25-years in service of energy & water conservation efforts both domestically and internationally. He currently serves as the Sustainability Administrator for the City of Fort Worth. In this role he manages the City's Conservation Program through development, implementation, and performance phases for City resource conservation projects to improve City facility operations & maintenance and better manage resource demands, usage and costs. As part of this program, he also manages a Senior Contract Compliance Specialist and a Conservation Specialist, both dedicated to, and funded by, the City's EECBG award. Mr. Steele's previous employment experience includes serving as Project Developer

for Energy Services Companies, Plant Engineer for a New York State “Big Five” City School District, Energy Engineer for a international utility consultant, Mechanical Engineer for consulting engineering firms, and Field Mechanic for mechanical contractors. His educational degrees include a Bachelor of Science in Energy Engineering from the Rochester Institute of Technology and an Associate of Applied Science in Air Conditioning Engineering Technology from the State University of New York (SUNY) Agricultural & Technical College at Alfred.

EECBG Sub-Committee Membership Map

Current Membership As of August 2010



STATE ENERGY ADVISORY BOARD
EECBG SUB-COMMITTEE MEETING
AUGUST 11, 2010 9:10 AM – 6:00 PM

**ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT
SUB-COMMITTEE MEETING ATTENDEES**

EECBG ATTENDANCE		
SUB-COMMITTEE MEMBERS	<i>Present</i>	<i>Absent</i>
<i>Christie Baumel, Energy Efficiency and Conservation Block Grant Manager, City of Seattle</i>	X	
<i>Roy J. Estell, General Services Department, Atlanta, GA</i>	X	
<i>Mark Johnson, DOE EECBG (Chair), Washington, D.C.</i>	X	
<i>Cecelia Johnson-Powell, Community Development Manager, Indiana Housing and Community Development Authority</i>		X
<i>Aaron Klemm, Energy Project Manger, City of Huntington Beach, CA</i>	X	
<i>Samuel Steele, C.E.M., LEED/Sustainability Administrator, City of Forth Worth</i>	X	
<i>Angela Fyfe, LEED AP/Local Program Manager, Governor's Energy Office, Denver, CO</i>	X	



From Left to Right: (Back Row) Roy Estell, Sam Steele, (Middle Row) Christie Baumel, Mark Johnson, (Front Row) Angela Fyfe, Aaron Klemm.

*STATE ENERGY ADVISORY BOARD
EECBG SUB-COMMITTEE MEETING
AUGUST 11, 2010 9:10 AM – 6:00 PM*

ISSUES and RECOMMENDATIONS arising from the August 11, 2010 meeting of the EECBG Sub-Committee are highlighted below. The notes which directly follow this chart outline how the issues and subsequent recommendations arose during discussion:

ISSUE	RECOMMENDATIONS
<ul style="list-style-type: none"> • EECBG Management 	<ul style="list-style-type: none"> • Overall management of this grant program should be improved. • Communities need more consistency in the assignment of project officers. One Colorado community indicated it has now been assigned to the fifth P.O. • Must reporting occur in both PAGE and Federal Reporting? Could one system handle a grant.
<ul style="list-style-type: none"> • Stories are run as “feel-good” to the public rather than discussing the “money.” No emphases on the money being allocated and at what amounts. 	<ul style="list-style-type: none"> • The stories themselves are a result of the funding, and the funding from ARRA is what should be highlighted, not the “feel-good” story for the public.
<ul style="list-style-type: none"> • DOE not appropriately “selling” successes and accomplishments of the EECBG program. 	<ul style="list-style-type: none"> • Work with another agency or group to create a website which properly showcases the EECBG program and its successes. Create compelling multi-media (videos) to tell the story in relatable terms to the population about the great work EECBG’s enables. • Going forward--it sure would be nice if the EECBG program continued to be funded so we had a revenue stream we could count on and plan for, similar to CDBG. We've been reluctant to spend the money on any programs that would be on-going, since we do not have local dollars to contribute.
<ul style="list-style-type: none"> • Lack of local expertise and assistance available to communities. 	<ul style="list-style-type: none"> • State Energy Offices or Regional Energy Management Offices - Create case studies, best practices and recommend that recipients w/o energy management expertise form or join Regional Energy Management Offices, or that EECBG recipients of a certain size (perhaps less than \$500,000 award) be managed by the State Energy Office. These offices provide public sector energy management expertise at a scale that is responsive to local practices and budgets but at a

	large enough scale to be effective.
<ul style="list-style-type: none"> • Grantees spend a lot of time on clearing issues which are later refined or mitigated by a SOW. No guidance regarding which T&C should be part of our contracts other than we should include Davis-Bacon and Buy American, as applicable. 	<ul style="list-style-type: none"> • More guidance and assistance needed from DOE on the front end in order to mitigate these issues which take up time and money for the grantees and cause them to then seemingly fall behind with the “spent” vs. “contracted” funds.
<ul style="list-style-type: none"> • The ongoing conversations about “obligated funds to grantees which are not yet noted as “Spent” or “Contracted” by DOE”. Updating Project Officer weekly, yet still the same questions are asked. Duplication of effort to report via computerized program and still have to complete/keep revising a “spend plan. 	<ul style="list-style-type: none"> • Would be much more productive to do “spend plans” as we finalize contracts. Until contracts are finalized, it is difficult to report numbers to DOE which are so preliminary in nature. DOE needs to understand that until contracts are finalized, reporting is difficult and cumbersome for States.

WELCOME & INTRODUCTION

The August 2010 EECBG Sub-Committee meeting commenced at 9:10 a.m. PDT on Wednesday, August 11, 2010, at City Hall in Seattle, Washington. Mark Johnson, Sub-Committee Chair, welcomed the members to the meeting and thanked them for traveling to Seattle for the first meeting of the Sub-Committee.

SPEAKERS

No formal presentations were made during this meeting; however, members of the Sub-Committee introduced themselves, gave background on their sustainability activities and talked about interests pertaining to all members:

- **“Review of EECBG Program Tracking Software (i.e. Symbiotic)”**
Angela Fyfe, Governor’s Energy Office, CO.
- **“YouTube Success Stories”**
Samuel Steele, City of Fort Worth, TX.
- **“Discussion on Energy Management Joint Powers Authority (JPA)”**
Aaron Klemm, City of Huntington Beach, CA.
- **“Assisting DOE with EECBG Information Gathering”**
Mark Johnson, EECBG Chair, DOE.
- **“Review of BigBelly Solar Successes and History”**
Jim Poss, President, BigBelly Solar.

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Mark: EECBG Program focus on spending dollars now for jobs with the objective of reducing demand for electricity, increasing efficiency and reducing fossil fuel emissions.

Christie: In response to Angie’s demonstration of a website that linked homeowners to incentives based on their location, would like overall grant management improved. The City of Seattle and Seattle City Light has a website that allows homeowners to log onto website and see the results of their energy audit. Contractors bid on the proposed work and homeowners get information on loans and incentives.

Angie: The Colorado Governor’s Energy Office supports both EECBG direct recipients (32 in Colorado) and non-entitled communities in their sustainability and clean energy programs. Local government recipients are very appreciative of the EECBG funding, and hope it will continue. Colorado is using EECBG to build local capacity in small communities through the funding for “Community Energy Coordinators.” These local coordinators are responsible for gathering community input, creating an EE and conservation strategy and action plan, and conducting local energy outreach activities.

Christie: In response to Sam’s comments on the video production and how to talk about EECBG grant money, Seattle receives support from the Mayor’s office. We talk about the results achieved in the community, rather than focusing on dollars spent. The stories are a result of the funding and that should be highlighted.

Aaron: There should be a soft launch (website). This lets someone else sell the EECBG

Angie: (Video – Track Software, Symbiotic) State of Colorado. Software program that captures, calculates electric savings, metrics, track dollars, energy usage, etc. Governor’s Energy Office is distributing EECBG funds to create jobs, develop clean energy sources, reduce energy costs for residents and cut emissions of greenhouse gases in Colorado’s rural and mountain communities.

Colorado residents have access to tax credits and or ARRA incentives to make their homes and vehicles more energy efficient.

- Public Outreach with education, rebate/incentives.

Sam: Certify certain buildings. Will build on library system for EECBG.

Video in Fort Worth, TX: Two day shoot with three stories. Fort Worth is forward thinking, has a history of conservation. His city is very low key, and flies under the radar about EECBG and what they are doing with funds. Would like to keep it low profile because more can get down that way.

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Aaron: He puts all the info re. EECBG on links so any questions he sends them to the links.

Roy: How does politics play into energy efficiency videos?.At the City of Atlanta they video was first viewed by local government and then put on city website.

Mark: What can DOE do to help?

Aaron:

1. Videos – recommend to the Secretary that compelling multimedia (video) presentations be funded by DOE to tell the story in relatable terms to the population about the great work EECBG’s enable. Utilizing a theme of making the invisible (energy efficiency) visible. For example, see Fulton County’s and Ft. Worth’s online videos.
2. Regional Energy Management Offices - Create case studies, best practices and recommend EECBG recipients without energy management expertise form/join Regional Energy Management Offices. Depending on local conditions these could be councils of governments, boards of cooperative educational services (BOCES) or joint powers authorities (JPA) that provide energy services to sister agencies on simple cost-recovery basis through subscriptions or cafeteria style energy services. These offices provide public sector energy management expertise at a scale that is responsive to local practices and budgets but at a large enough scale to be effective. Services would include but are not limited to: energy project development, procurement (bidding, group purchasing, etc.), project management, measurement & verification and financing as well as sustainability and energy policy development.

Sam: I have one extra point in terms of timing. The DOE has not made this easy for their grantees. We acknowledge that they are learning the process and making refinements, but the result is that grantees have spent a lot of time on clearing issues that were later either refined or mitigated by the SOW. Examples:

- a. We spent the first 7 months chasing down approvals regarding NEPA restrictions and Historic Preservation review. Just as we were finalizing all of that, the DOE came along with the SOW process which addressed our NEPA issues and a programmatic agreement with the State regarding historic review.
- b. We spent two months working through all of the financial reviews associated with spending more than \$1 million on a single vendor. As we neared the end of that process, the threshold was raised to \$10 million.
- c. We spent time having the City legal department review a contract attachment that would address all of the DOE flow down terms and conditions. This was based on a document we had received from our project officer, who indicated that our vendors would be considered sub-recipients. After further review and after a

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vendor raised questions, we have now been told that the firms carrying our instructions for completing our activities are, indeed, vendors and not subject to all flow down provisions. No guidance has been forthcoming regarding which T&C should be part of our contracts other than we should include Davis Bacon and Buy American as applicable.

I'm also interested in the discussion "Assisting DOE with EECBG Information Gathering about obligated funds to grantees which are not yet noted as "Spent" or "Contracted" by DOE". If I am interpreting this properly, they want to understand why all funds aren't yet obligated. In that regard, I would want to share that:

- a. They're dealing with cities who have their own bureaucracies and approval processes, just like the DOE. Unfortunately, these take time.
- b. Many of our projects require two steps: first, we'll obligate funds for performing a study; then, we'll obligate funds to act based on study results.
- c. We talk with our assigned project officer weekly. We have shared this information with him. We update him weekly. Yet we are still continually asked the same questions.
- d. It seems a duplication of effort for us to report via a computerized program what we are spending on a monthly basis and yet still have to complete and keep revising a "spend plan". It will be much more productive for us to do spend plans as we finalize the contracts. Until then, it is difficult to report numbers that are so preliminary in nature.

TOURS

Edward Smalley/Seattle City Light Lighting: Lighting Design Lab / Eric Strandberg Senior Lighting Specialist.

Ballard Neighborhood – Street lights LED light quality.

Northern Lights, Inc. – Seattle City Light funded 100% lighting upgrade throughout their building (built in the 1970's) Upgrade was completed in May of 2010. So far they have shown a 35% savings in electric expense of \$47,000 dollars that will be reimbursed to this company. Improvements include reduction of noise, better quality lighting. Also saved job layoffs because the savings could be directed toward keeping everyone employed. This company would really like to work with the city on other energy projects.

Christie: Seattle City Light uses northern Light Company as a model for savings and cost efficiency. The feel good story here is the company being able to save jobs and not lay off any employees

The Richmark Label Company – Mary Schilling, Facility Manager. Seattle City light reduced consumption by 75% and saved the company approx. \$44,000 +. Reduced the

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number of light tubes needed to light the warehouse. The correct type of light is very important because of the color design they work with for their labels. In the upper building entry the number of lights were reduced and they were set to only turn on when someone entered the space. They shut off after five minutes if no one came in the area. Richmark is very happy with the results they have with reducing their expenses and it was very easy working with the installers. They did not interrupt business.

ACTION ITEMS arising from the August 11, 2010 EECBG Sub-Committee meeting are highlighted below:

In the coming weeks/months, the Sub-Committee has several action items on the agenda with associated time-frames to ensure their effectiveness.

<i>ACTIONS ITEMS</i>	<i>RESPONSIBLE PARTY</i>	<i>DUE DATE</i>	<i>STATUS</i>
<ul style="list-style-type: none"> • <i>Scribe Minutes and disseminate to STEAB members</i> 	<ul style="list-style-type: none"> • <i>EECBG note-taker</i> • <i>Mark Johnson, Chair</i> 	<ul style="list-style-type: none"> • <i>September 1, 2010.</i> 	<ul style="list-style-type: none"> • <i>Sent to the STEAB for review.</i>
<ul style="list-style-type: none"> • <i>Plan next EECBG Sub-Committee Meeting</i> 	<ul style="list-style-type: none"> • <i>EECBG Sub-Committee</i> • <i>SENTECH contractor support</i> 	<ul style="list-style-type: none"> • <i>Decision by 11/02/2010, in order to update the STEAB at their live meeting.</i> 	<ul style="list-style-type: none"> • <i>In planning stages.</i>
<ul style="list-style-type: none"> • <i>Share tour stories with David Katz for Energy Empowers “Success Stories” website.</i> 	<ul style="list-style-type: none"> • <i>Mark Johnson, Chair</i> • <i>SENTECH contractor support</i> 	<ul style="list-style-type: none"> • <i>October 1, 2010.</i> 	<ul style="list-style-type: none"> • <i>Compiling contact information and background for Mr. Katz</i>
<ul style="list-style-type: none"> • <i>EECBG Fall Conference Call</i> 	<ul style="list-style-type: none"> • <i>SENTECH contractor support</i> 	<ul style="list-style-type: none"> • <i>TBD</i> 	<ul style="list-style-type: none"> • <i>Working to choose a date that works well for all members.</i>

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