

STEAB TELECONFERENCE

Thursday, May 17th, 2012
3:30 – 4:00 PM Eastern Time

TELECONFERENCE ATTENDEES

Designated Federal Officer (DFO):

- Gil Sperling, STEAB DFO, Senior Management Technical Advisor, EERE, DOE.

STEAB TELECONFERENCE ATTENDANCE		
BOARD MEMBERS	Present	Absent
Susan S. Brown , Deputy Administrator, Wisconsin Division of Energy		-
Tom Carey , Director, Energy and Rehabilitation Programs, New York State Division of Housing and Community Renewal	✓	
Dan Carol , Strategic Advisor/Organizational Consultant		-
William Vaughn Clark , Director, Office of Community Development, Oklahoma Department of Commerce		-
John H. Davies , Director, Division of Renewable Energy and Energy Efficiency, Kentucky Office of Energy Policy	✓	
David Gipson , Director, Energy Services Division, Georgia Environmental Facilities Authority		-
Philip Giudice , Chief Executive Office, Liquid Metal Batter Corporation	✓	
Paul Gutierrez , Vice Provost for Outreach Services, Associate Dean and Director, Cooperative Extension Service, College of Agriculture and Home Economics, New Mexico State University	✓	
Duane Hauck , Director, Extension Services, North Dakota State University	✓	
Robert Jackson , Manager, Michigan Economic Development Office, Michigan Energy Office	✓	
Elliott Jacobson , Vice President for Energy Services, Action Energy		-
Peter Johnston , Project Manager, Clean Energy Technologies, Burns & McDonnell	✓	
Maurice Kaya , Hawaii Renewable Energy Development Venture	✓	
Ashlie Lancaster , Director, South Carolina Energy Office	✓	
Lou Moore , Chief, Energy and Pollution Prevention Bureau, Montana		-
Frank Murray , President and CEO, New York State Energy Research and Development Authority	✓	
Steve Payne , Managing Director, Housing Improvements & Preservation, Department of Commerce	✓	
Janet Streff , Manager, State Energy Office, Minnesota Department of Commerce	✓	
David Terry , Executive Director, ASERTTI		-
Daniel Zaweski , Assistant Vice President - Energy Efficiency and Distributed Generation Program, Long Island Power Authority		-

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Public Attendees

- None

Contractor Support & Other DOE Staff:

- Elizabeth Alspach, SENTECH, Inc.

Agenda Items:

1. Task Force Review and Updates:
 - a. DOE/USDA Task Force Duane Hauck
 - c. Weatherization Task Force Elliott Jacobson
 - d. SEP Task Force David Gipson
 - e. Lab Task Force Chair TBD
 - f. Strategic Plan Task Force Paul Gutierrez
2. June Meeting Update Janet Streff
June 26 – 28, 2012
3. Public Comments Janet Streff
4. Other/New Business Janet Streff

Meeting Notes:

1. Task Force Review and Updates

A. DOE/USDA Task Force

Duane Hauck

- The current item of focus for the DOE/USDA Task Force is finalizing the MOU between USDA and DOE. At the Task Force's most recent call, DOE was significantly under represented. These calls happen once per month, and the Task Force is actively working to re-involve key players in the agency. There is a significant participant list both at DOE and USDA, and STEAB members try to stay connected with the individuals involved. Collin Bishop (DOE) was a new attendee on the last call. He was brought into the group by Dan Carroll. Gil is currently in contact with Collin regarding his future participation with the DOE/USDA Task Force.
- The MOU has not progressed recently in either agency. It is thought to be stuck in the process while a final date and appropriate signature levels for each Agency are determined. Gil Sperling is working with LeAnn Oliver to determine who is the point of contact leading the MOU through DOE, and at what point the process can be pushed forward by the STEAB and its Agency contacts. Gil will report back to the group regarding the status of the MOU.
- In addition to the MOU, the Task Force is actively tracking three pilots and staying involved with DOE's energy literacy project.

B. Weatherization Task Force

Tom Carey for Elliot Jacobson

- The Task Force has concern regarding how weatherization fits into DOE's future strategic plan, and its future as part of the Department's overall strategy. Assistant

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Secretary David Danielson will attend the upcoming board meeting to provide an update on the strategic plan process.

- In the national weatherization market, there has been growth in four main areas which have become the focus of the Task Force: new markets, leveraging opportunities, quality in the program, and community.
- The Task Force is preparing for the June meeting. The sub-committee has a close connection with Weatherization Plus because many members serve both groups. The sub-committee is coordinating with Emily Lindenberg (contractor support) to meet with appropriate DOE staff, Weatherization Plus, and possibly OMB.

C. SEP Task Force

Robert Jackson for David Gipson

- The prospect of preparing an SEP annual review was an item of discussion in the last Task Force call. The focus was how to re-start the SEP task force, including how to build a relationship between the SEP task force and the State Energy Offices moving forward. Items for further discussion include future projects, analyzing the competitive versus formula SEP grant awards, reviewing the capacity building report, fostering better relations between the state energy programs, and how the grant opportunities for SEP competitive were formulated.
- There was a meeting between NASEO and Anna Maria Garcia, Acting Program Manager for OWIP, regarding future SEP competitive areas of interest. The sub-committee is planning to convene before the June meeting to decide next steps for the group. Specifically, the group would like to link the SEP annual with the progress of the states. The group would like to discuss these items with David Danielson and Jeff Genzer (NASEO), and invite them to the board meeting.

D. Lab Task Force

Chair TBD

- The Lab Task Force held a meeting with Dave Cherry, and Emily. It was decided that the group's efforts should focus on preparing the agenda for the fall meeting and identifying people within the labs to help foster opportunities between the labs and the states. The group is primarily concerned with locating key contacts within the lab to cultivate conversation about the commercialization of new technologies in the market place. Maurice Kaya has had discussion with people at the lab and would like to work with the contract support to add certain items to the agenda.

E. Strategic Plan Task Force

Paul Gutierrez

- The decision was made to extend an invitation to the Assistant Secretary to participate in the June meeting, and he has accepted. The opportunity to hear from Dr. Danielson will help determine the level of commitment from EERE, as well as STEAB's involvement in the strategic planning process. The Strategic Plan Task Force is developing a letter from the Executive Committee of STEAB to go forth with a formal request for some level of commitment in the Board's efforts. The sub-committee's concern is to ensure that its recommendations will formally be considered before a strong level of effort is put into the mission by the group. The committee would like an indication from management to that end.
- Gil Sperling commented that Dr. Danielson is still getting acclimated at DOE. He is working hard to familiarize himself with the people and programs while reviewing priorities. The strategic planning process has fallen under his leadership, and his questions and topics of interest have slowed the process down. The EERE meeting has been postponed three or four weeks.
- STEAB has a fair shot if Dr. Danielson attends the June meeting, and there is sufficient time to have a dialog with him. The STEAB is a thoughtful group, and its input will be substantive and well regarded. The process that is underway is

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going in a positive direction. Stakeholder engagement is being emphasized, which is important. It is imperative that the group have agenda items and issues for discussion prepared for the June meeting. Please send input to Gil, Janet and/or Emily.

2. June Meeting Update

Janet Streff

- A. June 26 – 28, 2012
- B. Make reservations no later than May 25th at the Mayflower Renaissance in DC using the STEAB room block.
- C. Send Emily flight preferences by June 1st from www.fedtravel.com.
- D. In order to use Dr. Danielson's time to the fullest at the meeting, the group should prepare questions in advance. What should the priorities be for EERE, and how should we move forward? If deployment is an issue, the group should have a set of questions arranged surrounding that topic for the Assistant Secretary. This is a great opportunity to demonstrate how thoughtful this board is. Please prepare questions and send any for the group to Gil, Jane and/or Emily in advance of the meeting for distribution to all members.
- E. Dr. Danielson will lead off the meeting on Tuesday morning. The meeting will be a typical schedule, 8:30 - COB Tuesday and Wednesday, half day on Thursday.
- F. An updated draft will be distributed to the group by the contract support.

3. Public Comments

Janet Streff

- A. None

4. Other/New Business

Janet Streff

- A. Peter Johnston reported that the EECBG committee met in Arlington this week. The group researched a few of the projects that the county has done with ARRA funds. There will be a few recommendations coming out of that meeting that the group will see in the near future. The letter or recommendations was dated April 24th, 2012.
- B. The group is interested in writing an operations white paper on how to implement those recommendations if they are accepted.
- C. The group is not scheduled for a June call because of the in person meeting occurring in DC in late June.

Minutes were scribed by Elizabeth Alspach, contractor support for the STEAB.