

STATE ENERGY ADVISORY BOARD
TELECONFERENCE MINUTES
 JULY 15, 2010 3:30 PM – 4:04 PM EST

TELECONFERENCE ATTENDEES

Designated Federal Officer (DFO):

- Gary Burch, STEAB DFO, Senior Management Technical Advisor, Intergovernmental Projects, Golden Field Office, Denver, Colorado

STEAB ATTENDANCE		
BOARD MEMBERS	Present	Absent
Susan S. Brown , Deputy Administrator, Wisconsin Division of Energy		✓
John Butler , Energy Commission Supervisor II, California Energy Commission		✓
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	✓	
Cris Eugster , Executive Vice President and Chief Sustainability Officer, CPS Energy, San Antonio	✓	
David Gipson , Director, Energy Services Division, Georgia Environmental Facilities Authority		✓
Philip Giudice , Commissioner, Massachusetts Department of Energy Resources	✓	
Ryan Gooch , Energy Policy Director, Tennessee Economic and Community Development		✓
Paul Gutierrez , Vice Provost for Outreach Services, Associate Dean and Director, Cooperative Extension Service, College of Agriculture and Home Economics, New Mexico State University		✓
Duane Hauck , Director, Extension Services, North Dakota State University	✓	
Cecelia Johnson-Powell , Community Development Manager, Indiana Housing and Community Development Authority	✓	
Peter Johnston , Project Manager, Clean Energy Technologies, Burns & McDonnell		✓
Maurice Kaya , Hawaii Renewable Energy Development Venture	✓	
Jim Nolan , Weatherization Director, Department of Public, Health and Human Services	✓	
Tom Plant , Director, Colorado Governor's Energy Office		✓
Larry Shirley , State Energy Office Director, North Carolina Department of Administration		✓
Janet Streff , Manager, State Energy Office, Minnesota Department of Commerce	✓	
David Terry , Executive Director, ASERTTI		✓
Steve Vincent , Regional Business Manager, Avista Utilities	✓	

Contractor Support:

- Bryan Pai, SENTECH, Inc. PRESENT

Public:

- None identified.

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| 1. Follow-up and Review of Action Items from June Meeting | Janet Streff |
| 2. Update on EECBG Sub-Committee | Mark Johnson |
| 3. Review of Task Force Outlines and Updates: | Janet Streff |
| a. STEAB Meeting Agenda Task Force | Gary Burch |
| b. Climate Change/Energy Bill Task Force | David Terry |
| c. Deployment Task Force | Phil Giudice |
| d. DOE/USDA Task Force | Duane Hauck |
| e. DOE/HUD Task Force | Cecelia Johnson-Powell |
| 4. Review of Upcoming STEAB Meetings | Gary Burch |
| a. November 2010 Washington, DC | |
| b. February 2011 Berkley, CA (LBNL) | |
| 5. Public Comments | Janet Streff |
| 6. Other Issues | Janet Streff |
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- Janet Streff (JS) opened the meeting by thanking members of the STEAB for taking the time to join the call, and asked Gary Burch (GB) to please speak to the Board about action items from the June Board meeting as she was not able to attend. GB reminded the Board that in June, the STEAB created five Task Forces to handle different important issues facing the Office of Energy Efficiency and Renewable Energy (EERE) which were of interest to the Board. He reminded everyone that Task Force data sheets outlining the deliverables and purpose of each Task Force was due to him by the end of July. So far, GB noted, he had seen several drafts, but had only received one final version.
 - GB, as Chair of the Agenda Task Force, had completed the data sheet and transmitted it to the other members of the group. Based on feedback and comments, the final version for the Agenda Task Force is completed.
 - Phil Giudice (PGD) noted that the Deployment Task Force would be having a conference call the following week to discuss changes and updates to their data sheet, and promised a final version to the Board by the end of July.
 - JS then asked Duane Hauck (DH) about the progress the US Department of Agriculture (USDA)/Department of Energy (DOE) Task Force was making with regards to setting up meetings with both agencies. DH explained that the Task Force was working to schedule meetings with USDA officials and DOE officials to discuss the next steps of Resolution 10-01. The purpose of the Task Force, DH reminded the Board, is to facilitate meetings between both agencies in order to gauge interest in a partnership and encourage formal agreements to assist with education deployment regarding energy efficiency and renewable energy.
 - DH noted, also, there had been a lot of interest expressed by the Ag Extension Service in this project, and there is interest in those groups to partner with State Energy Offices and other organizations to help implement stronger outreach efforts surrounding energy efficiency and renewable energy education.

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- JS then asked Cecelia Johnson-Powell (CJP) to please update the Board on the progress of the Department of Housing and Urban Development (HUD)/DOE Task force. CJP told the Board that though this Task Force had not met yet, the group determined CJP would act as Chair of the Task Force. She noted the group has a goal of contacting a member of the National Coalition of State Housing Authority to determine if there was a way for the Task Force to collaborate with that group.
- CJP also reminded the Board that three goals of the Task Force were to: 1) endorse, adopt, and promote some version of the Climate Loan Program which helps to create energy efficient mortgages; 2) assess the Energy Efficiency and Conservation Block Grant (EECBG) Retrofit Ramp-up Program; and 3) reach out to the National Associations for Housing and for Energy Efficiency and see if there was interest by members of those groups to participate in engagement with the Task Force. Her goal for the HUD/DOE group is to accomplish all of these goals by the end of the calendar year. Based on availability, she expects her group to meet next week to finalize their outline.
- JS noted that none of the members of the Climate Change/Energy Bill Task Force were on the line, so that item would be tabled until the next teleconference call.
- GB spoke to the Board about the purpose of these Task Force data sheets and noted that once all final versions were received, they would be transmitted to Assistant Secretary Cathy Zoi through Janet, in order to let EERE know that STEAB is expanding their areas of concentration. These data sheets would also be distributed to members of Senior Management to alert them to the activities of the Board in these areas.
- JS moved back to the second Agenda topic and let the Board know that Mark Johnson, Chair of the EECBG Sub-Committee, was not able to join the call but wanted the Board to know that the first meeting of the Sub-Committee will be on August 11th, 2010, in Seattle, Washington.
- Moving to the fourth Agenda item, JS asked GB to please elaborate for the Board about the upcoming live STEAB meetings, of which the soonest will be held in Washington, DC, in the beginning of November. GB reminded the Board that the dates are November 1 – 4, 2010, in Washington, DC, and beginning in September the Board will need to start booking flights and hotels for this meeting. The meeting following the November one will take place February 21 – 24, 2011, at Lawrence Berkley National Laboratory (LBNL). He noted that later in the fall and winter, he will make contact with the Laboratory to start reviewing a potential February Agenda and tours of LBNL.
- JS inquired if there was any member of the public on the call to make comments. GB stated that no requests for public comment were received for this teleconference. Seeing as there were no members of the public on the call, JS concluded this portion of the meeting and closed the meeting to public comment.
- The meeting then turned to the final Agenda item which allows for other salient issues and topics to be discussed. GB noted he had a few he would like to discuss. The first topic surrounded the new Membership Package and noted there will be three new members as part of that package. His hope is that this will be submitted by the middle of August to DOE.
- GB noted that his other topic surrounded a shifting of the Designated Federal Officer (DFO) position from GB himself, and back into DOE headquarters to Gil Sperling. He estimates the shift will be happening over the next two months, but that ultimately Mr. Sperling will assume the role of DFO by the fall of 2010.

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- Members of the Board expressed their gratitude to GB for his leadership over the years with the Group, and hoped that in his new role, whatever that may be, he has success. Many members were concerned about this transition, but GB noted that he would be involved for the coming weeks in order to facilitate a smooth transfer from himself to Mr. Sperling.
- JS thanked GB for his service and asked if there were any other issues or topics for discussion before the meeting concluded. John Davies (JD) asked if David Terry (DT) had garnered any success with trying to determine where the State Energy Program (SEP) money had gone, since the topic has been discussed at the June meeting. GB responded by saying he had not seen or received anything to suggest that an answer had been found. PGD noted that at the NASEO meeting the week before, he raised this question again. Dr. Kathleen Hogan was present at that meeting and mentioned to NASEO that she would follow-up on this question and report back.
- Dan Carol (DC) asked GB to please re-send the Agenda Task Force data sheet to the Board so they could see the final version. JS asked for clarification from GB that he would send all five final versions of the Task Force sheets to the Board for their feedback and comments, prior to submitting them formally to DOE. GB confirmed this was the case and that the final versions would be sent out within the next few weeks.
- JS asked the Board if there were any additional questions or comments. Seeing as there were none, she thanked all members of the Board for their time, and closed the teleconference call.

*The State Energy Advisory Board July teleconference call concluded at 4:04 p.m. EDT.
Minutes were scribed by Emily Lindenberg (SENTECH, Inc.).*