

**State Energy Advisory Board
Teleconference Minutes
June 20, 2007 2 p.m. – 3 p.m. EST**

Attendees:

- Dr. Patricia Sobrero, Professor, Agricultural and Extension Education Department, Virginia Polytechnic Institute and State University (VA Tech), Virginia (Vice-Chair)
 - Elliott Jacobson, Director, Action Energy Inc, Massachusetts (Secretary)
 - Duane Hauck, Director, Extension Service, North Dakota State University, North Dakota
 - Jim Ploger, Energy Manager, Kansas Energy Office
 - Harold Smedley, Ethanol Fuels Consultant, Colorado
 - David Terry, Executive Director, Association of State Energy Research and Technology Transfer Institutions (ASERTTI), Virginia
 - Steve Vincent, Avista Utilities, Oregon
 - Alexander Mack, Manager, State Energy Program, Florida Energy Office
 - Peter Johnston, Manager, Technology Development, Arizona Public Service (APS)
 - Susan Brown, Deputy Administrator, Wisconsin Division of Energy
 - Janet Streff, Manager, Minnesota State Energy Office
 - Elizabeth Robertson, Director, Georgia Environmental Facilities Authority / Division of Energy Resources, Georgia

 - Gary Burch, STEAB Designated Federal Officer
 - Pat Malone, TMS, Inc.
 - David Rathbun, TMS, Inc.
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Agenda Items:

- **Recap of the STEAB Executive Committee Meeting with EERE Management (6/8)**
- **Issue Development “White Paper” — Market Transformation: determine/discuss future actions, EERE’s response/reaction to the paper, etc.**
- **Issue Development “White Paper” — Increased EERE Collaboration: determine/discuss future actions, new edits, etc.**
- **Renewable Energy Production Incentive (REPI) Action Document: determine/discuss future actions, new edits, etc.**
- **EERE State-Stakeholder Matrix: determine/discuss future actions, EERE’s response to the current Draft, etc.**
- **Meeting Updates (August & October)**

Introductions

Pat Sobrero began the meeting by presenting the agenda which reintroduced several documents that the Board was supposed to review prior to today’s call. She explained that many of the documents have been – and continue to be – recurring action items, and that the main focus of this meeting would be to discuss them in more detail and to also summarize the discussions that took place during the STEAB Executive Committee’s recent meetings with EERE management (6/8/2007).

Recap of the STEAB Executive Committee Meeting with EERE Management (6/8)

Pat Sobrero provided the Board with a brief overview of the STEAB Executive Committee meetings that took place in Washington, D.C. She explained that on Thursday, June 7, the Executive Committee met with Mr. James Wade, Executive Director of The Cooperative Extension Service, to gauge his opinion as to how the STEAB can become “better partners” with EERE. She explained that Mr. Wade was very open to the purpose and the importance of such an idea, and suggested that a small number of the Board attend the national Extension Meeting next February (2008).

Pat Sobrero then explained that during the morning of the 8th, the Executive Committee met with Mr. John Mizroch, the Principal Deputy Assistant Secretary for EERE (PDAS). Gary Burch explained that although there was a good exchange of information, there was, however, no concrete point of resolution. Pat Sobrero explained that they did present the recently adopted Market Transformation white paper to him, and that she felt that it was very well received. Gary Burch then added that perhaps the most important aspect of the meeting was that the Board had the opportunity to present what the STEAB can offer in terms of advice for EERE's enhanced deployment and outreach activities.

Elliott Jacobson explained that Mr. Mizroch mentioned that he was interested in using the Board as a "sounding Board" for some ideas that he had, especially in regards to ideas along "energy efficiency and renewable energy lines." In closing, Elliott stated that he believed that the Board has an opportunity here as it appears that the Department (EERE) may be turning their focus towards topics that Board is interested in — something that needs to be taken advantage of as there is only a limited amount of time in the current administration. Gary Burch agreed, and explained that Mr. Mizroch also made a "passing reference" to the current administration having only a "limited amount of time," and that the Board should attempt to position itself in such a way to better assist EERE with market transformation activities.

Gary Burch explained that both he and Dub Taylor were initially going to meet with Mr. Brad Barton, the Director for EERE's recently added "Commercialization and Deployment" department, but he was on travel to South America. Instead, they were able to meet briefly with Mr. Dennis Bond and Mr. George Bruce — both are Senior Advisors within the Office of the Assistant Secretary for EERE. He commented that the two appeared very receptive during the meeting, and that he was very pleased with the dialogue and the exchange of information. He also added that during the conversation, he reminded them both that the STEAB, unlike other DOE Advisory Committees, is the only cross-cutting Advisory Committee in EERE.

Pat Sobrero then summarized the Executive Committee's meeting with Mr. Mark Bailey, the Acting Program Manager for Office of the Weatherization and Intergovernmental Program (OWIP). During the meeting, they shared with him the recently developed DRAFT State-stakeholder roadmap/matrix. Gary Burch explained that Mr. David Rodgers, the Deputy Assistant Secretary for Renewable Energy (DASRE), informed him that Mr. Bailey would likely be the best source of information for assisting the Board with populating the roadmap/matrix. He also added that Mr. Bailey appeared very pleased with the initial draft, and that he was already beginning to see ways in which he can use the roadmap/matrix. Gary Burch also added that Mr. Bailey said that he would be happy to share any new – or future – information that will assist in populating the roadmap/matrix.

Issue Development "White Paper" — Market Transformation: determine/discuss future actions, EERE's response/reaction to the paper, etc.

Pat Sobrero began by explaining that the document was officially – and unanimously – adopted during the May 23, 2007, conference call. She then polled the floor to see if there were any new actions that the Board may wish to take. Gary Burch reminded the Board that since the paper has gone "final," any new additions to the paper would need to be voted on. He also reiterated that the paper was shared during the various "venues" that the Executive Committee engaged with during their trip to Washington, D.C. He also added that when he met with Mr. Bruce on Thursday (6/7), he said that the "Valley of Death" metaphor used in the paper was something that he was intrigued with, especially since Mr. Bruce has a "financial background" and was used to the term from that

perspective. He then concluded by stating that he left the meeting with an indication that led him to believe that the points highlighted within are of significant interest to EERE.

David Terry said that he is pleased with the document, but added that Office of Science is also in the process of implementing some of the activities that are discussed in the paper. Harold Smedley added that the Board should attempt to “keep an eye on” the future progress of deployment and technology development activities. Duane Hauck stated that he is also pleased with the document, and that he felt that the concept within was well laid out and is a concept that most would support.

Issue Development “White Paper” — Increased EERE Collaboration: determine/discuss future actions, new edits, etc.

Pat Sobrero explained that this paper was also very well received during the Executive Committee’s meetings in Washington, D.C. And like before, polled the Board to see if there were any changes or edits that the Board wanted to consider before the paper is put to a vote.

Janet Streff recommended that the National Energy Assistance Directors’ Association (NEADA) be added as one of the “major state and local energy interests” that the paper lists. Sue Brown agreed. David Terry inquired as to whether or not the NEADA should receive a separate “bullet.” Pat Sobrero recommended that Janet Streff add a “bullet” to the document and prepare the precise wording.

David Terry inquired about the “bullet” that lists “private utilities and web-based media,” and questioned whether or not it would be proper to include “private utilities” as it may not be in congruence with the theme of the document. Steve Vincent recommended that private utilities remain on the list, as private utilities are very much an active participant in terms of renewable energy and energy efficiency applications and the deployment of new technologies. Peter Johnston agreed, explaining that the argument could be made that “private utilities” could also be considered as “local institutions.” Janet Streff also agreed that “private utilities” should remain on the list.

Motion to Adopt the Issue Development “White Paper” and bring it out of DRAFT Form

Pat Sobrero, based on the recommendations of the Board, suggested that the Board move to adopt the white paper only after the following conditions were met:

- the last “bullet” on the list of “major state and local energy interests,” “Broadcast, Print and Web-based Media,” be removed completely;
- the segment that lists “Private Utilities” will remain unchanged; and
- a section for “State Low Income Heating Assistance Program Offices” – specifically NEADA – be added to the list as well.

David Terry moved to adopt the Issue Development “white paper” based on these changes and Alexander Mack seconded the motion.

The Motion passed unanimously with no oppositions or abstentions.

Renewable Energy Production Incentive (REPI) Action Document: determine/discuss future actions, new edits, etc.

Pat Sobrero polled the Board to see if anyone wanted to make any additional changes to the document, and also to see if the Board is comfortable with the document's current message and theme: "a recommendation to the DOE to encourage the Congress to provide adequate funding under the REPI to cover eligible projects." Gary Burch explained that it would be timely for the Board to consider taking action today so that the document can be forwarded to EERE as they are currently in the process of developing/finalizing the FY09 budget.

Motion to Adopt the REPI Action Document and bring it out of DRAFT Form

Duane Hauck moved to adopt the REPI Action document and Sue Brown seconded the motion.

The Motion passed unanimously with no oppositions or abstentions.

EERE State-Stakeholder Matrix: determine/discuss future actions, EERE's response to the current Draft, etc.

Gary Burch explained that the Executive Committee was originally slated to be on the DASRE's calendar during the June 8 visit but Mr. Rodgers had very limited time. He further added that the roadmap/matrix document was presented to him in the manner of the current "spreadsheet form," and that Mr. Rodgers was very pleased with the efforts thus far. In closing, Gary Burch stated that the Board should work towards moving the roadmap/matrix to the next step by trying to populate it as best as possible by thinking about which entities could be added to fill the horizontal and vertical entries. He recommended that any edits be sent to David Rathbun or Pat Malone so that a record of the suggestions could be tracked, and also so they can be incorporated into the matrix with as little overlap as possible. The objective is to have a working draft for Board review at their August meeting.

August Meeting Update

David Rathbun (TMS, Inc.) gave a brief summary of the dates and times for the next STEAB meeting, announcing that it will take place from August 14 -16, 2007 in Berkeley, CA. The following is the tentative meeting agenda:

| <u>Tuesday, August 14</u> | <u>Wednesday, August 15</u> | <u>Thursday, August 16</u> |
|---|---|--|
| Tour of the Lawrence Berkeley National Laboratory | 8:30 a.m. – 5:00 p.m. Board Meeting, Hotel Durant | 8:30 a.m. – 12:00 p.m. Board Meeting, Hotel Durant |

The Lab has been contacted and they have provided a DRAFT agenda that lists various presentation and touring options.

The August meeting will take place at the Hotel Durant, which is only a few blocks away from the University of California at Berkeley campus. A block of hotel rooms have been reserved. Individual room reservations **MUST** be secured no later than **July 15, 2007**. If you do not book by the deadline, you will **NOT** be guaranteed the government Per Diem rate of \$111.00 per night. Please do not delay. You may cancel your reservation without penalty up until 72 hours prior to check in. There are no exceptions.

Hotel Durant:

<http://www.hoteldurant.com/>

2600 Durant Avenue

Berkeley, CA 94704

Reservations: (510) 845-8981 or 1-800-238-7268

Please reference the “State Advisory Board” group when calling. The booking code is “YA0000.”

October Meeting Update (Washington, D.C.):

David Rathbun explained that he has been successful locating a hotel that will be able to host a Washington, D.C., Board meeting (October 16-18, 2007). He explained that he recently signed a contract with the L’Enfant Plaza Hotel, and that reservation and booking details will be forwarded in the coming weeks.

Next Conference Call:

The next conference call will take place on Wednesday, July 18, from 2:00 – 3:00 p.m. EDT.