

**Approved Minutes
Clean Energy Development Board
Quarterly Meeting July 27, 2016**

In Attendance:

Board Members:	Attending	Absent
Jared Duval (JD)	X	
Janice St. Onge (JS)		X
Sam Swanson (SS) <i>Co-Chair</i>	X	
Linda McGinnis (LM) <i>Co-Chair</i>	X	
Johanna Miller (JM)	X	
Gaye Symington (GS)	X	
Mark Whitworth (MW)	X	

State Employees:

Andrew Perchlik (**AP**), Fund Manager, Clean Energy Development Fund, Public Service Department
Jon Copans, Deputy Commissioner, Public Service Department

Members of the Public: None.

Meeting brought to order at 1:05 with Linda McGinnis presiding.

- I. **Agenda:** The draft agenda was discussed and the agenda was approved as presented.
- II. **Minutes:** 6/8/2016 meeting minutes were presented and reviewed. **SS** moved to approve the draft minutes as presented and **MW** seconded the motion with one spelling correction to section II. The vote to approve was unanimous except for an abstention from **JM** who was not in attendance at the 6/8/16 meeting.
- III. **Fund Manager's Report of FY'16:** **AP** gave an overview of his submitted program update and financial reports that included program and budget activity through the end of fiscal year 2016 (June 30, 2016). Board members had several questions regarding the Windham County Program Grants. **AP** explained the slow uptake in the Windham Co. Solar interest rate buy-down program and the lack of interest in anaerobic digesters (food and/or farm). The Board asked **AP** to present a plan for the Windham Co. Funds, including possible re-deployment to other uses in Windham Co. at the Board's October meeting. **LM** wanted the CEDF to look into the Windham Co. Schools that were planning on being part of a state-wide school solar project that fell through and if there was a way for the CEDF funds to help those schools still get solar for their buildings.

Board members had questions and concerns about how the CEDF was promoting the success of CEDF's grants and programs. There was a discussion on this topic including and whether the CEDF should hire a contractor to help with this. The Board had concerns specifically about the SSREIP program and the program administrator's web site's lack of clarity and information about the program. The Board asked **AP** to email the Board as soon as there is a fix to the web site. If

there is a new contract or a contract amendment with VEIC the web site should change or the CEDF should manage its own program web site. In addition, the Board asked AP to present a plan for the CEDF to promote the Fund and engage the public in education and outreach regarding the CEDF, before the Board's October Meeting.

IV. Fiscal year 2017 Plan

AP reported on the public comment received on the draft Fiscal Years 2017 (FY17) plan. AP reported that the draft Plan and Budget presented had not changed since the Board's last meeting. The Board had a general discussion on the Plan and Budget including the following specifics points of discussion:

- There were questions on plans to issue a fourth annual Clean Energy Industry Report in 2017. AP reported that the FY17 budget did allocate funds for a report, but as the 3-year contract with BW Research Partners has ended the CEDF/PSD has to decided how best to continue the reporting on VT's clean energy sector in 2017. The Board asked AP to present a plan for the 2017 report at their October meeting. The Board wanted to make sure that any new contract for a clean industry report (or any report) includes requirement of a one-page version of the report that could be used as a handout for legislators and/or other stakeholders.
- The Board had questions about the impact the new net metering rule will have in 2017 and if the CEDF should expend funds on developing evaluation/impact metrics that the PSD would monitor in 2017 and going forward to determine what the impact are. SS suggested that now is the time to develop the monitoring and evaluation criteria that will be used in 2017 to determine the impact of the new net metering rule. AP and JC said they would discuss this internally at the DPS and see what the best role for the CEDF would be. The Board asked AP to report back to them on this issue at their October meeting.

SS moved to approve the FY17 Plan and Budget as presented in the Public Review Draft. JM seconded the motion with a suggested amendment to the motion that a new Strategy be added to Pg. 4: that would read "Promote lessons learned, success stories, impacts and challenges associated with CEDF funded activities." this would be the ninth strategy and the evaluation work would be the tenth. The motion to amend SS's motion was agreed to and the vote to approve the motion was unanimous.

V. CEDF Funding

There was a general discussion amongst the Board and JC on the future of CEDF funding. Board discussed the need for the CEDF to be clear on its goals and purpose if it is to make the argument for funds for the CEDF.

VI. CED Board Role for 2017 and Timeline for Decisions/Actions

Discussed the five year Strategic Plan and the need to update the plan in 2017. The Board asked AP to create a timeline for the creation of a new five-year strategic plan that includes a new look at goals and strategies to be completed in 2017.

The Board discussed the CEDF Legislative report that is due in January. The Board asked AP to include both annual as well as cumulative impact metrics for this year's legislative report.

- VII. **Next meeting:** The next meeting of the Board was confirmed to be October 12th at 1-3pm at the Department of Public Service.

-- With no objection the meeting was adjourned at 3:35 --