



October 7, 2008 ESC Meeting

9/2/08 - Meeting Minutes

Attendance:

Tim Gasper	Trane		
James Bennett	ESG	Aaron Rittenhouse	ConEd
Robert Williams	TAC	Scott Gugenheim	Siemens
Michael Hughey	TAC	Shari Harris	UNCGA
Sterling Bowen	SEM	Frank Shepard	Siemens
Francis Conlin	SEM	John Cole	Rehall
David Hohns	JCI	John Black	LDI
Greg Robinson	Noresco	Rick Peters	H2O Tech
Jack Connell	Honeywell	Len Hoey	SEO
Tim Lupo	NCSC		

Meeting Location:

The meeting was held on 9/2/08 at the McKimmon Center, in Room 232
1:00pm – 2:10pm.

Minutes of August 2008 meeting approved with the following corrections:

- a. James Bennett from ESG pledged dollars for a Green Collar education outreach. This outreach might include programs at the Community College level and could also connect with local k12 program(s). ESCOs should consider donations to a program or scholarship fund. Level of ESG commitment will depend on other ESCOs level of commitment.
- I. LGU PC toolkit update. All comments have been inputted and our project assistance is finishing up layout changes presently. Section outlining the use of Facility Owner's Reps is being added
- II. Sustainable Energy Workforce Symposium sponsored by NCSEA will be held on Monday, September 8, 2009 at McKimmon Center. Green Collar education outreach.
- III. Fall elections. Nominations in October meeting, elections to be held in November.
- IV. Membership dues reminder. Must be a paid member to hold a committee or chair position and also to be able to vote.
- V. Discussion on trends in PC financing. Issues related to recent credit tightening, rules changes, interest rates and other factors potentially affecting the PC marketplace.
- VI. Reminder – Green NC Show this Thursday 9/4
- VII. ESC Questionnaire submitted to the chapter on behalf of Rhonda Courtney and the National ESC Board of Directors. Information was requested regarding information to report the status of each chapter to the entire ESC Board on September 6.

Energy Services Coalition North Carolina Chapter



10/7 Meeting – Old & New Business:

Old Business:

- LGU PC toolkit update.
- Fall election. Nominations in October election in November.
- Positions up for election:
 - a. Public Sector Co-Chair
 - b. Private Sector Co-Chair
 - c. State Specific Documents Committee Chair
 - d. Membership Committee Chair
 - e. Outreach Committee Chair
 - f. Workshop Committee Chair
 - g. Treasurer
- Call for nominations.
- Ballet to prepared and distributed by 10/17/08.
- Continuing discussion on trends in PC financing. Issues related to recent credit tightening, rules changes, interest rates and other factors potentially affecting the PC marketplace.

VOTING PROCEDURE

Voting shall be **by written ballot**. Balloting **must be** conducted by **auditable means** including **mail, fax, e-mail and hand delivery**. Such ballots for the election of Directors shall list the persons nominated at the time the ballots are mailed, faxed, emailed or hand delivered to:

NC State Energy Office
1830A Tillery Place
Raleigh, NC 27604-1376
Mail to:
1340 Mail Service Center
Raleigh, NC 27699-1340
Attn: Len Hoey
Deadline: Midnight November 3, 2008

Voting on the election of Directors and all other issues will be **carried out in the following way:**

- (i) All **members** can cast a vote, with their name and the name of the organization they work for stated on the ballot.
- (ii) In counting the votes, no more than five (5) votes from members who work for one organization will be included in the final tally of votes.
- (iii) All members can cast one vote for each position on the Board and these votes will be counted as described in part (a) of Section 7 of the ESC Bylaws,
- (iv) Directors will be selected from among the candidates receiving the majority of votes,
- (v) If there is a tie vote between candidates in a Board election, such ties will be settled by a flip of a coin at the next Board meeting,

Energy Services Coalition

North Carolina Chapter



New Business:

- Updated ESC website
 - The Accelerating Energy Savings Performance Contracting Program is a partnership effort of the Energy Services Coalition, National Association of State Energy Officials, National Association Energy Services Companies, National Conference of State Legislatures, and the U.S. Department of Energy.
 - Review & comment on site improvements. Several comprehensive improvements to ESC site. See next page for website screenshot.

Committee Reports:

- Private Sector Co-Chair – Tim Gasper - Trane
- Public Sector Co-Chair – Len Hoey - SEO
- Senate Bill 3 Committee Chair - Aaron Rittenhouse – ConEd Solutions
 - David Hohns - JCI, Jack Connell – Honeywell, Scott Gugenheim - Siemens, Tim Gasper - Trane, and Don Gilligan - NAESCO
- State Specific Documents Committee Chair - Tim Gasper - Trane
- Membership Committee Chair – James Bennett - ESG
- Outreach Committee Chair - Frank Shepard – Siemens
 - Update on LGU initiative
- Workshop Committee Chair – Joe Christie – Pepco
- Treasurer - Dave Hohns - JCI

Potential State & Local PC projects:

- ✓ ECSU Contract Facilitator – negotiating with Celtic Energy
- ✓ NCSU RFP – Due 11/17/08 – 8/29 revision
- ✓ WCU RFP – Under review by SEO
- ✓ ASU RFP – Mandatory Pre-bid – 10/27/2008; Due 12/19/2008
- ✓ Additional UNC & other RFP updates – Len Hoey

Next meeting date, time, location:

The next meeting is Tuesday 11/4/08, 1:00 PM at the McKimmon Center, in Room 232.



ESC Statewide Program Best Practices

ESC has identified a set of Energy Savings Performance Contracting (ESPC) Statewide Program Best Practices and a related set of tools and guidance documents. The tools and best practices described below are a part of the U.S. Department of Energy supported partnership initiative with ESC - Accelerate ESPC. For more information about the initiative and our partners [click here](#).

Best Practices and Tools

The Energy Services Coalition has developed a set of best practices and tools that it recommends States consider in developing and implementing a statewide Energy Savings Performance Contracting (ESPC) program. Following is a brief description of each practice or approach:

1. [SEO Leadership](#)
2. [State Legislation](#)
3. [Strong Legislative and Gubernatorial Support](#)
4. [Consensus Support for State Decision-makers in the Legal, Procurement, and Finance Areas](#)
5. [ESC State Chapter or Similar Stakeholder Group](#)
6. [Pre-qualified ESCOs](#)
7. [Pre-approved Contracts](#)
8. [Project Oversight and Technical Assistance](#)
9. [Education and Outreach](#)
10. [Tracking Project Implementation Progress](#)
11. [Encouragement and Promotion of Programmatic Success](#)

Summary of Key Tools

This at-a-glance matrix summarizes and links to the key ESC identified statewide program best practices, tools, and documents. [Click here](#) to access the matrix.

ESPC Dollars Per Capita Map

To see the amount of Energy Savings Performance Contracting (ESPC) investments in state and local buildings in particular states [click here](#).



ESC - OBJECTIVES, PURPOSES, VISION AND MISSION

The specific purposes for which this corporation is organized are to provide education and develop and disseminate information to increase the delivery of energy efficiency for the benefit of the general public. Educational activities will include the development and dissemination of information about energy efficiency and how increased energy efficiency can be provided, encouraged and acquired. Activities of this corporation shall include bringing together all the interested parties for the cooperative work on:

- **identification of barriers** to the use of performance contracting as an option for building owners and occupants to acquire building upgrades, energy efficiency, water conservation, renewable energy resources; and combined heat and power,
- **development of solutions** that **remove these barriers** such as developing and disseminating new information and materials where needed;
- **exchange of information**, cooperative work by the affected parties;
- **education** on the benefits of increased energy efficiency and renewable energy and on how increased energy efficiency, water conservation, and renewable energy can be implemented;
- **to remove the barriers** for building owners and occupants to use performance contracting and other means for acquiring and financing building upgrades, energy efficiency, and renewable energy resources.

Energy Services Coalition

North Carolina Chapter



Vision Statement

Through the collaborative efforts and diverse knowledge of its public and private members, the Energy Services Coalition aims to make energy performance contracting one of the primary means of increasing energy efficiency, reducing energy consumption, and improving air quality in all types of facilities in every market segment.

Mission Statement

To promote the benefits of, provide education on, and serve as an advocate for the widespread use of energy performance contracting in public and private facilities.

Strategies for Achieving the ESC Mission

- Serve as a national **one-stop clearinghouse** for information on state level performance contracting, including best industry practices, the procurement and contracting process, case studies, etc.
- **Develop and distribute success stories** and lessons learned on state program efforts to promote energy efficiency through performance contracting
- Develop and distribute success stories and lessons learned on a wide variety of performance contracting projects
- Develop capacity at the state level, through state energy offices and state departments, to educate about performance contracting and promote best practices
- Offer **workshops and training seminars** to educate all market segments on the benefits of energy performance contracting
- Promote the use of energy performance contracting through communication, workshops, and marketing resources
- **Assist with and provide support** of the development of **national, state and local policies and procedures** that enhance the widespread use of energy performance contracting in all sectors
- **Provide ongoing maintenance** of a vibrant, **interactive web site** that provides vital EPC information and self-help tools, such as model documents and templates