December 7, 2010 ESC Meeting

Date: Tuesday, December 7, 2010
Start Time: 01:00 PM Eastern Daylight Time
End Time: 02:00 PM Eastern Daylight Time
Dial-in Number: 1-218-936-4141
Access Code: 433968

November 2, 2010 - Meeting Minutes

Attendance:
Ralph Thompson – Thompson Consulting
Frank Shepard – Siemens
Robert Williams – Schneider Electric
Kirk White - Atlantic Energy Concepts
Jessica Graber – Noresco
John Cole – Rehau Construction
Mike Migliaccio – JCI
Cindy Brewbacker – JCI
Tom Frost
Vicki Watkins
Vince McMahan – JCI
Charlie Hall – Hodges Asdsociates
Rick Overholt – Linc Services
Matt O’Brien – A&T CERT
Christa Star

By Phone:
Renee Hutchinson – SEO
Tim Gasper – Brady Trane

Meeting Location:
Meeting was held on 11/2/10 (1st floor conference room) at the NC McKimmon Center, 1:00 – 1:45 p.m.

September 7, 2010 ESC Meeting Minutes:

I. Welcome and Introductions Ralph Thompson
   a. All CALLERS will be asked to announce their name and association. (Then MUTE your phone unless you want to weigh in on a topic)
   b. All ATTENDEES are asked to sign the attendance sheet

II. Secretary's Report - Tim Gasper
   a. Approval of Minutes of Meeting

III. Treasurer's Report - Cindy Brewbaker
    a. Cash on Hand ~ $4,767
    b. Membership Status ~ 17 members from 6 ESCO’s
IV. Old Business - Len Hoey and Ralph Thompson
  a. Update on the Process Improvement Committee
  b. Len is completing the process improvements flowchart for universities/state agencies and distributing it to the members for input and comments to be due before the Dec. meeting. Local government process flowcharts and improvements to follow.

V. New Business – Board Members

Strategy for meeting ESC’s mission

a. Board of Directors assembled a list of 5 strategies for achieving the chapter’s mission:
   i. PROMOTE COMMITMENT OF ALL PREQUALIFIED ESCO’S TO SUPPORT ESC MISSION IN NC (it is encouraged to spread workload around within the participating ESCO’s)
   ii. USE THE MONTHLY MEETINGS TO PRESENT IMPORTANT TOPICS (5-6 Rotating topics each month)
   iii. TEAM WITH OTHER ORGANIZATIONS / STAKEHOLDERS TO CREATE CO-EDUCTION OPPORTUNITIES
   iv. CONTINUE PROCESS IMPROVEMENT PROCESS
   v. BUILD MEMBERSHIP/INVOLVEMENT AND CO-PROMOTION OF PC THROUGH RELATIONSHIPS WITH STAKEHOLDERS.

b. Monthly topics to be considered. List will be emailed out and members are encouraged to select one or more topics to become involved with as well as provide any additional topics.
   i. Contracting – to be led by ESCO’s
   ii. Financing and Bonding – to address current financial state climate and educate lenders on the process
   iii. Processes – to be led by agency who has been through the process
   iv. HUB and minority businesses – to present and become more familiar with our processes
   v. LGC – they will present at one of the meetings and we will plan on partnering with them at a conference
   vi. Utilities – we will have them discuss incentives at a meeting and we will partner with them at a conference
   vii. Legislative – we will discuss visions and issues every 6 months
   viii. Office of State Construction – we will discuss processes with them
   ix. Renewables – discuss project applications and benefits
c. Liaisons – The ESC is looking for members to become liaisons with groups like the League of Municipalities, county managers, school business officials, community colleges, etc. If interested email Ralph.

d. State Energy Office Project Update – Renee is speaking with Len and will get back to the commission on this topic.

VI. Membership Committee
http://www.energyservicescoalition.org/membership/join.aspx

VII. Education/Conference Committee Joe Christie

VIII. Outreach Committee - Frank Shepard

IX. NCSEA Update
   a. Reminder about the energy census
   b. Energy efficiency task force has been created with Aaron Rittenhouse and Quinlan
   c. NCSEA is putting together a legislative agenda for next month. Send input to Ivan@energync.org

X. Future Meetings
   a. December 7, 2011 - Room 232 McKimmon Center at NCSU.
December 7, 2010 Meeting Agenda:

THIS MEETING IS DECEMBER 7th, 2010 1 PM (ELECTION DAY)

THIS WILL BE AN IMPORTANT MEETING AND WE ENCOURAGE YOU TO PARTICIPATE IF POSSIBLE.

North Carolina Chapter Energy Services Coalition
NC State University McKimmon Center December 2010 Meeting

THE ENERGY SERVICES COALITION'S MISSION:
• identification of barriers to the use of performance contracting
• development of solutions that remove barriers
• exchange of information, cooperative work by the affected parties;
• education of benefits of increased energy efficiency/renewable energy

I. Welcome and Introductions (2 minutes) Ralph Thompson Len Hoey
a. All CALLERS will be asked to announce their name and association. (Then MUTE your phone unless you want to weigh in on a topic)
b. All ATTENDEES are asked to sign the attendance sheet

II. Secretary's Report (2 minutes) Tim Gasper
a. Approval of Minutes of Meeting
b. Updates and News for the ESC Chapter Website

III. Treasurer's Report (2 minutes) Cindy Brewbaker
a. Cash on Hand
b. Membership Status
c. Goals for Income

III. Old Business (10 minutes) Len Hoey and Ralph Thompson
a. Update on the Process Improvement Committee

IV. New Business(35 minutes) ALL BOARD MEMBERS TO LEAD

a. STRATEGY FOR MEETING THE ESC’S MISSION

REVIEW SURVEY RESULTS AND IDENTIFY LEADERSHIP FOR THE COMMITTEES AND TOPICS FOR THE 2011 CHAPTER MEETINGS.

THE BOARD OF DIRECTORS PRESENTS SEVERAL STRATEGIES FOR ACHIEVING THE MISSION OF OUR CHAPTER. THE MEMBERSHIP IS ENCOURAGED TO SHARE THEIR IDEAS ON EACH STRATEGY.

1. PROMOTE COMMITMENT OF ALL PREQUALIFIED ESCO’S TO SUPPORT ESC MISSION IN NC.

2. USE THE MONTHLY MEETINGS TO PRESENT IMPORTANT TOPICS
3. TEAM WITH OTHER ORGANIZATIONS / STAKEHOLDERS TO CREATE CO-EDUCTION OPPORTUNITIES

4. CONTINUE PROCESS IMPROVEMENT PROCESS

5. BUILD MEMBERSHIP/INVOLVEMENT AND CO-PROMOTION OF PC THROUGH RELATIONSHIPS WITH STAKEHOLDERS.

V. Future Meetings

January 4, 2011 - Room 232 McKimmon Center at NCSU.
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.

**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