



**Energy Services Coalition  
Minnesota Chapter Meeting Minutes  
1360 North Lexington Parkway  
St. Paul, 55109  
March 26, 2014  
1:00 – 2:30 PM**

### Introductions

### Presenter

Public Co-Chair: Peter Berger  
Private Co-chair: Trish Curtis

- Called to order by Pete Berger at 1:05 PM
- Jeff Jackson made a motion to approve the meeting minutes. Seconded by Trish Curtis.

### Old Business

Peter Berger

### New Business

### Committee Updates

- Membership Committee Jeff Jackson
  - 23 current members
  - \$7,884.39 fund balance after downpayment on Jonathan Paddleford.
  - .
- Outreach Committee Lindsay Wimmer
  - Committee met prior to the meeting today. Targets are higher education and State agencies in addition to cities and counties, MASMS quarterly meetings.
  - Lindsay would like to compile quotes from GESP customers as they sign and proceed with their projects so the quotes can be used in outreach presentations to groups around the state.
  - Please provide Lindsay with more case studies from Minnesota.
  - Do we want to get involved again with CERTS roadshows for outreach? Are there any ideas from the membership about how to improve outreach efforts?
  - EJA will work with ESC to “crack” the big customers
- Workshop Committee-National Conference Trish Curtis
  - Sponsorship will be needed from members for the heavy appetizers and beverages to be provided on the MN Chapter hosted Jonathan Paddleford outing.
  - Scholarship letter is ready and scholarships will be awarded by committee selection. We will have to determine as a group, how the scholarships should be targeted. Scholarships will be announced via email on May 15<sup>th</sup>.
  - **Be sure to have names of people you'd like letters sent to by no later than April 3<sup>rd</sup>.**
  - Centerpoint Energy is already signed up as a sponsor. Be sure to get signed up for your sponsorship as booths will be assigned on a first come first served basis.
  - An AI Franken video will be the kick-off to the conference.
  - Governor Dayton has been asked to be the keynote speaker at the luncheon. Pete and Eric will ask for some internal pressure from Bill Grant to gain a commitment earlier than a month before the event.

- Cindy Lescher from Xcel Energy could be a good alternate keynote speaker.
  - Sponsorship letters should also be sent to Ottertail Power, Great River Energy, MN Power and other utilities.
- .GESP Updates
- Joint powers agreements or agreements to proceed with RFPs from the following:
    - City of Tracy
    - Wabasha County
    - Fond du Lac Tribe
    - Winona State
    - MN State University-Mankato
    - Riverland Community & Technical College
    - Anoka-Ramsey Community and Technical College
  - MNSCU facilities can leverage HEAPR funds in their projects.
  - Before doing joint powers agreements, MNSCU facilities were asked to present to their respective presidents to assure understanding.
  - One of the U of MN campuses is interested in pursuing an RFP but Commerce isn't at liberty to name the institution yet.
  - There is no news from Camp Ripley. Pete will follow up with them to determine timing.
  - Question was asked about how prospects are pre-qualified for doing an RFP. Most opportunities are coming from ESCOs and Outreach. Qualifying of opportunities is based on square footage and utility spend to provide at least a \$1M project size. Some, however, are smaller since some ESCOs expressed an interest in handling those.
  - EJA is marketing to the governor's office for agencies to honor the Governor's executive order. The governor's language is looking good in what he wants to do with the bonding bill which should help to get state agencies to do GESB projects.
  - A request was made for Pete to tell the membership each month which prospects are in the active stage in some clearly defined manner.

### **Open Forum, Action Item Review, Closing**

- State Documents Discussion
  - There was a good deal of discussion about interpretation of the state documents and the acceptable format for various parts of the final proposal. It was agreed that some form of webinar needs to be held to include all ESCOs and their engineering resources to discuss acceptable formats and talk through each attachment so that all ESCOs are following the State prescribed process using the proper documentation. Pete will set up that meeting. Examples: The M & V Plan needs to use the M&V guidelines provided by the State; Final Proforma needs to be in the State's format; the Matrix will be reviewed against other ESCOs and a final matrix will be determined to be the State's format.
  - Note that the Energy Cost Calculator from the DOE website for fuel needs more clarification. MN, since it doesn't have a carbon tax, can't use the carbon calculator for energy costing.

**Action Item: Motion to Adjourn** Trish Curtis motioned to adjourn. Seconded by Lee Hammer.