



STATE OF RHODE ISLAND  
**ENERGY EFFICIENCY &  
RESOURCE MANAGEMENT COUNCIL**

**EERMC EXECUTIVE COMMITTEE DRAFT MEETING MINUTES**

**Thursday, January 25, 2024 | 2:00 PM – 3:00 PM**

Department of Administration Conference Room 2B Second Floor, One Capitol Hill Providence, RI 02908 with remote participation via Zoom

**Members in Attendance:** Harry Oakley, Peter Gill Case, Sue AnderBois (arrived at 2:21 p.m.)

**Others in Attendance:** Will Owen, Steven Chybowski, Georgia Cheney, Craig Johnson, Sam Ross, Brett Feldman, Marisa Desautel, Matt Sullivan (virtual), Edward Schmidt (virtual), Mark Bowen (virtual), John Harrington (virtual)

**1. Call to Order**

Chair Oakley called the meeting to order at 2:05 p.m.

**2. Chair Announcements**

Chair Oakley started the meeting with an overview of the agenda. He also reminded attendees that any public comment must be made during the public comment period and that if a person would like to make a comment on Zoom they should use the raise hand function.

**3. Executive Director Report**

Mr. Chybowski from the Rhode Island Office of Energy Resources (OER) updated the Executive Committee on recent program launches and requests for proposals (RFPs). OER has posted the RFP for the administrator of the state's energy efficiency programs on Ocean State Procures and will be accepting applications until March 20<sup>th</sup>. Mr. Chybowski noted that the Council Members can be engaged in the review process of the Energy Efficiency RFP applications. An offshore wind RFP has also been posted and will be accepting applications until March. OER, in partnership with the Rhode Island Infrastructure Bank, has posted the timeline for the next round of the Efficient Buildings Fund which will be accepting applications until May 10<sup>th</sup>. Lastly, Mr. Chybowski noted that OER launched the Affordable Solar Access Pathways program in Providence on January 25<sup>th</sup>.

**4. Public Comment**

None.

**5. Executive Committee Meeting Minutes**

Chair Oakley motioned to approve the October 19<sup>th</sup>, 2023 Executive Committee Meeting Minutes. Vice Chair Gill Case seconded. All in favor, none opposed and the Meeting Minutes were approved.

## **6. Council Business**

### *a. Review and Discussion of Council's 2024 Budget*

Mr. Chybowski presented a PowerPoint on the 2024 council budget. The 2024 Budget was set at \$87,800 less than the Council had initially requested for the year. As a result of the budget being tighter, Chair Oakley suggested that the 2024 budget be reviewed quarterly to determine if the Council has sufficient funds to carry out their intended tasks for the year.

### *b. Discussion of the Council Meeting Calendar for 2024 and a Preview of Possible Discussion Topics*

Mr. Johnson and Mr. Ross of the Council's Consultant Team presented the annual calendar for the EERMC and their findings from surveying the Council Members on meeting time preferences. Mr. Johnson presented the expected topics to be discussed by the Council each month. Council Member AnderBois requested that the EERMC Education meeting times be added to the monthly calendar. The Consultant Team found that overall, Council Members were fine with the current meeting times. Chair Oakley concluded that based on Council Members' responses to the survey, advanced notice on meeting time and length will be given in the future. This will allow Council Members to plan ahead and review their calendars to see if the meeting times work for them. Council Members will be asked to give notice in advance if they cannot make a meeting.

### *c. Review Council Member Performance, Attendance, and Codes of Conduct*

Chair Oakley began the discussion on Council Member attendance and filling open seats on the Council. Council Member AnderBois voiced her concern of the delivered fuels Council Member representative's attendance. Chair Oakley then moved on to discuss the low-income Council Member seat which currently has three candidates. Mr. Chybowski noted that council member appointments need to be done during first 6 months of the year, during the legislation session. Once a Council Member reaches the end of their term, they must be re-appointed if they are to continue as a Council Member. Vice Chair Gill Case requests that Council Member commitments be conveyed to new members which includes more than just the monthly meetings.

## **7. Adjournment**

Vice Chair Gill Case motioned to adjourn the meeting at 2:57 p.m. Council Member AnderBois seconded, and the meeting was adjourned.