

Philadelphia Energy Authority
Minutes of the Quarterly Meeting of the Board of Directors
January 17, 2016

The quarterly meeting (“the Meeting”) of the Board of Directors (“Board”) of the Philadelphia Energy Authority (“the Authority”) was held on January 17, beginning at 4:00pm at City Hall 4th Floor, Council Caucus Room.

The following members of the Authority were present at the meeting:

Christopher A. Lewis
Ken Ogawa (by phone)
Emily Schapira
E. Mitchell Swann

Also present at the meeting: Adam Agalloco, Energy Manager, Office of Sustainability

Members of the Public in attendance included: Nancy Mifflin, American Association of Blacks in Energy

Call To Order

Mr. Lewis (Chair) called the Meeting to order. Mr. Lewis determined that a quorum was present and confirmed that the Meeting was properly advertised.

Approval of the Minutes

As the first order of business, Mr. Lewis moved that the Authority approve the minutes from the prior meeting held on September 13, 2016 (“Prior Meeting”). Minutes were provided to the members in advance of the meeting. Upon motion duly made and seconded, the Board approved the minutes with minor, non-substantive changes.

Public Comments

Mr. Lewis asked for comments from the public. No public comments were offered.

Chair’s Report

Mr. Lewis declined to provide a Chair’s report.

Executive Director’s Report

Administrative Update: Ms. Schapira provided an update on ongoing recruitment activity for the Program Manager position. Interviewing activity of candidates has gotten underway. Board members may be asked to interview the top 2 – 3 candidates.

The recommendation was made that the PEA Board members attend the Council President briefings on a rotation basis. Board members expressed willingness to participate.

Per Ms. Schapira, feedback has been positive on the Energy Campaign report which was released in December 2016. Calls and emails have been received reflecting appreciation for the provided detail **on the pilots, programs, partnerships for each Campaign sector.**

Events being planned for Q2 include Energy Salons, Gen Philly Hackathon.

Outreach & Presentations (Nov.–Dec. 2016) included: PACDC Corridor meetings, presentations to PCA Housing Counselors; panel participation at Drexel Energy Futures Conference, KEEA Conference in Harrisburg, ECA Conference at Temple Univ.

Non–Energy Campaign Projects – Ms. Schapira has conducted several meetings with Lance Haver and managers from the Philadelphia Water Department concerning the Flat Rock Dam project. It has been proposed that PEA assume project management responsibility for a hydrokinetic project there. FERC permits will have to be obtained.

Energy Campaign Update

Municipal Sector

PEA has participated on committees which prepared and issued the following:

- RFI for Renewables
- Art Museum Energy Efficiency RFQ
- Energy Master Plan (Office of Sustainability, Adam Agalloco – Project Manager)

Ms. Schapira also actively participated in meeting with the Streets Department on a proposed LED Street lighting project. She also conducted a conference call with the LED Street lighting project manager from Southern Company.

Schools Sector

Dialogue is underway with the School District, Fran Burns, and team concerning short and long term opportunities for using the Parsons Building Assessment study to shape building efficiency pilots to include select schools.

Discussion about the Solar on schools pilots is ongoing. Agreement has been reached to target 4 public schools for the phase 1 pilot. The ‘Solar on Schools’ study conducted by Laura Rigell, PEA Graduate intern was mentioned, which validate the feasibility of Philly/PEA being able to facilitate this type of project to demonstrate ability to reduce energy costs.

Low and Moderate Income Housing

The Multi-Family pilot is progressing, with commitment obtained from Mission First Housing and the Friends Rehabilitation Housing groups to participate. Meetings have been held with PECO and their Energy Efficiency vendor for auditing and retrofits. BlocPower is also actively engaged in the planning.

Solarize Philly - PEA & the Clean Air Council have applied for a DOE grant, “Solar in Your Community”. Application & proposal submitted on Jan. 6. If selected, these funds will serve as seed money for the PEA Community Solar pilot.

PHA Program – at this point PEA is serving in an advisory capacity to the PHA project manager, Barbara Moore relative the JCI audit activities. Emily also building the relationship with the JCI account executive.

Small Business Pilot

Chelsey Lowe, Program Coordinator for PEA, provided update on the outreach activities to small businesses, restaurants and corner stores in Philadelphia neighborhoods. She's connected with over 10 community development organizations, business associations, and community development financial institutions. To promote the program, Chelsey contacted referred businesses, visited commercial corridors with nonprofit partners, and presented at business corridor meetings.

The Penn State team conducted a 1 week energy auditing class for undergraduate students during the week of Jan. 7. PEA grad intern, Ellie Horner also participated.

Ms. Schapira reported continued interaction with the Department of Commerce.

Through June, DEP grant funds will be available to eligible store owners who accept the post-audit proposal recommendations for implementation

Treasurers' Update

Mr. Ogawa and Ms. Schapira presented the financial statements and budget reviews. The board discussed financial statement formatting. Ms. Schapira and Mr. Lewis or the new Treasurer will convene to review FY18 budget in detail.

New Business

Election of Officers:

- Ms. Schapira discussed stepping down as Vice Chair and her intention to resign from the PEA Board once the changes to the Articles of Incorporation are filed with the Secretary of the Commonwealth.
- Mitchell Swann agreed to be the Vice Chair & will serve as Treasurer.
- Barbara Adams was put forward to serve as Secretary.
- Mr. Lewis agreed to continue to serve as Chair.
- Mr. Lewis moved to approve the new slate of officers. Seconded by Mr. Swann, approved unanimously.
- Ms. Schapira provided an update on the necessary Council actions in order to increase the number of PEA Board Members as stated in PEA's amended Articles of Incorporation.

Bloc Power Presentation:

Donnel Baird provided a company capabilities overview; deeper dive into the financing models his company has employed with other multi-family projects; fielded questions from the Board.

Adjournment

Mr. Lewis moved to adjourn the meeting, which was duly seconded and approved.