



STATE OF RHODE ISLAND

ENERGY EFFICIENCY & RESOURCE MANAGEMENT COUNCIL

EXECUTIVE COMMITTEE DRAFT MEETING MINUTES

Thursday, April 20, 2023 | 2:00 - 3:00 PM

Department of Administration Conference Room 2A, Providence, RI 02908 with remote participation via Zoom

Members in Attendance: Harry Oakley, Sue AnderBois, Chris Kearns

Others in Attendance: Brett Feldman, Sam Ross, Craig Johnson, Marisa Desautel, Rachel Sholly, Chris Hunter, Ben Smith, Steven Chybowski, William Owen

1. Call to Order

Chairperson Oakley called the meeting to order at 2:08 p.m.

2. Chair Announcements

Chairperson Oakley gave a preview of the agenda, noting that the Committee was joined by Ben Smith and Chris Hunter from Advocacy Solutions to start the Council's communications and rebranding effort. Chairperson Oakley also noted that the legal review of the Council's bylaws was continuing, and that the Council's budget planning process was beginning.

3. Executive Director Report

Acting Commissioner Kearns provided updates to the Committee, noting that Office of Energy Resources' (OER) priorities for the 2024 energy efficiency (EE) plan had been posted, that the legislative session was progressing, and he highlighted the Rhode Island Home Show and Energy Expo where OER staff and members of the Council engaged directly with constituents.

4. Executive Committee Meeting Minutes - January 2023

Chairperson Oakley motioned to approve the meeting minutes from the January Executive Committee meeting. Council Member AnderBois seconded. All in favor, none opposed.

5. Council Business (50 min, 2:05 - 2:55 p.m.)

a. *Discussion of Branding and Communications Initiative (15 min, 2:05 - 2:20 p.m.)*

The Executive Committee discussed their ideas and priorities for the Council's branding and communications initiative with the Council's vendor, Advocacy Solutions. Advocacy Solutions described this effort as well-timed, given the wider cultural conversation around energy and efficiency and noted the strong foundation of the energy efficiency portfolio in Rhode Island and opportunity to enhance the Council's profile as a messenger of that portfolio. The Executive Committee members discussed a messaging exercise to kick off the conversation on the rebranding effort to be continued at the Learning, Education, and Advancement Discussion (LEAD) session in May.

b. Review Updates to Council Bylaws (10 min, 2:20 - 2:30 p.m.)

The Council's Consultant Team shared updates on the proposed revisions to the Council's bylaws. Ms. Desautel verified the Council's procurement processes and noted some additional updates to the bylaws which will be ready for the May Council meeting. The Committee discussed the Council's adherence to the state's scoring rubrics.

c. Council Budgeting Timeline and Request for Proposals Calendar Discussion (15 min, 2:30 - 2:45 p.m.)

Chairperson Oakley motioned to move agenda item 5.c to the LEAD session on May 1st. Council Member AnderBois seconded. All in favor, none opposed.

d. Discussion of Topics for the 2023 LEAD Sessions (10 min, 2:45 - 2:55 p.m.)

The Council's Consultant Team led a discussion on the LEAD session agenda topics, which tentatively includes another conversation on Advocacy Solution's communications efforts, climate and efficiency programming, upcoming RFPs and budgeting, the Least-Cost Procurement standards update, and an update on EC4's efforts.

6. Public Comment

None.

7. Adjournment

Chairperson Oakley motioned to adjourn at 2:45 p.m. Council Member AnderBois seconded. All in favor, none opposed.