



EXECUTIVE COMMITTEE MEETING MINUTES

Thursday, January 16, 2025 | 2:00 - 3:00 PM

Department of Administration, Cafeteria Conference Room, Providence, RI 02908

With public participation available via Zoom.

Members in Attendance:

Harry Oakley, Sue AnderBois, Peter Gill Case

Others in Attendance:

Karen Bradbury, Steven Chybowski, Katie Critelli, Craig Johnson, Toby Ast, Christina Santos, Chris Kearns, Helen Anthony

1. Call to Order

Chair Oakley called the meeting to order at 2:02 p.m.

2. Chair Report

Chair Oakley shared the meeting logistics, how to submit public comment, and previewed the agenda which includes the annual review of the Council Members' attendance and performance and review of seats opening in April 2025.

3. Executive Director Report

Acting Commissioner Kearns will provide OER's updates in the full council meeting and asked for the meeting to wrap before 3:00 to allow time to move the audio/visual equipment as the full council meeting is in a different conference room.

4. Meeting Minutes – October 17, 2024

Chair Oakley motioned to approve the October 17, 2024 Meeting Minutes. Council Member AnderBois seconded. All in favor, none opposed, and the meeting minutes were approved.

5. Public Comment

None.

6. Council Business

a. Review Council Member Performance, Attendance, and Codes of Conduct

Mr. Chybowski shared a table reporting Council members' attendance for the 2024 year. Chair Oakley discussed members' codes of conduct and terms ending 4/1/25. The Committee discussed the vacancies and possible candidates. Council Member Gill Case pointed out that if there is another member resignation, the required number of members for quorum will change. The Office of Energy Resources will look to follow up on the ideas discussed for filling the vacant seats.

b. Review and Updates on Council Seat Tenures and 2025 Appointment Needs

All materials associated with the Energy Efficiency Council are the work of the "Energy Efficiency and Resource Management Council" and any public meeting materials posted on the RI Secretary of State website should be searched using that title.



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Chair Oakley asked Ms. Bradbury about timing for appointments. Ms. Bradbury discussed the process and explained that OER likes to have a primary and secondary recommendation for each seat if possible. The seats that need to be filled and potential candidates were discussed. Ms. Bradbury requested that the Committee members send potential candidates' contact information to her by mid-February.

c. Review and Discussion of Council's 2025 Budget

Mr. Chybowski presented on the 2025 budget for the Executive Committee's awareness. He shared slides that showed the 2025 budget, modifications from the 2024 budget, and the current Council budget tracker.

7. Adjournment

Chair Oakley adjourned the meeting at 2:41 p.m.