Pilot Project Governance Board First Meeting – July 9

Start Time: 2:00 pm. Session Held Remotely. Facilitator: Patrice Hunter, PSC Staff

List of Attendees:

Board Member Organizations

PSC Staff: Patrice Hunter, Isabella Cotrupi, Kenneth Hughes, Rick Herskovitz, Steve Mormann, Grace Hu, John Howley, Merancia Noelsaint

AOBA: Excetral Caldwell

DCSUN: Absent

Sierra Club DC Chapter: Lucas Godshalk

DC CUB: John MacGregor

DOEE: Alex Fisher

DC OPC: Adrienne Mouton-Henderson

Greater Washington Urban League: George H. Lambert

MDVSEIA: David Murray

I. Introductions of Governance Board Members and Commission Staff

PSC: Patrice Hunter opened the floor for introductions starting with Commission staff and subsequently the Governance Board members. Each participant was asked to provide their name, title, and organization.

II. Brief Overview of Power Path DC Pilot Projects Governance Board, Management of Governance Board Documents, and Governance Board Mandates and Governing Orders

PSC: This meeting is recorded and open to the public. Members of the public will be in listen-only mode. In today’s meeting we will review the Charter and Bylaws, administrative needs, Board activities, and coordinating communications. The Commission will bring on a third-party consultant for technical components such as: developing final pilot project parameters, RFP, call for papers, and grant admin.

The Governance Board assist with executing the Power Path DC vision statement. The Board members will consider, in project selection and contracting, to what extent they advance the District’s goal of 50% GHG reduction by 2032, and are consistent with the Commission’s statutory mandate.

For the Board’s documentation, the members will receive an invitation to join a collaborative folder by email for a private Box folder.

Review of the Power Path DC vision statement -- Members should be guided by this statement and the 7 principles. The vision statement should be used as collective North Star to guide pilot project efforts.
III. Discussion of Committee

PSC staff asked for volunteers, to manage proposed edits to the draft Charter and By-laws, with a final draft ready for discussion and adoption at the next meeting. There are no volunteers, PSC staff will follow-up by email.

IV. Draft Charter and Bylaws Discussion

PSC staff gave an overview of the draft charter and by-laws. There were no comments on the roles and responsibilities. The Charter is available for review on Box.

Review of the by-laws:

1. Conflict of interest clause – AOBA: given the inclusion of “personal relationships,” will members have to disclose or recuse if family members or friends have interest in a project? Clarification? DCCUB: Many of the people who might apply are known by the Board. How should acquaintances be treated? That could potentially require a lot of disqualification. MDVSEIA: agree w/ DC CUB. If there is financial interest, there should not be much of an issue. AOBA: agree. Personal relationship should not be a basis for disqualification.

2. Voting protocol – DOEE: will PSC staff be voting member? PSC Staff: Yes, one vote for Staff. AOBA: will quorum be required in order to vote? PSC: Yes.

3. Public meeting – no comments

4. Public appearances - no comments

5. Public notice – DC CUB: Can we specific access to meetings? If held on line, “48 hours days” to be changed to “48 hours.” OPC: DCSEU meetings use the same WebEx call-in set up monthly, which is helpful because it is always the same link and minutes are always posted in the same place. This framework is better for public transparency. PSC: If there is a pre-established schedule, do you need public notice if you already stated that it’s pre-established? OPC: If anything changes, check back within 48 hours and the update will be provided.

6. PSC: How should the public communicate w/ the Board? Point of Contact? How will public comment be managed by the Board? OPC: what about a central email address for the Board that PSC houses on the main website. Someone at PSC can be designated to bring forth public comments at the next meeting discuss and acknowledge them at the meeting. DOEE: agree with OPC. OPC: The email address could include a pre-recorded automatic response to the public comments to notify that the comment will be discussed at the next Board meeting.

7. Officer responsibilities – PSC: There will be time to revise the specific Officer duties once the full document has been reviewed. DCCUB: So no specific responsibilities have been reserved? PSC: That determination will be up to the Board, and subject to final approval by PSC. AOBA: The Secretary should take minutes.

V. Action Items

PSC Staff: Final vote on Charter and By-Laws at the next meeting within 30 days. A Committee will need to be formed and continue work leading up to the next meeting. Need to continue the work leading up to the next meeting. The Minutes will be posted on PSC website and accessible to the public and there will be a recording of this initial meeting (not all in the future).