

iCAP Working Group

December 4, 2014

1:30-3, room 358 NSRC

Present: Kevin Duff, Rob Fritz, Morgan Johnston, Ben McCall, Lowa Mwilambwe, Nancy O'Brien, Drew O'Bryan, Matthew Tomaszewski.

1. Update on Wind PPA RFP
  - a. Morgan and Ben have been added to the review committee. The proposal deadline was December 3. Proposals have been received and Ben is excited by what he has seen so far.
2. Recommendations to Sustainability Council
  - a. There was much discussion regarding the decision making processes and procedures for sustainability objectives. In the past, many decisions regarding sustainability were made on an ad hoc basis with few key stakeholders.
  - b. The new process approved in June was intended to create a systematic way, not ad hoc, to address sustainability objectives. The process was also intended to allow for additional perspectives in the decision making process.
  - c. There is already a decision making process in place. The evaluation committee will pick the preferred vendor and proceed. How does the iWG feed into the decision making process. Are the two processes in conflict? Or mostly complementary? Do they run in parallel? The two groups need to communicate and collaborate with each other.
  - d. Does the iCAP Working Group have a decision making role? The iWG should review the information from the evaluation committee, consult with other stakeholders, gather any additional information, and make an informed recommendation to the Sustainability Council who will evaluate and decide.
  - e. Concern was expressed about the added steps and time to the RFP process. RFPs already take a lot of time and effort. This would add even more time. Maybe the extra time is ok. Only 'major' recommendations will reach the Sustainability Council level.
  - f. Other items that may be brought to the Sustainability Council include recommendations that perhaps a unit doesn't agree with or can't afford to implement.
3. Update on AEI Report – Utilities Master Plan
  - a. Facilities & Services expected to receive a draft on November 26, but did not.
  - b. There is not really a review panel for this plan, but expect to get input from the iWG.
  - c. The draft report will be read by Al Stratman first, and then it will go out.
  - d. The report is expected to be a tool for evaluating many different options and scenarios to inform energy decisions.
4. iCAP Timeline
  - a. The timeline for iCAP revisions has been revised to allow for more realistic expectations in completing work.
  - b. We are asking a lot from the SWATeams, is it too much? They will have 1 ½ months to do their work, unfortunately over the holiday. Identifying the costs will likely be the most difficult. Most of the teams have personnel that can take a first blush at costs.

- c. Ben plans to meet with them twice during this time to address needs and concerns.
- 5. 2015 iCAP Goals and Objectives
  - a. A significant portion of the Sustainability Council meeting on Monday will be a discussion of the iCAP goals and objectives.
  - b. Ben expects to present progress from the 2010 stated goals, and then share high level goals for moving forward.
  - c. The members of the iWG were very engaged and extremely helpful in developing appropriate language for presenting the goals and objectives to the Sustainability Council.
  - d. If time allows, this discussion will end with the possible scenario that Ben has prepared. It will help end this portion on a positive note, and will be a nice segue to the Wind discussion.
- 6. Spring Meeting for iWG
  - a. Propose to keep Thursdays at 1:30. Seems to work for everyone.
  - b. Spring meetings will be on January 15, January 29, March 12, April 9, and May 7.
  - c. Stephanie will send outlook calendar invitations.
- 7. New Business
- 8. Next meeting December 18.

Adjourn, 3:00 pm