**iCAP Energy Meeting Minutes**

**Date**: November 12, 2024

**Key Agenda**: Updates on projects, energy efficiency recommendations, occupant engagement strategies, and solar initiatives.

**Attendees:**

* Adrika Vats
* Andrew J Stumpf
* Martha Kubakh
* Paul Foote
* Trey Mitchel McCallister
* Tim Mies
* Samuel Gerstein
* Amber Perfetti
* Roman Makhnenko

**Key Topics Discussed**

**1. Energy Dashboard and Metering**

* Reviewed dashboard updates for energy tracking, particularly for the Energy Farm's geothermal and solar systems.
* Discussed integrating solar farm data into broader campus dashboards for better accessibility and reporting.

**2. Building Efficiency and Engagement Updates**

* Identified specific inefficiencies in certain campus buildings, including temperature control and unused equipment (e.g., fume hoods).
* Proposed collaboration with facilities management to address issues in targeted spaces.

**3. Occupant Engagement Program**

* Discussed strategies to engage building occupants in energy efficiency, focusing on actions such as turning off lights and optimizing equipment usage.
* Identified steps for engaging key stakeholders, including facility managers and building occupants, to implement low-cost, high-impact energy-saving measures.

**4. Solar Rooftop Project**

* Team members working on evaluating buildings for solar rooftop feasibility, considering factors such as structural integrity, electrical capacity, and roof conditions.
* Steps outlined for preparing proposals for spring funding cycles, including budget preparation and student involvement to strengthen applications.

**5. Energy Efficiency Recommendations**

* Reviewed draft recommendations for energy infrastructure modernization, emphasizing:
	+ Upgrading outdated mechanical systems.
	+ Expanding energy performance contracting for smaller, impactful projects.
	+ Increasing funds for revolving loan programs to expedite energy-efficient initiatives.
* Emphasis on showcasing past successes to support stakeholder engagement.

**Action Items and Next Steps**

1. **Building Efficiency and Occupant Engagement**:
	* Prioritize energy-saving measures that are feasible and impactful, such as temperature adjustments and equipment optimization.
2. **Solar Project Preparation**:
	* Conduct further analysis on selected rooftop candidates using solar simulation tools.
	* Engage with stakeholders to finalize budgets and prepare for funding applications in early 2025.
3. **Energy Efficiency Recommendations**:
	* Team members to review and add comments to the draft recommendation document by the end of the week.
	* Collect metrics from previous energy projects to highlight cost savings and energy reductions for stakeholders.
4. **Stakeholder Engagement**:
	* Plan meetings with relevant campus departments to discuss infrastructure and energy efficiency needs.
	* Leverage existing student projects and interests to enhance proposal visibility and alignment with funding priorities.
5. **General Coordination**:
	* Schedule follow-ups with facilities teams to address ongoing inefficiencies in identified buildings.

**Key Deadlines**

* **Energy Efficiency Recommendation Draft**: Comments due by the end of the week.
* **Solar Project Proposals**: Initial preparation to be completed by February for submission in spring funding cycles.