

**Howard County Energy Task Force
Meeting Minutes
January 5, 2016**

In attendance:

Ed Wilson	Daryl Paunil
Rizwan Siddioi	Steven Estomin
Ken Boras	Jeff Jerome (BGE)
Cynthia Edwards (BGE)	Laura AT Miller
Jeremy Scharfeuberg	Orien Dalton
Bob Marietta	Karen Galindo White
Janice Romanosky	Alan Moss
Jonathan Becker (BGE)	Phil Nichols
Carl DeLorenzo	Kathy Magruder

1. Welcome – Introductions
2. Ed Wilson reviewed the County Executive’s recent press release. It mentioned:
 - a. Energy initiatives that will benefit residents & businesses
 - b. The Energy Task Force
3. Laura Miller reviewed the basecamp.com website
 - a. The task force will be using this site to post files, communicate, etc....
 - b. Laura will send an email within the next week with an invitation to join.
 - c. She will send an email confirming she sent the invitation in case it gets hung up in spam.
4. Daryl Paunil – Explained the capital budget process.
 - a. He meets with the different departments (fire, police, libraries, etc...) to get their list of projects for the upcoming year.
 - b. He rolls up the projects into a master list and it is submitted to budget executives.
 - c. A Capital Systemic Fund is created as a catch all to fund projects:
 - i. Typically 7.5 – 13 million per year
 - ii. It will have 16 – 17 individual line items and over 60 minor projects may be funded out of this fund every year.
 - iii. The deal with ESG does not come out of this fund because it is a Master Lease
 - d. The County review process begins around December 18th.
 - e. In May Daryl will speak in front of the County Council
 - f. Multi-year funding requires County Council approval, is not capital and is handled separate from the budget process.
 - g. The County is at the end of the budget cycle now so the Energy Task Force has plenty of time to make recommendations for next year.
 - h. The operating budget is generally kept at a 3% annual increase.
 - i. There is a run to failure component of the capital process.
 - ii. There is significant work taken out of the capital plan that should be paid thru operations.
 - iii. Daryl prefers to contract for maintenance work at peak periods rather than staff up with county employees who are a long term expense.
 - i. The county tends to have a ceiling that it works within and it is difficult to get additional capital.

- j. Facility Assessments – have never been done. Daryl is currently evaluating a firm.
 - i. Identified 31 buildings that would be in phase I
 - ii. There are 70 – 75 buildings to look at in total.
 - iii. Goal – out of these assessments Daryl would be provided with one list of capital projects (lighting retrofits, replace equipment, etc....) that could then be prioritized based on need or ROI.
 - iv. Daryl hopes to start Facility Assessments in 1-2 months.
 - k. A budget concern – when a capital project is approved (police station, library, etc...) the county should also agree to fund the ongoing operations & maintenance of that facility.
5. Carl DeLorenzo- discussed the County Executive's expectations for the Energy Task Force.

Recommendations to address:

- a. How can the energy sector become a business driver for job growth in Howard County?
- b. How can we make the County infrastructure more efficient?
- c. How can the County maximize use of non county dollars?
- d. What recommendations do we have from a disaster recovery/emergency response perspective?

Carl mentioned the Task Force should classify recommendations for the short term, mid-term and long term.

6. BGE Presented their Smart Energy Savers Program (Presentation handed out)
- a. Jeff Gerome – commercial and industrial product manager
 - b. Cynthia Edwards – residential account manager
 - c. John Becker – account manager government
 - d. Note: ICF administers the BGE Smart Energy Savers Program

Recommendations:

- i. The County needs a champion for submitting ICF applications (Richard Lee has been that champion in the past).
- ii. Get ICF involved early in the process of planning a project.
- iii. BGESMARTENERGY.COM has a list of eligible projects on their website.
 - 1. Projects with incentives > \$5,000 must be preapproved.
 - 2. The County gets their rebate as a credit on their bill.

Wrap up:

Question for the Task Force – What can the County do to drive BGE penetration of credits/rebates?

Send suggestions for:

- 1. Topics for speakers
- 2. Topics the Task Force can start to create sub committees around.