Meeting Minutes
Meeting Held Virtually
October 13, 2021
1:00pm – 3:00pm

EEAC Members in Attendance

<table>
<thead>
<tr>
<th>EEAC Member</th>
<th>Organization/Sector</th>
<th>Attendance</th>
<th>Proxy</th>
<th>Proxy Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Robert Underwood</td>
<td>(Chairperson) DNREC</td>
<td>Present</td>
<td>n/a</td>
<td></td>
</tr>
<tr>
<td>Emily Greene</td>
<td>Delaware Municipal Electric Corporation</td>
<td>Absent</td>
<td>Yes</td>
<td>Scott Lynch</td>
</tr>
<tr>
<td>Charles Kistler</td>
<td>Low-income Sector</td>
<td>Present</td>
<td>n/a</td>
<td></td>
</tr>
<tr>
<td>Cassandra T. Marshall</td>
<td>Residential Sector</td>
<td>Present</td>
<td>n/a</td>
<td></td>
</tr>
<tr>
<td>Harris B. McDowell, III</td>
<td>Delaware Sustainable Energy Utility</td>
<td>Absent</td>
<td>Yes</td>
<td>Tony DePrima</td>
</tr>
<tr>
<td>Kelly McKeown</td>
<td>Commercial Sector</td>
<td>Present</td>
<td>n/a</td>
<td></td>
</tr>
<tr>
<td>Glenn A. Moore</td>
<td>Delmarva Power &amp; Light</td>
<td>Present</td>
<td>n/a</td>
<td></td>
</tr>
<tr>
<td>Rob Book</td>
<td>Delaware Electric Cooperative</td>
<td>Absent</td>
<td>Yes</td>
<td>Josh Duckwall</td>
</tr>
<tr>
<td>Steve Baccino</td>
<td>Chesapeake Utilities</td>
<td>Absent</td>
<td>Yes</td>
<td>Ed Schmidt</td>
</tr>
<tr>
<td>Christian Fuess</td>
<td>Manufacturing Sector</td>
<td>Present</td>
<td>n/a</td>
<td></td>
</tr>
<tr>
<td>Ric Moore</td>
<td>Delaware Sustainable Energy Utility</td>
<td>Present</td>
<td>n/a</td>
<td></td>
</tr>
<tr>
<td>Cleo Dinsmore</td>
<td>Environmental Sector</td>
<td>Present</td>
<td>n/a</td>
<td></td>
</tr>
<tr>
<td>Vacant</td>
<td>Agricultural Sector</td>
<td>n/a</td>
<td>n/a</td>
<td></td>
</tr>
</tbody>
</table>

EEAC Consultants in Attendance
Gretchen Calcagni; Optimal Energy, Inc.

DNREC Staff in Attendance
Rob Underwood; Division of Climate, Coastal, and Energy
Edward Synoski; Division of Climate, Coastal, and Energy
Mark Dworkin; Division of Climate, Coastal, and Energy
Keri Knorr; Division of Climate, Coastal, and Energy

Call to Order
Chairperson Rob Underwood called the meeting to order at 1:02 p.m.
Agenda
1. Welcome and Introductions
2. Council Business, Planning, and General Discussion
   a. Vote on minutes – July
   b. New Councilor introduction
3. EM&V Committee Update – Optimal/DNREC
   a. Savings Allocation Reporting Recommendation to Council – Vote
   b. Snapshot presentations
4. Energy Access & Equity Collaborative Update – Optimal/DNREC
5. Building Sector Emissions Presentation - RMI
6. Merger Settlement Funds – E2I/EEIF Update – Optimal/DNREC
7. Next Steps/Adjournment
8. Public Comment

Welcome and Introductions
- Underwood took attendance for the meeting.

Council Business, Planning, and General Discussion

Vote on minutes – July
- Underwood made a motion to approve the minutes.
- Glenn Moore seconded.
- All Councilors voted in favor.
- Motion was approved.

New Councilor introduction
- Underwood announced to the Council that Rob Book will be the new representative for DEC on the Council.

EM&V Committee Update – Optimal/DNREC
- Gretchen Calcagni gave an update on the activities of the EM&V Committee. She indicated that the Committee discussed three main topics at their meeting the day prior: developing a statewide savings allocation reporting framework, general updates on PA EM&V activities, and biannual snapshots.

Savings Allocation Reporting Recommendation to Council
- Calcagni presented on a proposed savings allocation framework that would report statewide savings by utility service territory. The EM&V Committee voted to test the framework in 2022 with the hopes of adopting it permanently in the future and asked that the Council to consider formally adopting this framework.
- Moore made a motion to test the use of a new reporting framework for the 2021 EEAC annual report with anticipating full implementation by 2022.
- Tony DePrima seconded the motion
- All Councilors voted in favor.
- Motion was approved.

Snapshot presentations
- Each program administrator presented their Biannual Snapshots on program achievement covering the first two quarters of 2021.
  - DePrima presented Energize Delaware’s snapshot
  - Joe Cohen presented Delmarva’s snapshot
Calcagni presented DNREC’s snapshot  
Scott Lynch presented DEMEC’s snapshot.

Energy Access and Equity Collaborative Update – Optimal/DRNEC
- Calcagni stated that Jim Purcell gave an update on the empowerment fund at the EAEC meeting.  
- Charlie Kistler discussed the Collaborative’s work to develop a vision statement and work plan.

Building Sector Emissions Presentation – RMI
- Jake Glass mand and Sherri Billimoria from RMI gave a presentation on building sector emissions and electrification and decarbonization technologies and policies.

Merger Settlement Funds – E2I/EEIF Update – Optimal/DNREC
- Ed Synoski gave a presentation on the status of the Pepco/Exelon Merger Funds used to support DNREC’s E2I and EEIF programs.

Public Comment
- Underwood asked for public comments.  
- No public comments were made.

Next Steps/Adjournment
- Ed Synoski indicated that the next EEAC meeting is scheduled for January 12, 2022.  
- Copies of all EEAC meeting materials may be found on DNREC’s website located at the following URL: 
  https://dnrec.alpha.delaware.gov/climate-coastal-energy/efficiency/advisory-council-meetings/

Adjournment
- Underwood made a motion to adjourn the meeting.  
- All Councilors voted in favor.  
- The meeting was adjourned at 2:54 p.m.