

**Draft Minutes
Clean Energy Development Board
Special Meeting May 18, 2017**

In Attendance (*Meeting held at Public Service Department, 112 State Street, Montpelier, VT*):

Board Members:	Attending	Absent
Jared Duval (JD)	X	
Janice St. Onge (JS)		X
Sam Swanson (SS) <i>Co-Chair</i>	X (<i>by phone</i>)	
Linda McGinnis (LM) <i>Co-Chair</i>	X	
Johanna Miller (JM)	X	
Gaye Symington (GS)	X	
Mark Whitworth (MW)	X	

State Employees:

Andrew Perchlik (**AP**), Fund Manager, Clean Energy Development Fund, Public Service Department (PSD)

Ed McNamara, Director, Planning and Energy Resources Division, PSD

Riley Allen, Deputy Commissioner, PSD

June Tierney, Commissioner, PSD

Members of the Public: None.

Meeting brought to order at 3:04 with Linda McGinnis presiding.

- I. **AP** gave an overview of the background and agenda for the meeting. He explained how the CEDF budget process works. He said that at the Board's prior meeting they requested a meeting with the PSD leadership to discuss the administrative expenses proposed by the PSD in the draft FY18 budget for the CEDF.

The Board had questions regarding the PSD's inclusion of funds to cover one-half of full time equivalents for two PSD staff persons who would work on CEDF tasks – in addition to the Fund Manager.

PSD leadership responding to the Board member's questions with information about the PSD's FY18 budget and the need to use CEDF funds to cover more of PSD's administration of the CEDF and for staff's time spent on clean energy and CEDF programs.

There was a general discussion on this topic with Board members expressing concern over using CEDF funds to cover PSD staff time in a formulaic manner without a direct reportable connection to the CEDF. Board members also expressed support for the need for more staff time to get all the work they would like the CEDF to do get done.

PSD Leadership said they would refine their proposal for the FY18 CEDF budget for the Board to consider.

- II. There was a brief discussion regarding future funding for the CEDF, how the PSD was approaching the issue, and different ways the Board and the PSD could work to promote the CEDF and find future funding.
- III. Board members discussed the best date for a special meeting in June. They decided that either June 20th or 21st would be best and that **AP** should send out an email to all Board members to find the best date and time for the meeting.

-- With no objection the meeting was adjourned at 4:13 --