

**Sustainable Energy Utility Oversight Board Meeting
October 4, 2007**

Meeting Location: Trabant Center Room 219, University of Delaware, 11:30 a.m.

In attendance

Senator Harris B. McDowell, III, Chair
Dr. John Byrne, Co-chair
Senator Patricia Blevins
Senator Charlie Copeland
Senator Gary Simpson
Representative Bethany Hall-Long
Charlie T. Smisson, Jr., Delaware Energy Office
Keith Lake, People's Settlement Association
Representing Arthur Padmore, the Public Advocate:
 John Citrolo, Deputy Principal Assistant (Division of the Public Advocate)

Attorney to the Board:
Frank Murphy, Esquire

Technical Consultant:
Ralph Nigro, Applied Energy Group

Task Force Staff:
Sean Finnigan, Legislative Assistant, Delaware State Senate
Eric Partyka, Delaware Senate Energy and Transit Committee Intern (CEEP, University of Delaware)

Minutes

The September 6, 2007 SEU Oversight Board minutes were unanimously approved by the Oversight Board.

Bylaws

The Oversight Board reviewed a proposal of basic bylaws provided by its attorney. The Board also reviewed Oregon Energy Trust's bylaws as a source of comparison. The possible need for an indemnification clause in the bylaws (and, correspondingly, insurance) was raised at the meeting. Members of the Board will investigate the cost and availability of indemnity insurance.

The Oversight Board voted unanimously to adopt the submitted bylaws subject to revisions that may follow from a pending investigation into indemnification and insurance issues.

Consultant Contract

At its September 6, 2007 meeting, the Oversight Board delegated responsibility for finalization and approval of a consulting proposal to the Executive Committee. The Committee has acted to approve a contract to hire ICF who will identify a variety of RFPs for retaining the Contract Administrator. The consultant will also organize a workshop of possible bidders and it will prepare a final report to the Board. The approval of the contract has been forwarded to the Controller General's office, and a purchase order should be processed shortly. The Executive Committee, with all Oversight Board members invited, will meet with ICF five days after the contract begins.

Board members received a four-page summary of the 96-page ICF proposal, and will be sent an electronic version of the full proposal.

Polling

At its September 6, 2007 meeting, the Board voted to approve polling of members for certain decisions. Upon receiving legal advice from its attorney, the Board voted unanimously to strike language permitting polling and instead will require decisions by vote of those present with the opportunity for participation by teleconference.

Executive Committee

At its September 6, 2007 meeting, the Board voted to establish a 7-person Executive Committee. In light of the decision on polling, the Oversight Board voted unanimously to reduce the Executive Committee size from seven to five members. A proposal for who will serve on the Committee will be submitted to the Board at its next meeting.

Other Business

A suggestion was made to subscribe to a database on energy forecasting, which provides information on wholesale electricity costs, SBCs, RECs and other pertinent information. The cost of the subscription is being investigated.

An SEU Transition Office will be functional once the kick-off meeting for the contract with ICF occurs. A phone number has been activated for this purpose.

“Name the SEU” competition: It has been suggested that the Board create a competition for Delaware junior and senior high school science students with scholarships awarded for selected names for the SEU. The competition will help to raise awareness about the SEU.

The Buena Vista site is being considered for the next Board meeting in November.