



Town of Parachute | City of Rifle | Town of Silt  
Town of New Castle | City of Glenwood Springs  
Town of Carbondale | Garfield County  
Roaring Fork Transportation Authority  
Colorado Mountain College

**Board Meeting Minutes: Friday, November, 12th 2021, 1:00 p.m.**  
(Virtual)

**Board members attending**

RFTA: Chair, Jason White  
City of Glenwood Springs: Vice Chair, Ingrid Wussow  
Town of New Castle: Secretary, Bruce Leland  
CMC: Jarod Kochevar, Sean Nesbitt  
Town of Carbondale: Ben Bohmfalk  
Garfield County: Frank Coberly, Tom Jankovsky

**Others attending**

CLEER: Erica Sparhawk, Stefan Johnson, Maisa Metcalf  
Holy Cross Energy: Jenna Weatherred

**Board members not present**

City of Rifle: TBD  
Town of Silt: Keith Richel  
Town of Parachute: TBD

**Call meeting to order:**

Jason called the meeting to order at 1:03 pm

**Roll Call and Approval of agenda:**

Jason conducted roll call.

Jason invited changes to the agenda, there were none.

Bruce wanted to make sure it's noted in the minutes that he's the Secretary, not the Vice Chair of the Board.

*Ingrid Wussow moved to approve the meeting agenda; Tom Jankovsky seconded the motion, and the motion passed unanimously.*

**Board Member and Public comment:**

Jason invited comments from the Board and Public.

There were none.

## **Consent Agenda:**

### **Approval of September 10th, 2021 minutes**

Jason shared that Bruce had provided edits to the September Board Meeting minutes, and that meeting included the Strategic Planning Session.

### **September & October Financials**

There were no comments on September or October financials

*Ingrid Wussow moved to approve the Consent Agenda, Ben Bohmfalk seconded the motion and the motion passed unanimously.*

## **Action Items:**

### **Strategic Plan 2022 Draft**

Erica shared that the Strategic Plan could either be approved today or in January. She explained that following the September meeting and the Strategic Planning meeting that took place, the CLEER team took the notes and suggestions from the strategic planning session and thought about incorporating them into the goals and details put forward in the Strategic Plan. These included a heavy emphasis on expanding programs and rebates to Low-Moderate Income (LMI) community members. Additionally, the CLEER team also added an area at the end of the strategic plan to focus on sustainable funding and organizational stability as Jason had suggested, given the critical importance of these components as voiced by Alice during the September board meeting.

Ben asked for more detail about the LMI programs and commented that the funding levels seem more dedicated towards energy efficiency programs versus renewable energy. He also wanted to know about how the organization is thinking about improving services for mobile homes.

Erica responded that Maisa did a memo on the LMI programs and would be sharing more on these programs and the 2022 strategy later in today's meeting. Erica continued that the LMI programs are much more heavily skewed towards energy efficiency measures, because even with large rebates for, say rooftop solar, energy efficiency is still essential to reduce utility bills and address comfort and safety in the homes.

In terms of the mobile home sector, Erica shared that Northwest Coalition of Governments (NWCOCG) are the mobile-home specialists in this region at this point and that Energy Outreach Colorado has been grappling with the challenge of more effectively reaching and servicing the mobile home residents.

Overall, Erica shared the team is very excited about the expanded number of rebates and new programs for LMI residents and is hoping to launch the new programs in January 2022.

Ben followed up commenting that it seemed like outreach is one of the biggest challenges with the LMI Sector. Even though there are many rebates and programs that could be very beneficial for these households, it remains difficult to reach many that qualify and get them enrolled.

Maisa said one of the main strategies for this sector will be to partner with other organizations like Salvation Army and Catholic charities that are already recognized and trusted by those that likely qualify for LMI programs.

Ben thanked Maisa for sharing these details and commented that it's great to have something really big and new to look forward to in each year's strategic plan. Last year it was the Solar + Storage project and report, and this year it's the new LMI programs. Ben continued that he loved that GCE is focusing on strategies to break through and engage with people that aren't necessarily the choir in terms of in interest and awareness in energy efficiency.

Bruce asked if the River Center was on the list of partner organizations to reach out to about the new LMI rebates and programs. Maisa responded that no, River Center was not on the list. She said the team would be sure to add it and that CLEER would welcome any ideas from the Board about additional groups and strategies the team should be thinking about.

Jason said that he liked the expansion of Focus Area 6. Jason recalled hearing from Alice that CLEER needs to look out for staff given the high cost of living in the region. If CLEER doesn't have the bandwidth to do all the good work that we have lined up, that is a major issue, so the idea of having a board meeting in Q2 to discuss organizational structure and funding is a welcome addition.

*Jason White moved to approve the 2022 Strategic Plan, Ingrid Wussow seconded the motion and the motion passed unanimously.*

## **2021 Supplemental Budget**

### **Resolution No. 3: Amend 2021 Budget**

Erica provided an overview of the Supplemental Budget materials. She reminded the Board that they approved additional funding (\$18,000) for rebates at the May Board meeting. The supplemental budget also included the extra contribution from Holy Cross Energy (\$5,000). The additional funding from Holy Cross Energy will allow Dave and Maisa to do advanced planning for the new LMI programs.

*Ben Bohmfalk moved to adopt Resolution No.3, Ingrid Wussow seconded the motion and the motion passed unanimously.*

### **2022 Budget Public Hearing**

*Jason White moved to open the budget hearing to the public, Tom Jankovsky seconded the motion and the motion passed unanimously.*

There was no public attendance so there was no public comment.

*Ingrid Wussow moved to close the budget hearing to the public, Tom Jankovsky seconded the motion and the motion passed unanimously.*

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### **Resolution No. 4: Adopt 2022 Budget**

Erica provided an update and overview of budget changes since the last meeting. The changes included listing the new LMI Rebates from Garfield County under “Grants from Others” and listing the membership contribution from Holy Cross Energy under “Partners”. Erica continued that the biggest change was the use of the repurposed DOE funds for implementing the new LMI program and will help keep the team accountable to GCE for this funding that is separate from our regular energy coaching.

Erica added that the “Outreach” line-item had been increased by \$15,000, and this speaks to Ben’s comments about the difficult but worthwhile efforts to effectively reach many LMI eligible customers.

Tom asked about the \$8,000 as a new line-item for Economic Transition planning.

Erica responded that this would build off of part of DOLA study dedicated to analyzing to the impacts of oil and gas communities as they go through economic diversification associated with the energy transition.

Ben asked to clarify if there was a line item for additional work from the Solar plus Storage Study since all of the Renewable Energy Energy and Mapping lines were now blank for 2022.

Erica responded that those line-items were very specific to the DOLA grant and that the follow-up work will now be billed to the line-items under Renewable Energy.

Ben said he wanted to make sure there was adequate funding to continue the follow-up and help implement the Action Plan put forward in the Solar+Storage report.

Erica replied that yes, there is funding included in the budget the Action Plan, but additional funds would be needed.

Ben agreed and commented that while it's not CLEER's role to do the projects or finance them, the organization could still play a critical role in connecting relevant stakeholders to help ensure projects materialize locally.

Ingrid asked if Erica saw any deficiencies or areas where the team would love to see more funding.

Erica continued that while she believed there was adequate funding to help continue follow-up work regarding the DOLA Report, there is so much that could be expanded with additional funding for this area.

Erica continued emphasizing the team's excitement about the new LMI programs and the crucial ability to use repurposed DOE funds to help with extra rebate amounts. The absence of the DOE funds would be a big concern for actually being able to implement and distribute all of the new LMI rebates. The CLEER team has continued to hear about people in the community struggling with expenses and cost of living that prohibits their ability to pursue energy efficiency upgrades, heat-pumps, and other energy saving measures, so the additional rebate pool should be hugely beneficial for these people.

Jason asked about line-item regarding Energy Data Management and the Buildings Navigator tool. Jason shared that he knows this isn't glamorous work, but it's very important. Jason said that Erica had shared with him that she and Mike Ogburn were looking to revamp the Energy Navigator and some of the outdated software that the platform runs on. Jason asked if there was enough funding to support this overhaul.

Erica responded sharing that pretty much all of that line-item goes to an outside consultant for inputting GCE Partner utility bill data into the Navigator Platform. Erica said she hoped to add the Navigator tool and the process of updating it as an agenda item for January's board meeting.

*Tom Jankovsky moved to adopt the 2022 Budget and approve Resolution No. 4, Ben Bohmfalk seconded the motion and the motion passed unanimously.*

#### **Resolution No. 5: Appropriate 2022 funds**

*Bruce Leland moved to approve Resolution No.5, Sean Nesbitt seconded the motion and the motion passed unanimously.*

#### **CLEER 2022 Service Contract and Scope of Work**

Erica said the Board normally approves CLEER contract in November or December so the team can get up and running immediately in January.

Erica added that the new Scope of Work was drafted to mirror the input and goals provided in the Strategic Plan.

Jason commented that CLEER's hourly fee only went up \$3 from \$93 to \$96. Jason said that given the issues with cost of living identified, maybe there should be some thinking about this fee and structure moving forward.

*Ben Bohmfalk moved to approve the 2022 Service Contract and Scope of Work with CLEER, Tom Jankovsky seconded the motion and the motion passed unanimously.*

### **Affiliate Membership:**

Erica shared she had consulted with CLEER's attorney, Jim Neu from Karp Neu Hanlon, following the September Board meeting regarding the addition of Affiliate Members and the associated administrative procedures,

Jim drafted this motion and created a structure that will allow for easier additions of other affiliate board members in the future.

Tom said this development should be celebrated, but asked if there was a way the language could allow for more flexibility in the membership dues to allow for larger or smaller fees for different types of organizations.

Ben said he liked the idea of having flexibility for membership dues, especially since regular GCE members will want to revisit membership fees.

Tom said he wanted to preserve the flexibility to charge more than \$10,000 for potential additional affiliate members.

Bruce said affiliate membership language included government entities. He then asked what kind of scenario could arise for a government entity to join as an affiliate rather than a full Board member. A government entity outside of Garfield County was the conclusion drawn.

Bruce suggested that the GCE Board take "government entities" out of the resolution regarding affiliate members, vote on Holy Cross Energy's inclusion as an affiliate, and then adopt a resolution revising the Affiliate membership costs as needed in future meetings.

### **Resolution No. 6 Affiliate Membership**

*Bruce Leland moved to approve Resolution No. 6, with the edit of removing government entities from the language. Tom Jankovsky seconded the motion and the motion passed unanimously.*

### **Discuss Holy Cross Affiliate Membership**

Erica shared the Board had discussed the possibility of adding HCE as an Affiliate member since May.

Jenna thanked Erica and the Board and commented that this inclusion should allow HCE to be more active in Garfield County. Traditionally, HCE had been less active in Garfield versus Eagle and Pitkin counties because HCE has fewer members and service territory in Garfield County.

*Bruce Leland moved to approve Holy Cross Energy as an Affiliate Member, Sean Nesbitt seconded the motion and the motion passed unanimously.*

Ben said he was really appreciative to have Holy Cross Energy as an Affiliate Member and was excited about the ability to draw on their expertise.

Jason said maybe it would be great for the Board to hear more about the HCE PURE Program in the future.

Jenna said she would be happy to present on the PURE Program in more detail at a future meeting.

### **Program Updates:**

#### **Request from Glenwood Springs for a letter of support for a CDOT Transportation Demand Management (TDM) grant**

Erica shared this is a CDOT grant that the CLEER team only learned about quite recently. Alice is having a conversation with Linda from the City of Glenwood Springs about submitting a grant. There is no request for a GCE funding match, just a Letter of Support for the grant being submitted by the City.

Ingrid said she was aware of Linda pursuing this grant and that TDM would be a great tool in the toolbox for managing increased traffic that is really needed in Glenwood.

Bruce suggested that Glenwood's experience with this grant proposal could be instructive for other GCE members and communities.

Jason said the grant is due on November 19<sup>th</sup>, so a quick turnaround is needed.

Ingrid expressed confidence and trust for Erica, Jason, and Linda to draft the Letter of Support that represents the Board and GCE well.

Tom added that the objective aligns with GCE's mission statement of reducing transportation reliance on petroleum and that should be included in the Letter of Support.

*Tom Jankovsky moved to approve submitting a Letter of Support on behalf of GCE, Bruce Leland seconded the motion and the motion passed unanimously.*

### **Solar plus Storage Study report out**

Erica shared the team had sent out a press release about the publication of the Solar + Storage Report. Allen Best covered it in his Big Pivots newsletter and there have been some other media inquiries about the report and praise for the great work and the need for it to be replicated in other areas of the State and beyond.

Bruce asked where the report was available to the public.

Erica shared it's on the Western Clean Energy Network website and she would send the weblinks to the Board.

<http://wccleanenergy.org/renewable/>

### **Overview of Low to Moderate Income Program for 2022**

Maisa shared that the team will develop a program for helping LMI families, and that the program will be designed to supplement existing programs such as the Weatherization Assistance Program (WAP) and Colorado Affordable Residential Energy (CARE) Program. She added that this new program could cover costs that aren't eligible under the other programs and that they would create a tiered rebate system that would make rebates eligible to those that don't qualify for WAP or CARE, but would still struggle to make energy efficiency upgrades without rebates.

The team also wants to create a 1-stop-shop website so that anyone that is at 120% Area Media Income (AMI) or below can go to and learn about what options are available to them.

Ben asked about the ability to reach renters with this new program.

Maisa responded that the landlords would need to sign a waiver approving the upgrades and the team would plan on doing outreach to landlords when major upgrades are required.

Tom shared he was really excited about this new program, especially as it looks to be a very tough winter for people's energy bills with increased prices for natural gas, propane, and electricity.

Maisa added that this new program will allow the team to help homes and buildings that have propane heating, whereas the existing utility programs are only available to gas customers.



Bruce commented that he could foresee a scenario where the funds are distributed very quickly and asked for the CLEER team to give regular updates to the Board on how the program is going.

Ben asked if there would be a maximum funding allocation per household.

Maisa responded that they staff is still working on the details such as maximums.

Erica added the goal for the program remains to help 30-50 households and the projections being made were based off of previous costs and results.

Jenna added that Holy Cross Energy would be happy to share details about the new program with those that have reached out to Holy Cross Energy for billing assistance when the time comes.

Tom asked when the next GCE Board Meeting will be.

Erica said the next meeting will be January 14 and will be the opportunity to discuss the calendar and schedule for 2022. There will be no need for a December meeting in 2022 since the 2022 Budget and Service Contract have been approved.

**Adjournment**

*Tom Jankovsky moved to adjourn the meeting at 2:17 p.m.; Ingrid Wussow seconded the motion, and the motion passed unanimously.*

GARFIELD CLEAN ENERGY COLLABORATIVE

DocuSigned by:  
By: Jason White  
02F0C1B64041486 Jason White, Chairperson

DocuSigned by:  
ATTEST: Bruce Leland  
0D8FB3768F7443D Bruce Leland, Secretary

These minutes were reviewed and approved by a vote of the Garfield Clean Energy Board of Directors at its meeting held on January 14th, 2022.