

## Colorado ESC Chapter Meeting August 14, 2001

**!! NEXT MEETING: October 9<sup>th</sup>, 9-11, hosted by LightBulb Supply, 2010 Delgany Street, Denver (by Coors Field; free parking). From Southbound I-25: Take Park Avenue Exit, heading toward Coors Field, right on Wewatta Street (this is the street on the right just before Coors Field); see the yellow brick building at the bottom of the hill. From Northbound I-25: Take 20<sup>th</sup> Street Exit, right on 20<sup>th</sup>, toward Coors Field, left on Chestnut Place (this is the street on the left that is just before Coors Field), see the big yellow brick building.**

### ATTENDEES

Jim Knutson (Co-Chair, Viron Energy Services), Linda Smith (Co-Chair, Gov's Off of Energy), Chris Youngs (Treasurer, CitiCapital), James Jacobson (former Co-Chair); Doug Dahle; Jim Crossman (Financial Energy Management); Mike Mendenhall (Trane); Jenny Chizmar (Johnson Controls); Gene Farnsworth (Wastren Energy Services) ; Marion Simpson (Light Bulb Supply Company); Paul Ravenelle (Ameresco).

### ACTION ITEMS

#### Upcoming CEFPI conference

The Council for Educational Facilities Planning International (CEFPI) is holding its annual international conference in Denver. We have an OEMC/ESC spot on the agenda during the Mini-Sessions – an interactive round-table discussion/presentation, where 3 identical consecutive 20-minute presentations are given to changing audiences. Session is on Friday, Oct 19, 1:30, 2:10, 3:10 at the Convention Center. For more information about CEFPI and the conference, see the web site: [www.cefpi.org](http://www.cefpi.org), mini-session, "Round-Up the Energy Savings to Pay for Facility Improvements".

**Who: Volunteer representing ESC (still looking for 1 volunteer, maybe 2 – contact Linda); Linda Smith representing OEMC**

**Timeline:** Coordinate plans/message/speakers by end September.

#### Upcoming CASBO/CSDEM conference:

The Colo Assoc of School Business Officials (CASBO) and the Colo School District Energy Managers group (CSDEM) are co-hosting the first annual Energy Managers Conference in conjunction with CASBO's annual conference. ESC was invited to participate on a panel during the "Performance Contracting in Colorado" segment on Sept 27 at 2:00 – 3:30. Meeting attendees volunteered to participate on the panel: James Jacobson, Jim Knutson, Chris Youngs, Gene Farnsworth (Carl Hurst of Seimens will also be a participant as the co-moderator of the session).

**Who: James Jacobson, Jim Knutson, Chris Youngs, Gene Farnsworth, Carl Hurst, Linda Smith**

**Timeline:** Coordinate materials for distribution, q&a suggestions, message, and protocol for answering questions by September 20.

#### Calendar and Scheduling of Upcoming Events

Develop a calendar of events for various organizations/associations to identify dates of conferences/meetings, and dates they accept applications for agenda participation, trade show booths, newsletter articles, newsletter ads, etc. Schedule presentations. Survey members (via e-mail) for names/contacts for organizations and recommendations for conference participation (contact Marion Simpson who has much info to share). Send calendar to ESC for website posting before next meeting.

**Who: Jennifer Johnson, OEMC**

**Timeline:** By next meeting, make some contacts, identify some dates, and post on web site.

### **Plan/host ESC-Member Breakfast/Luncheon with PUC on DSM Design Input**

The PUC is soliciting input on the design of its upcoming DSM program. Host a breakfast or luncheon for the PUC to meet with ESC members and discuss recommendations. Get feedback from AEE's September meeting on DSM. Contract with Jennifer Hurst to arrange luncheon and collect fees.

*Who:* **Jim Crossman (event planning), Jim Knutson (oversee contractor)**

*Timeline:* Mid-September teleconference to coordinate event. October meeting

### **Publish List of Colorado's ESC Supporting Members**

Identify current ESC members, organize by category, and publish a list for distribution as needed.

*Who:* **Linda Smith**

*Timeline:* By next event

### **Make requests to National ESC:**

Request and help establish a Colorado chapter section on the ESC web site. Include the calendar of events (by next meeting). Also, request a membership e-mail list for the state.

*Who:* **Linda Smith**

*Timeline:* Within one month

### **Compile Project Overviews**

For the web site, develop some short project overviews. Include very brief project description, photo, quote from customer, statistics (date started, contract term, project cost, annual savings, up-front capital, etc.). Keep this to ½ page.

*Who:* **All**

*Timeline:* ongoing

### **Initiate postcard campaign to showcase projects**

Develop a brief project overview on projects as installation is completed, print on postcard, and mail to peers. These can then be posted on the website as project overviews.

*Who:* **Linda Smith**

*Timeline:* Ongoing. First one ready for print by next meeting.

### **Funding Support from Association of Energy Engineers (AEE):**

Jim Knutson conveyed that AEE will give the Colorado ESC \$500 in start-up funds. This money was generated from a joint AEE/ESC seminar on Distributed Generation held earlier this year. As the chapter's treasurer, Chris Youngs will write a formal letter of request/acceptance to AEE.

*Who:* **Chris Youngs & Jim Knutson**

*Timeline:* Letter sent to AEE within one month.

### **Develop Press Release on ESC Chapter**

Write a brief overview of the state chapter, including its mission, goals, list of members, and comments from members. OEMC will distribute. ESC can use for background documentation to share with organizations, etc.

*Who:* **Linda Smith & various members**

*Timeline:* By end August

### **Identify ESC members**

In order to be listed on ESC publications and to participate in events, all participants must be ESC members (paid through national organization). Encourage ESC membership and identify members.

*Who:* **Linda Smith**

*Timeline:* By end August

### **Participate in Energy Task Force**

Jim Knutson is on the Energy Task Force led by Senator Haggdorn, and suggested that other ESC members participate on the energy efficiency subcommittee. John McAllister is also participating. Paul Ravenelle volunteered.

*Who:* **Jim Knutson, Paul Ravenelle ?, Mike Mendenhall**

### **Develop a Chapter Budget**

The \$500 from AEE starts a budget, and national dues will begin to help support state chapter activities as well. A budget needs to be submitted to the national chapter. Funds could cover the cost of trade show booths, publications, meeting rooms, mailings, contract support for coordinating events, etc.

*Who:* **Chris Youngs, Doug Dahle**

*Timeline:* Discuss budget during next chapter meeting with plans to submit budget to national ESC at the mid-October meeting.

## **DECISIONS**

### **Fairness in Event Participation**

The chapter will create opportunities for ESCOs, financing companies and other members to participate on panels, give presentations representing the ESC, participate in trade shows, etc. The number of participants will often be limited, so a protocol to ensure fairness will be followed: Must be a current member of the ESC and must be actively involved (attending state chapter meetings, taking on assignments, etc.). A first-come/first-served process will then be used as needed. The calendar of events will identify opportunities far in advance, so members can identify their particular priorities and put in requests for desired events.

## **DISCUSSIONS**

### **Future Customer Workshop**

Ideas include: DSM program as key topic; Focus on a single market sector (hospitals, cities/counties); Education on new legislation (something new as a draw); Request Governor's participation or Senator Haggadorn or Rep. Smith; Use previously developed workshop agenda (9am to 2:30) or do short luncheon format with Q&A panel; market to people using BOMA and other organizations.