

# ENERGY TRUST

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**Mark E. Miller, C.P.M., CPPO, Chairman**  
**Milton E. Nagel, C.P.A., Vice Chairman**  
**R. Allan Gorsuch, Ed.D, Manager**

## **November 8, 2007 MINUTES**

- I. Call to Order/Quorum** – A quorum was established by Chairman Mark Miller. Present were: Milton Nagel, Tom Kappra, Tim Brooke, John Johnson, Robin Landgraf, Rodger Daugherty, Charles Connolly, Vince Tolbert, Mike Spears and Karina Jackson.

Also present: Allan Gorsuch, Jim Wright, Jeff Rank, Harold Higgins, Vivian Anders and Noel Chesser.

- A. Approval of Minutes – Upon a motion by Tim Brooke, seconded by Charles Connolly, the September 13, 2007 minutes were unanimously approved.
- B. Finance Report – The finance report dated 10/31/2007 was distributed and filed for audit.
- C. Audit Committee Report – The Audit Committee (Mike Spears, Karina Jackson and Erin Thornton) met on October 4, 2007 for review of fiscal year ending June 30, 2007. A copy of their review and comments were included in a letter dated November 7, 2007 distributed by Michael Spears, Trustee and Audit Committee Chairman.
- D. Other:
- a. Name Change – The Eastern Shore Superintendents wanted an opportunity to review the possibility of a name change at their November meeting. This item will be addressed at the January Energy Trust meeting after feedback is received from the superintendents.

## **II. Managers Report**

- A. Communications:
1. Public Service Commission – Dr. Gorsuch advised that South River Consulting had been hired by the PSC to help them understand the purchasing model the ESMEC Energy Trust is using.
- B. Publications - Designs:
1. Letterhead/Brochure designs have been put on hold pending feedback from the Superintendents' November meeting.
- C. Marketing:
1. Wicomico County Government – Dr. Gorsuch and Noel Chesser met with Wicomico County. They have 3 and 5 year contracts, but need to begin thinking about strategies before these contracts come up again, thus the purpose in this meeting.

2. City of Salisbury – Dr. Gorsuch, Noel Chesser and Mark Miller will meet with the City of Salisbury officials in January.
  3. Eastern Shore Association of Municipalities – Copies of the November 1, 2007 press release, “Educational Energy Trust Innovative New Electric Procurement Program Achieves First Year Savings of \$2.5 Million,” was sent to municipalities on the Shore resulting in some discussion/interest among small towns. Discussed some of the concerns associated with these towns and small office staff, in particular the processing of the necessary data to SRC. Discussed possible alternatives to help in the handling of these matters. This will be discussed in more detail at the January meeting.
- D. Smart Meters – Letter to Gary Stockbridge regarding Smart Meters - Dr. Gorsuch distributed a copy of a draft letter to be sent to Gary Stockbridge at Delmarva Power regarding the implementation of Smart Meters. Will advise of any response to this letter. It was mentioned that Facilities people would need to be kept abreast of this as there may be some concerns that will need to be addressed in that area.
- E. Other:
1. Fee Policy – Municipalities - After considerable discussion it was decided to leave the fee policy as is and revisit a different approach to municipality fees at the January meeting.
  2. U.B.I. – Noel commented on the U.B.I. system and how it is used to manage and track information by member, rate class, etc. – a tool for managing energy costs – and how ultimately they would like to get all electric information into this system. Conversation led to bill paying information and methods.
  3. XL E-Mail Manager – After the discussion on the U.B.I. system, Mike Spears shared information on XL E-Mail Manager and how he shares information sent to him by Pepco every month. Mike handed out information and advised this works only with Outlook.

### III. Consultants Report

- A. Block Portfolio Report - } Noel handed out and reviewed charts in detail.
- B. Market Projections – }
- C. Peak Hedge Level Recommendation – Noel talked about the method of evaluating risk and the costs of reducing this risk. Explained this as a means of generating more information to make better decisions. Will put this on the agenda for January and wants to revisit this each year. Noel will give his recommended revisions at the January meeting.
- D. Billing Rates for December and January – No change.
- E. Load Response Progress – See “Demand Response Overview” that Noel handed out.

F. Curtailment Service Providers – Noel spoke to the benefits of doing both; PLC (Peak Load Contribution) and ELRPO (Emergency Load Response Program), helping you reduce your demands. Again, see information on “Demand Response Overview” that was distributed. A survey will be developed and distributed to Participants to identify generation assets that could be used to manage demand.

G. Other:

1. Tier Requirements – Noel Chesser handed out the chart on Tier Requirements and suggested to buy now for 2008-2009 to meet the renewable requirements. Discussion ensued regarding landfills and ways in which to create incentives here on the shore to address these environmental issues. (See copy of article handed out on “Electricity made from Trash.”)

There being no other business the meeting adjourned at 12:15 p.m.

The next meeting is scheduled for Thursday, January 10, 2008 at 10:00 a.m. at the Queen Anne's County Board of Education.

Respectfully submitted,

R. Allan Gorsuch, Ed.D.  
Manager, ESMEC Energy Trust