

ESMEC
Eastern Shore of Maryland Educational Consortium

ENERGY TRUST

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

June 14, 2007
MINUTES

- I. Call to Order/Quorum** – A quorum was established by Chairman Mark Miller. Present were: Erin Thornton, Tom Kappra, Robin Landgraf, Rodger Daugherty, Mike Spears, Karina Jackson by Proxy for Allison Canada and Harold Higgins.

Also present: Allan Gorsuch, Gene Adkins, Vivian Anders, Dale Gant and Dave Elzey of Delmarva Power, Noel Chesser, and Bert Wilson.

- A. Smart Meter Presentation – Dale Gant and Dave Elzey were on hand to discuss the AMI (Advanced Metering Infrastructure). Discussed in detail the transformation and technology for a more Intelligent Utility Network, the challenges associated with the implementation along with the potential timelines and benefits. Discussion ensued with Bert Wilson and Doug Gant regarding the importance that the real load profile/actual data has on daily reconciliations and also the ability and benefits of accessing the data immediately.
- B. Approval of Minutes – Upon a motion by Robin Landgraf, seconded by Karina Jackson, the April 12, 2007 minutes were unanimously approved.
- C. Finance Report – Robin Landgraf gave overview of May 31, 2007 finance report and explained the \$1,600 in extra funds.
- D. S.R.C. Contract– Mark Miller, Milton Nagel and Mike Spears met previously and reviewed the April 17, 2007 proposal submitted by S.R.C. Upon a motion by Mike Spears to approve S.R.C.'s proposal as submitted and seconded by Tom Kappra it was unanimously approved.
- E. FY 2008 Budget – Dr. Gorsuch reviewed in detail the Operating Budget for FY 2008 and the changes associated with his retirement from the Eastern Shore of Maryland Educational Consortium. Upon a motion to accept by Mike Spears to accept the Proposed Operating Budget for FY 2008 as submitted, seconded by Rodger Daugherty, and unanimously approved. Advised all reimbursement requests would be shown in the budget.
- F. Revised Fee Policy – Allan Gorsuch reviewed changes in fee policy to include out of the region entities wishing to enroll selected accounts and the fees associated with these accounts. Mark Miller entertained a motion to approve the revised fee policy as indicated, so moved by Robin Landgraf, seconded by Karina Jackson and unanimously approved.

G. Application – Harford County Public Schools and

H. Application – Harford County Government –

Upon a Motion by Robin Landgraf and seconded by Mike Spears, both applications were unanimously approved.

I. Audit Committee – Mark Miller asked for volunteers. The following agreed to serve and report back to the Energy Trust at the November 8th meeting:

Mike Spears, Chairman
Erin Thornton
Karina Jackson

J. Portfolio Policy Review – Bert Wilson reviewed the ESMEC Electric Portfolio and handed out copies of charts along with a summary sheet. Reviewed in detail the results, consumption, market, market changes, position, billing rates, and budget and metering. Advised the new rate schedule for billing months of **July 2007 – October 2007** (Meter Reads Beginning June 2007 – Meter Read Ending October 2007) would be set at:

Rate Schedule:

SGS / SGS SH / LBS	\$0.1000
GSP	\$0.0970
OL / ORL	\$0.0825

Allan Gorsuch recommended revisiting the billing rates in September to establish next rates for the fall. Upon a Motion by Mark Miller, seconded by Robin Landgraf, it was unanimously approved to establish next rates again in September.

K. Legal Services Agreement – Allan Gorsuch distributed copies of the letter dated June 8, 2007 from Chip MacLeod of Funk & Bolton and advised the estimated rates will remain in effect through Fiscal year 2008.

L. Other -

Mark Miller advised his conflict of interest has changed in that his sister-in-law is now with FERC and wanted this reflected in the minutes. No other comments were made.

Gene Adkins asked Noel Chesser for Kwh for library accounts to calculate their share of the budget. Noel is to e-mail this information to Gene.

Noel Chesser advised that the State is now sitting in on BRCP meetings.

II. Managers Report

- A. Communications and
- B. Legislation/PSC –

Allan Gorsuch reviewed several pieces of correspondence received since the last meeting.

- C. Marketing – Allan Gorsuch advised he would proceed with a press release speaking to the process that the Energy Trust is now using and the resulting savings for FY 2007.
- D. Facilities Update Forms – It was discussed and decided not to continue using the Facilities Update Forms as this same information is available through U.B.I. A yearly reminder will be sent out to encourage participants to review and update their information.
- E. Budget Assessments for FY 2008 – Allan Gorsuch pointed out the FY08 Budget Allocations and advised invoices would be mailed within the next week.
- F. Participant Information Updates – Updated information provided in packets handed out.
- G. Fuel Oil Purchasing Decision – There will be no further collaborative effort by the Energy Trust in this regard.
- H. ESCO Partnership Agreement – Discussed partnership arrangement and whether or not there was a need for such. It was decided by all to wait and see what was done with the smart metering. Leave it alone until March of 2008.
- I. Operating Procedures – Pepco Agreement – Allan Gorsuch advised this was a fully executed copy to be included in the Agreements, Policies, Guidelines and Strategies binders along with the updated Table of Contents.
- J. August 9 Meeting – Cancelled.
- K. Other – Management Services Agreement dated June 14, 2007 – Between the ESMEC Energy Trust and the Eastern Shore of Maryland Educational Consortium. This agreement includes details as to how the billing will be done. Upon a motion by Mike Spears to accept the agreement as presented, seconded by Robin Landgraf, it was unanimously approved.
 - A revised listing of meeting dates was distributed with the first meeting of FY 2008 scheduled for September 13 and then every other month.
 - Allan Gorsuch commented on bill paying on time and asked each participant to check their process to make sure this is being addressed promptly.
 - Mike Spears shared with the Trust Participants XL E-mail Manager for converting information to your own excel spreadsheet. He is to forward information to the Energy Trust office which will in turn be forwarded to all participants.

III. Consultants Report

- L. Electricity Market/Hedged Position – See “Portfolio Policy Review” above.
- M. Billing Rates - See “Portfolio Policy Review” above.
- N. Other – Noel handed out informational booklets, “A Tool to Help Reduce Energy Costs.”

There being no other business the meeting adjourned at 1:05 p.m.

The next meeting is scheduled for Thursday, September 13, 2007 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