



**Western San Juan Community Energy Board
Meeting NOTES: Jan 22, 2013 @ 3:00-5:00 p.m.**

Miramonte Building, Telluride

EAC's (3:00-4:00)

Attendees: John Howe, Deanna Drew, Nina Kothe, Elaine Fischer, Todd Brown, Dudley Case, Kim Wheels

By Phone: Bob Risch, Ken Haynes, Patti Grafmyer, John Strang

1) FacilityDude (30 min) - John from FacilityDude available for questions

- a) Status, Questions, Next Steps, (spreadsheet upload trainings to be set up individually – Karen, Nina, Deanna, Will, others?)

Kim has gone into each account & adjusted the setting items recommended by John during the December training. Per previous email to EAC's, the following adjustments were made:

- 1 - Administration - Global Settings - Fiscal Year changed from July-June to Jan-Dec.
- 2 - Administration - Normalized Settings - data changed from "below 55 deg heat & above 55 deg cooling" to "below 60 deg heat & above 70 deg cool"
- 3 - Home Page - ENERGY STAR replaced with "Getting Started"
- 4 - Top 10 Meters Chart - adjusted column widths for readability
- 5 - Groups & Benchmarking - Settings (cogwheel at bottom) - billing period is now "last calendar year", Increased # of meters to be listed (this change doesn't seem to save)

Bob reported on Ouray's experience with entering data and on the reports. Easy to use for data entry. High/low values in data "pop" out when running reports.

Worked through a couple of features: (1) tagging bills that show anomalies, (2) tagging energy projects in accounts.

EAC's are requested to start working with the program, & load remaining 2012 data. Kim will set up spreadsheet loading trainings with FacilityDude for those that wish to maintain use of existing spreadsheets. Contact Kim or John @ FacilityDude with questions!

2) Employee Efficiency Program (30 min) - presentation by Nina, status updates, next steps

Nina reported on program development for SMC and gave a presentation she has prepared for her staff. Focus on 8 tenants of behavior change and tools for engaging involvement and commitment from staff. Fair reward system critical. Discussion about how to maintain enthusiasm among EAC's through this process – maintain group support & communication. Deanna reported on her efforts in TMV. Her experience is that tasking Department Heads is not generating enthusiasm (whereas her previous experience with a bottom-up approach did). But she's found out that each Department is taking some action, they just don't want to talk about it. Key observations:

- Awareness among leaders of the bigger picture of regional & local goals, community plans, etc. (vs. seeing it as a pet project of the EAC) is important.



- *Subtle, non-pressuring approach toward encouraging action is beneficial*
- *Offer to help track results, rebate applications, etc. is helpful*

Todd & John H. provided input regarding challenges of changing overall community behavior. Discussion - Use recognition, role of honor, incorporate into new employee orientation, non-monetary rewards

Kim will follow up with EAC's regarding status, progress, and what assistance is desired with initial staff meetings.

Board (4:00-5:00)

**Attendees: John Howe, Deanna Drew, Nina Kothe, Todd Brown, Dudley Case, Kim Wheels
By Phone: Bob Risch, Ken Haynes, Patti Grafmyer, John Clark, Randy Barnes**

3) GHG Inventory results

- Revisions needed?
- What to do with this data?
- Present overall 2011 results at SMC IG meeting on Feb 4?

Kim reported on results of 2011 GHG Inventory (overall regional GHG & jurisdictional results) using pie charts and data spreadsheets. Data is to be kept confidential until further analyzed, modified and appropriate presentation method is decided upon by WSJCEB.

Commonalities noted among pie charts – Buildings (residential & commercial) contribute the most GHG in all communities, regardless of variability of specific percentage in each. Purchasing Local Food can make a significant difference in all – support the Farmers' Markets!

Everyone is asked to look at Assumptions on the jurisdictional data & results. Contact Kim with questions & requests to modify results. Items identified during meeting:

- *Gondola will be extracted from TMV commercial buildings & moved to Transportation (split between ToT & TMV)*
- *TMV portion of WWTP will be split out from overall WWTP (currently 100% is allocated to ToT)*
- *Governmental energy consumption to be separated out using data available in FacilityDude – to demonstrate small percentage of overall that is actually govt use. Also use yr-to-yr data from FacilityDude to showcase govt progress, efforts, accomplishments*
- *TMV – Kim will work with Deanna – to separately identify snowmaking water supply, snowmelt gas usage, etc.*

Discussion about whether to present at SMC IG meeting resulted in decision to wait until July IG meeting. At that time, present 2011 & 2012 results, EAC successes & projects, etc.

4) WSJCEB Projects & goals 2013

- Projects/Priorities list, Action Plan Matrix, STRATEGY Action Plan



Brief discussion about 2013 priorities – Based on GHG Inventory, group will continue focus on Building Energy Use

Water conservation & projects were also identified as priorities

- 5) Board & EAC Updates
- 6) CEC Announcements
 - a) QECB's available through CEO – *these are also available to non-profits, utilities, etc.*
 - b) Notify WSJCEB of EcoAP potential funding situation for 2014 & related plans for 2013
 - c) We-Cycle (Bill Alexander) – free electronics recycling business from Delta

- 7) **Next Meeting: February 12 or 19? Topics?** *Kim will Doodle poll to select date.*

Next Meeting Potential Topics

- 8) Water Conservation Plans – WaterSmart guidelines or anything else...
- 9) Environmentally Friendly Purchasing Policy
- 10) Zero Waste Task Force Update by Walter