

Mid-Year Meeting Notes; Campus-Based Energy Efficiency Working Group; UNC Pembroke; 2/16/16

Jerry Marshall (App State) filled in as Working Group Leader, since the elected leader—Chris Martin—stepped down from the UNC system. Laura Johnston (App State) took minutes.

Old business: last year at the Appalachian Energy Summit, three subgroups were formed:

- (1) organizational effectiveness
- (2) technical expertise (i.e. net positive facility—incredibly complex)
- (3) communication / best practices

Brief recap of subgroups' past discussions (i.e. curricula; listserv; tours; newsletter; putting training opportunities on listserv; what are the tools that make an Energy Manger successful?).

Question: should this group be looking at anything other than (1), (2), and (3) above? Should any of these be combined? Only 2 or 3 representatives of each subgroup are here today. Jerry: do you all think you've accomplished your goals? Comment: ECM's: we can come up with ideas, but how can we fund them? Jerry: should we look at that? Comment: the business group already is. Jerry: a fourth thing is grants—another group is looking at this. Comment: we can look at a bill regarding renewables at some point. Comment: performance contracting: after you have engineered something down, it is not as efficient. We need to talk to those people. Jerry: I would like to incorporate that into 1292 funds (energy carry-forward). 60% has to be spent on energy efficiency. Comment: it's hard to use it on capital projects because it has to be spent during that fiscal year. Not encumbered—actually spent. Discussion of difficulty with timelines. Comment: 10-year cost of operation is supposed to be included. Jerry: should we form a finance subgroup? Comment: let's meet with the existing finance group. Tony and Terry agreed to meet with them.

Jerry: are we doing something we shouldn't be? [No comment.]

Jerry: we want all of our Energy Managers to be successful. Part of the reason some are not as successful as others is how they're positioned within the university structure. Our subgroup has had limited success. Thoughts? Comment: get Associate Vice Chancellors to fight for us—talking to one another.

Jerry: it sounds like we should stick with our existing three groups. During the breakout session:

- Review the overall scope.
- List any accomplishments since the July 2015 summit.
- What do you need / want to do as a group before the summit this year? One person's name should be by each task (even if your subgroup only comes up with one task). That person is responsible.

Detailed notes from the Organization Effectiveness Subgroup:

Participants: Jerry Marshall, Steve Sharp, Terry Divine, Liz Linnie, Tom Baldwin, and two others. Minutes taken by Laura Johnston.

We haven't met in the last six months.

Terry: This summer, Chris Martin reported on commissioning. He looked at five buildings last week. It is amazing the things we missed. Jerry: are you fixing those things in-house? Terry: most of it. Our Preventive Maintenance staff needs training (which is the second task, after fixing it). For example, dampers are not closing 100%. We have \$360k of 1292 funds, and I hope to get 15 buildings done by June.

Terry: manpower is a problem. Slots are being held for people on disability, but they don't come back. We need to get on the same page with Human Resources and make sure they don't hold a slot so long that the position gets taken away. We also need to look for long-standing vacant spots in other areas (i.e. Carpentry) and ask the Vice Chancellor to move it. As far as the state is concerned, the money has to be there for the position to be there. Discussion of RIF's: ten housekeepers are cleaning 50 buildings. Comment: we get new buildings without new positions. Comment: we need to work with Human Resources and Vice Chancellors or Associate Vice Chancellors on this issue. Question: what about creating a new position under the Energy Manager? Terry: that's what I'm trying to do. The HVAC Supervisor currently fills this role. Jerry: we're trying to swallow a whole elephant. Should we start focusing on one thing per summit that makes an Energy Manager more effective?

Back to prior topic: fixing existing buildings is more doable than building new ones. Comment: commissioning is important. Retro-commissioning: this takes a long time, and then you have to find money for fixes identified as needed. Discussion of controls retrofit. Difficulty with not knowing how to work on something / companies no longer supporting products. Question: when Chris Martin does commissioning, is controls sequencing checked? Answer: yes. Jerry: keep us informed of savings, please. Steve Sharp: we need to come up with a presentation for Vice Chancellors. Jerry: we need to start by giving them a paper about what makes an Energy Manager successful. Terry: should we look back at past summits to see if this has been done? Jerry: I think we keep discussing it but haven't done it yet.

Terry: looking at things that need to be done by the 2016 Appalachian Energy Summit—

- Retro-commissioning: Steve takes responsibility. Jerry's question to Terry: do you have a budget? Terry: 1292 funds. Jerry: the number one thing an Energy Manager needs in order to be successful is a budget. Discussion of funding timeline (authority, etc.). Discussion of keeping running list of ideas for how to spend 1292 funds.

To recap, the three key things to make an Energy Manager successful are:

- (1) Labor. Terry takes responsibility, with Liz's help.
- (2) Budget. Jerry takes responsibility, with Steve's help. This goes beyond 1292 since the timeline is so tight for energy carry-forward and since it is legislatively-driven and can be rescinded at any time. Regarding 1292 funds:
 - a) Energy Managers should have spending authority (not just suggestive authority).
 - b) 100% of 1292 should get spent on energy efficiency, not just 60%. We need to help the Vice Chancellors realize that spending 100% on energy efficiency is better in the long-run since it snowballs. Maybe we should ask for 80% at first and then 100% next year.
 - c) Bottom line: an Energy Manager needs a budget, regardless of where it comes from.
- (3) Retro-commissioning. Steve takes responsibility, with Terry's help.

The group will use the listserv.

Jerry will compile everything from the three subgroups by the July 2016 Appalachian Energy Summit.

Summary from Other Subgroups' Breakout Sessions:

Communication and Maximizing Existing Expertise Subgroup; summary provided by Patrick Richardson (App State).

- This subgroup is happy with their current goals.
- They extended the context for the listserv, reaching beyond North Carolina.

- They started an ECM list, which is in progress.
- Jessica O'Hare is in charge.
- Each member of the committee will reach out to at least two school districts—they can use what we know, and we will offer to add them to the listserv.
- Patrick takes responsibility for continuation of the ECM list and for submitting to subcommittee members for use and review. Patrick will also talk with professors to find a student to explore a web interface.

Technical Expertise Group; summary provided by Pamela Metcalf (Central Piedmont Community College):

- Dick Kabis and Pamela Metcalf are the leaders.
- Pamela will contact Wake Tech to discuss their Technician program, which rolled out a curriculum last fall, she thinks.
- Investigating whether or not colleges and universities can offer training and have trainees sign a non-compete agreement. Dick Kabis takes responsibility; Pamela will email him.
- Michael Cichetti will provide job descriptions via email to Pamela within one or two weeks of today's mid-year meeting.