Ohio Energy Project Board Meeting

Date: February 7, 2019 Time: 1:30 p.m.

**Location: Ohio Energy Project offices,**

**200 E. Wilson Bridge Rd., Worthington, Ohio**

**Board Members Present:**

Scott Potter, Ohio State University – President

T.J. Faze, Vertiv – Treasurer

Barry Schumann, AEP – Secretary

Jackie Bird, consultant – Governance Chair

Dale Arnold, Ohio Farm Bureau Federation

Andrew Finton, North Central Electric Cooperative – trustee

Jeanne Gogolski of EducationProjects.org – trustee

Holly Karg, American Municipal Power – trustee

Jill Kocher, Public Utilities Commission of Ohio – board partner

Chris Monacelli, Westerville Electric Division -- trustee

Susan Moser, Ohio Development Services Agency – board partner

Tony Ramos, Northeast Ohio Public Energy Council – trustee

Ryan Stredney, Columbia Gas of Ohio -- trustee

Stjepan Vlahovich, Ground Level Solutions – trustee

**Board Members Not Present:**

Devin Parram, Bricker & Eckler – Vice President

Janet Rehberg, Buckeye Power – trustee

Ryan Steyer, OSU Moritz College of Law – board fellow

Bill Yost, retired hydrologist – trustee

**OEP Staff Present:**

Shauni Nix, Executive Director

Sue Tenney, education director

Monique Heath, education coordinator

Jessica Sarber, education coordinator

Liza Richard, finance manager

**Call to Order and Welcome:**

President Scott Potter asked for a motion to affirm a quorum in attendance. Stjepan Vlahovich moved a quorum; Jackie Bird seconded. Potter called the vote. Motion carried. Potter called the meeting of the board to order.

**Approval of Consent Agenda and Minutes:**

Potter noted the proposed agenda, financials, minutes of the December board meeting and results of the board function assessment had been distributed electronically prior to the meeting, and asked if there were any corrections or additions. Hearing none, Potter called for a motion. T.J. Faze moved to accept and close the agenda and to approve the December meeting minutes; Stjepan Vlahovich seconded. Potter called the vote. Motion carried unanimously.

**OEP Committee Structure:**

Scott Potter shared that based in part on results of the board function assessment survey, he, Shauni Nix and T.J. Faze had discussed ideas on revisiting the OEP committee structure to enhance the board’s effectiveness. Potter shared a proposed structure that includes six committees – three standing committees including Executive, Governance and Finance – plus Marketing, Funding and Program/Impact committees. The proposal calls for each board member to submit their first and second choices to serve on the Marketing, Funding or Program/Impact committees, and optionally to serve on one of the standing committees. A staff member would be assigned to each committee. Potter said committees would meet between or before board meetings to discuss topics in greater depth and length than is typically possible at regular board meetings, and would report to the board to enable board members to make better informed decisions.

Faze and Potter said under the proposal Marketing would focus on messaging to OEP customers including teachers and students as well as funders; Funding would focus on identifying resources and strategies to seek and obtain funds to enable OEP to meet its mission; and Program/Impact would focus on evaluation, interactions with teachers and students, etc. Faze said the proposed committee structure would align with the organization’s strategic plan. Nix complimented board members on the collective knowledge and experience each offers, and she is concerned the existing committee structure does not enable board members to “give all your best.”

Potter asked each board member to review the proposal and to provide feedback including first and second committee choices and an option standing committee choice to Shauni Nix and himself by March 15. That will allow time to consider feedback and committee choices, and to be in position to make a decision on implementing a new committee structure at the April 4 board meeting.

Nix shared that 17 of 18 board members completed the board function assessment. Jackie Bird strongly encouraged all board members to complete the assessment, as full participation in the assessment and other evaluation tools suggested by the Ohio Association of Non-profit Organizations gives funders comfort the organization is following best practices.

Bird asked if the board would like to participate in board ethics training, another best practice. She noted the Ohio Attorney General’s office offers online training or an in-person training presentation. The board agreed ethics training would be good and asked Nix to look into training options that could be offered at a future board meeting or online.

**Financial Report:**

T.J. Faze referenced the profit and loss and balance sheet documents shared electronically, stating the typical annual cycle of incurring expenses early in the fiscal year in order to conduct programs led to an anticipated negative balance as of December 31, but that income to date in 2019 has returned OEP to the black. He also noted audited financial statements for fiscal years 2018 and 2017 show that OEP program-related expenses at about 88 percent of income, with overhead expenses accounting for about 12 percent of income. Faze observed program-related expenses at 90 percent is widely considered world-class, placing OEP in very good standing in terms of its overheard-to-program expense ratio. Potter called for a motion. T.J. Faze moved to accept and submit the financials for audit; Andrew Finton seconded. Potter called the vote. Motion carried unanimously.

**Executive Director Updates:**

Shauni Nix shared the 2018 OEP annual report and a tri-fold brochure targeted at educators created by staff in conjunction with marketing firm Creative Spot. The board complimented staff on both pieces, noting the annual report tells a compelling story aimed at funders and others while the teacher brochure offers clear, engaging information on programs for classrooms and workshops for educators and students.

Nix shared an updated version of the organization’s strategic plan, noting that items highlighted in yellow have been changed from prior versions based on board feedback and items with strikethrough have been completed for now. She asked board members to review the plan update and send feedback to Scott Potter and herself by March 15.

Nix shared several funding updates: funding proposals have been submitted in the new year to IGS Energy and AMP; a meeting has been set for staff to meet with the science curriculum director of Dayton Public Schools to discuss potential programs; the Martha Holden Jennings Foundation has awarded OEP a $10,000 grant for grade-level programming; Nix and Sue Tenney attended a workshop at the Columbus Foundation where they meet with Columbus City Schools officials and discussed program possibilities in the $10,000 to $25,000 range; and the Mid-Ohio Regional Planning Commission (MORPC) is interested in working with OEP on programming, likely at the high school level.

Nix advised there have been some issues with energy efficiency resource vendor AM Conservation around back office matters which, although they did not negatively impact programs and have been resolved, did cause a great deal of work and frustration. She said there are two years remaining on a memorandum of understanding between OEP and AM that locks in pricing, but said staff will look at creating a request for proposal for those services. Ryan Stredney advised staff to document any and all issues as they occur to help inform the new RFP.

**Education Updates:**

Sue Tenney advised that leadership summit programs are wrapping up with a few energy workshops scheduled through early March. She said the programs have been going very well. Tenney also reminded everyone the Youth Energy Celebration will be held May 8 at the Columbus Zoo & Aquarium from about 10:30 a.m. to 12:30 p.m.

Jessica Sarber said the energy efficiency programs are well underway with teachers presenting the program in the classroom and some surveys already coming in. All EE surveys are due in April. Sarber said staff is working on the development of secondary and elementary curricula versions of the EE programs to be implemented next school year. The secondary curriculum is changing the most from the current EE curriculum to better align with standards and curriculum, and is the primary focus of staff right now. The elementary curriculum will undergo fewer changes.

Monique Heath led board members through an activity called “What about the Bulb” that is offered as a supplemental classroom activity. A Venn diagram illustrating the intersection of characteristics of incandescent, fluorescent and LED bulbs is presented and participants are given answers to 12 questions about bulbs. Participants then endeavor when prompted with a question to place the answer in the appropriate location on the Venn diagram. Heath said the activity typically leads to a fuller discussion about bulbs and energy among all participants in the activity.

**Climate Change:**

Shauni Nix asked the board about thoughts on developing a climate change curriculum given the prominence of national dialogue around climate change and the interest of Ohio teachers, particularly at the high school level, in the topic. Board members generally favored looking at a climate change program as long as the curriculum is fair and balanced, which has been a hallmark of National Energy Education Development (NEED) Project and OEP programs since their inception. Scott Potter asked staff to prepare for the April meeting agenda a more detailed discussion about what would need to be included in such a program which would look at the role of all energy sources in the climate change discussion.

**Statehouse Report:**

Dale Arnold arrived near the end of the meeting and advised he had just spent the afternoon with new legislators at the Ohio Statehouse discussing energy issues in his role as director of Energy, Utility and Local Government Policy with the Ohio Farm Bureau Federation. Arnold said the legislators he met were very interested in learning more about many aspects of energy issues in the state. He said the legislators commented education of the state populace was very important in helping them effectively address energy issues. Arnold took the opportunity to discuss with legislators the Ohio Energy Project’s decades of work with Ohio K-12 educators and students to provide balanced energy education. He reported the legislators were interested in OEP’s work.

**Upcoming Meetings:**

An informal board meeting will be held from 1:30-3:30 p.m., Thursday, March 7, at the OEP offices for board committee meetings and any board members who wish to meet with other board members or OEP staff in an informal setting. The next full board meeting will be held from 1:30-3:30 p.m., Thursday, April 4, at the OEP offices.

**Adjournment:**

Scott Potter called for a motion. Jackie Bird moved to adjourn; Jeanne Gogolski seconded. Potter called the vote. Motion carried. The meeting adjourned at 3:07 p.m.

*-Recorded by B. Schumann, secretary*

**Upcoming OEP events:**

Energy Workshop – Feb. 26, 2019, Dayton

Energy Workshop – Feb. 27, 2019, Dayton

Energy Workshop – March 5, 2019, Columbus

Energy Workshop – March 6, 2019, Columbus

Informal Board Meeting/Committee Meetings – March 7, 2019, Worthington

**Board Meeting** – April 4, 2019, Worthington

Energy Portfolios due to NEED – April 15, 2019

Informal Board Meeting/Committee Meetings – May 2, 2019, Worthington

Youth Energy Celebration -- May 8, 2019, Columbus

DP&L AEGIS Workshop, June 4-6, 2019, Dayton

**Board Meeting** – June 6, 2019, Worthington

Central Ohio Energy Sources Tour – June 24-26, 2019, Columbus

Informal Board Meeting/Committee Meetings – July 4, 2019, Worthington

**Board Meeting** – Aug. 1, 2019, Worthington

Informal Board Meeting/Committee Meetings – Sept. 5, 2019, Worthington

**Board Meeting** – Oct. 3, 2019, Worthington

Informal Board Meeting/Committee Meetings – Nov. 7, 2019, Worthington

**Board Meeting** – Dec. 5, 2019, Worthington

Board members are encouraged to attend any OEP event. See [www.ohioenergy.org/events](http://www.ohioenergy.org/) for information on more upcoming events or contact OEP staff for specific event information.