



**Pacific Northwest Center of Excellence for Clean Energy
Governance Board Meeting**

Portland State University, University Place Hotel &
Conference Center
310 SW Lincoln St, Portland, OR 97201

December 8, 2011; 2:30 – 4 pm

In attendance:

Lawrence Beaty, ISU/ESTEC
Terrence Browne, Avista Utilities
Mark Fischer, WDVA/VCC
Alan Hardcastle, WSU/Extension Energy Program
Diane Quincy, Avista Utilities
Kairie Pierce, WSLC
Dennis Skarr, WDVA/VCC
David Sorensen, WestCAMP
Bob Topping, Chemeketa Community College
Sally Zeiger Hanson, WSU/Extension Energy Program
PNCECE: Barbara Hins-Turner, Jamie Krause, Monica Brummer, Yvonne Chase

Call to Order and Introductions, Diane Quincy, Avista Utilities

Diane Quincy chaired the meeting for absent chair, Troy Nutter.

Adoption of October 2011 Minutes (Action Item)

Diane Quincy asked if the Manufacturing Taskforce had the training readily available and if the outcomes were reported to the Education Taskforce. Bob topping said that it was part of the assessment process in an attempt to define training associated with technology. This is a direction back to the Education Taskforce to report on. The minutes were accepted and approved without changes.

Grant Principal Investigator Update, Barbara Hins-Turner

CEWD Conference/Congressional visit: Barbara Hins-Turner and Kairie Pierce, of Washington State Dept. of Labor and Industries, attended the annual Center for Energy Workforce Development conference held in Washington DC. They also visited Senator Cantwell's and Senator Murray's offices to talk about the DOE grant and the K-12 Apprenticeship Appreciation project. Staff of both offices want to be advised on how the projects are progressing.

The H1B grant proposal was submitted. WSU will be the lead organization; Alan Hardcastle will be the project manager. Alan stated that the purpose of the project is to encourage citizens, particularly returning veterans, to become engineers. Universities and Incremental Systems will become partners to identify how a training system is built and implemented using skill sets from military personnel. This will honor skilled veterans returning to the community and will offer available resources for opportunities through power energy, aerospace & advanced manufacturing sectors, and industrial controls. There could be certifications connected. RETC would set up the boot-camp design and VCC will assist with the veterans support. Expect to hear about the H1B awardees in March 2012.

Governance Board Appointment: Dr. Walton appointed Lawrence Beaty of ISU/ESTEC in Idaho, and Dave Sorensen of WestCAMP in Utah, as members of this board. The design is set-up to have a specific number of education, labor, and industry members. Kairie Pierce of WSLC also needs an official appointment to the board. Jamie will send out the Governance Board bi-laws to the board for review and a response about a possible quorum is expected.

Project Manager Update, Jamie Krause

DOE Smart Grid Project Evaluation – Saflund Institute: A contract was placed with Saflund Institute to conduct interviews for a DOE project evaluation. Some themes are emerging from the evaluation: the pre-interview document was useful; the questions were designed to learn; the dialogue was comfortable; and the value added is for potentially identifying issues, promoting sustainability of the project, leveraging other grants, and possibly another grant opportunity. The recap of the interviews will be available summer of 2012.

Year 2 contract updates: All year two contracts are completed. January 31, 2012, marks the half-way milestone of the project. Jamie will be working with the budget committee early in the year to review budgets and upcoming milestones. Jamie discussed the year two sub-recipient work plans with the board and relayed that quarterly updates are due January 6, 2012, instead of December 31, 2011, due to the holidays.

Washington State Labor Council Presentation on Year 2 Project Proposal, Kairie Pierce (Action Item)

A proposal was presented and later approved to incorporate a Regional K-12 Energy Apprenticeship Awareness program for Washington, Oregon, Idaho, Montana, and Utah.

Kairie has been managing the Washington only project funded through a Senator Patty Murray earmark to bring awareness to K-12 counselors on all apprenticeship opportunities. Through the earmark, WSLC has made great strides partnering with OSPI, the apprenticeship community, and the trades. The proposal will continue this project but will focus on energy pre-apprenticeship and apprenticeship programs only through year two of the DOE smart grid project.

Fiscal Report, Vicki Oakerman

A financial update and a request for invoices to be submitted for payment was made. Vicki discussed the Fiscal Internal Audit that the state had conducted in November. No findings were reported.

Manufacturing Taskforce Update, Dave Sorensen

The Manufacturing Extension Partnership (MEP) members want to participate on the manufacturing taskforce. Some include The Wayne Brown Institute; John Houston, founder of Mountain Electronic; Steve Holland, Director of MEP in Montana; John Vickland, Director of Washington MEP; Bob Topping from Oregon; Dave Sorensen from WestCAMP; Lynn Wickman with USR; Roger Parish from Oregon Manufacturing; Gerald Sorenson from Washington Public Power Service, recently retired; Jason Caldwell, Netendevor; and Dr. Brent Strong from Rapid Product Renovation, Brigham Young University.

The basic sectors will include raw materials, utilities and construction, distribution on wholesale and retail warehouses, service sector, finance, and real-estate.

Upcoming Meetings

The next Governance Board meeting, scheduled for Feb. 21, will be virtual.

This year's summit dates: June 21-22, 2012. There may be a pre-summit event for educators on June 20.

Other Business

Bob Topping: There isn't a sustainability plan of the Governance Board. He requested to add an agenda item on how to sustain the partnership beyond the grant and the need for forming processes now to continue the project. A report regarding the Saflund Institute will help answer some questions. Stay tuned.

Diane Quincy: In regards to the H1B proposal, Avista is partnering with WSU on curriculum creation for a bachelor's degree in engineering relating to smart grid. Also, Dr. Anjan Bose from WSU has some graduate students working on a project regarding the data from the Pullman project.

Diane Quincy: Avista is shifting the smart grid project team under Mike Hanson. Diane will be focusing on leadership and organizational development. She will be part of the project but in a different capacity.

Barbara Hins-Turner: CoE received a \$43,000 NEET project which will continue the research on energy related needs.

Meeting adjourned at 4:02 pm.