



M-RETS efficiently tracks and verifies renewable energy generation in collaboration with stakeholders, facilitating renewable energy development in the public interest.

Board Meeting Minutes

Monday, January 13th, 2014

1:30 P.M. Central

Via GoToMeeting Webconference

Board Members

Present:

- (1) Brian Rounds, **SDPUC**, *President*
- (2) Ron Franz, **Dairyland Power Cooperative**, *Vice President* (left meeting 2:56 PM)
- (3) Pat Keily, **We-Energies**, *Secretary*
- (4) Deborah Erwin, **WI-PSC**
- (5) Michelle Rebholz, **MNPUC**
- (6) Jeff Cottes, **Manitoba Province Energy Division** (out 2:48 back 3:12 PM)
- (7) Eric Jensen, **IWLA** (Left meeting at 2:26 PM)
- (8) Eric Schroeder, **GPI**, *Treasurer (Officer)*
- (9) Dan Heim, **Exelon on at 1:38**

Absent:

- (1) Larry Johnston, **SMPMPA**

Others Present:

- (1) Amy Fredregill, **M-RETS, Inc.**, *Executive Director*
- (2) Zara Scharf, **M-RETS, Inc.**, *Program Analyst*

Proceedings

Open Session

Brian called the meeting to order at 1:34 PM.

1. Approval of Agenda and Minutes
 - a. Changes were suggested by Brian and Amy to the January 13, 2014, agenda to adjust the times on the agenda items.
 - b. MOTION by Eric J to approve agenda as amended – 2nd by Deb Motion passed on a voice vote.
 - c. Amy suggested a small edit to the December 9, 2013, minutes.
 - d. MOTION by Pat to approve December 9, 2013, minutes as amended - 2nd by Eric J. Motion passed on a voice vote.
2. REC Marketplace Interactive Dialog
 - a. REC Voluntary Marketplace Trends – presentation from Jenny Heeter of NREL showing overview of voluntary renewable energy markets and trends in this market.
 - b. Jenny helped facilitate a dialog and discuss questions on voluntary contracts, REC supply for future RPS compliance, and the impact of the expiration of the PTC.
3. President's Report
 - a. Reminder that proposed motions in meeting packet are drafts for discussion, the expectation is that they are starting points for Board review and discussion.

- b. Every other month beginning this month, we will hold an additional executive session at the end of the meeting, wherein Amy stays in the meeting but the rest of M-RETS staff does not.
 - c. Brian has transitioned to the role of President, thanks to Deb for her help.
 - d. Going forward, when noncontroversial motions are ready for approval, the President will ask for objections to the motion, if no objections are raised the President will declare the motion accepted by unanimous consent. This will be reflected in the meeting minutes.
4. Management Report
- a. Added summary of Strategic Plan as a 2nd page to the Management Report template.
 - b. Zara is leaving MRETS Inc. effective 1/24/14 to pursue other opportunities. M-RETS wishes her the best of luck and thanks her for her hard work over the last year.
 - c. Amy will evaluate and establish Job Descriptions for the 2 new hires, Business Services Specialist and Program Analyst to effectively accomplish the work going forward.
 - d. Prioritization of staff time and work plan will be done over the next few months to assure needed tasks are handled effectively.
 - e. Current staff and contractors will be able handle transition to billing work and new user payment responsibilities.
 - f. Intercepted counterfeit checks to Bremer Bank, accounts are secure, no money was lost, safeguards were in place to intercept the checks and prevent financial loss. Local police and FBI have been involved and investigation has begun. The Finance Committee will review risk management to assure policies continue to be effective.
5. Backloading / Adjustments Policy
- a. The backloading/adjustment policy deliberation efforts have helped coalesce many great ideas to make our registry even stronger. Proposed to table the backloading/adjustment policy changes to allow focus on bigger picture verification and data quality improvements to strengthen our procedures, which will in turn benefit a future backloading policy. Many of the ideas in the Adjustment policy are transferrable to the broader procedures we will focus on and will benefit more Account Holders.
 - (1) We will work with Green-e to brainstorm ideas for meeting the needs of the REC voluntary marketplace.
 - (2) Current backloading process is in place and works, objective of change was to make process more efficient. Number of requests received is small so impact of delay will be small. Account Holders will continue to be able to request Variances.
6. Enhancements
- a. 13.0 release price has been reduced to \$30,000 thanks to efficiencies from APX working with multiple registries on new functionality.
 - b. MOTION by Deb to release up to \$30,000 from the enhancement fund to proceed with Release 13.0 – 2nd by Michelle. Passed on voice vote.

Closed Session – Board, Officers and Staff only

7. NSP re-import request
- a. Discussed the “NSP Re-import Request” staff memo dated January 6, 2014. NSP believes they may need to reimport up to 3 batches of RECs in 2014. Staff has developed a process for NSP to follow. Staff is requesting the Board approve the process for NSP to follow for importing up to 3 batches of RECs from the subject facility in 2014. Staff believes an operating agreement with NC-RETS is not needed because both registries are served by APX and our Operating Procedures envisioned this type of re-import. Broader import/export policies in the future will address operating agreements.
 - b. Requested staff motion: The board approves the re-importation of certain certificates from NC-RETS, as requested by NSP in their Dec. 21, 2013, request letter and attachment, given that NSP attests that none of the attributes have been sold separately from the certificates to be imported, and specifically that the emissions

attributes are part of the certificates and have not been transferred to a third party. We further recommend that subsequent re-import requests from NSP, if any, be processed in the same way that described in memo.

- c. MOTION by Brian to approve the above staff requested motion – 2nd by Deb. Passed by voice vote.

Executive Session (with E.D. only).

8. MN PUC is taking public comments on a number of MN Solar Energy Standard questions. Due to a stakeholder question, one of the topics is investigating a new tracking system for Distributed Generation. Including this stakeholder question is part of their transparent due process to collect input. Staff and President will develop a response to the MN PUC that provides information on M-RETS capabilities and stakeholder processes. Michelle will not participate in the development or review of the filing.
9. Plans for hiring personnel and focusing on top priorities were discussed.

Executive Session (without ED).

10. Adjourn

- a. MOTION Brian asked for objections to adjourning – none received. Adjourn by unanimous consent.

The meeting was adjourned at 3:31 PM. Minutes submitted by Patrick Keily.