

**Interagency Energy Management Task Force Meeting
Memo of Record
Department of Energy, Room 6E-069
1000 Independence Ave, SW
January 18, 2007**

Announcements/Decisions Made

- A meeting of the Senior Energy Officials will be held on February 13, 2007. For more information, contact Cyndi Vallina at [Cynthia A. Vallina@omb.eop.gov](mailto:Cynthia.A.Vallina@omb.eop.gov), or 202-395-4544.
- The next meeting of the Federal Utilities Partnership Working Group will be May 1-2, 2007, in Cocoa Beach, Florida.
- Scott Waldman, Health and Human Services, is retiring on March 2, 2007.
- Brad Gustafson is now acting supervisor of FEMP's Planning, Analysis, Reporting, Communications & Coordination (PARC) Team and the Renewables Sustainability, Tech Transfer (RSTT) Team.

Schedule

Tentative dates for the full day strategic planning session for the Task Force is still to be determined. Suggestions were for Wednesday, February 21 and Thursday, February 22.

**MEMO OF RECORD
Interagency Energy Management Task Force Meeting
Department of Energy, Room 6E-069
1000 Independence Ave.,SW
January 18, 2007
9:00 a.m. — 12:00 p.m.**

Introductions

Rick Khan, Program Manager, Department of Energy (DOE), Federal Energy Management Program (FEMP), opened the meeting by welcoming the group and asked everyone to introduce themselves. After the introductions the meeting participants presented their agency updates.

Agency Updates

CJ Cordova, Department of Veterans Affairs (VA), reported that VA will submit its annual report in a few days. She was concerned about how they would operate under the continuing resolution. VA also has 67 facility energy assessments reaching completion in February. Lastly, Ms. Cordova reported that VA is planning to conduct training using DOE's Super Energy Savings Performance Contracts (ESPCs).

Les Smith, Department of the Treasury, reported that energy staff at the U.S. Mint is continuing to brief senior management on proceeding with ESPCs. He also reported that the IRS is due to undergo major renovation because of flooding. He noted that he is getting many inquiries about whether renewable energy purchases will continue to count toward energy reduction goals.

Catherine Johnson, Department of Transportation (DOT), reported that DOT submitted its OMB energy scorecard and annual report on time. She also informed the group that she is now the

only person remaining in her branch and the energy program is only one of 15 policy areas she is responsible for.

David Zimmerman, Tennessee Valley Authority (TVA), reported that TVA met the 2 percent energy reduction goal for 2006 and is coordinating its agency-wide process for implementing their energy program. TVA is in the process of finalizing a list of buildings to be metered.

Scott Howard, Social Security Administration (SSA), reported that SSA is still working with the General Services Administration (GSA) to achieve a LEED Silver rating for its new facility in Birmingham, Alabama. Two awarded Super ESPCs are also wrapping up construction. One is in Richmond, California and includes PV, energy efficient lighting, and CHP. The other is in Chicago. Mr. Howard also reported on a chiller replacement project in New York, which has seen a reduction in energy costs. Lastly, Mr. Howard commented that PV had been added to the two projects in Richmond and Chicago.

Wayne Thalasin, National Aeronautics and Space Administration (NASA), called in and reported that NASA still needs to submit its annual report and that NASA had submitted an incomplete scorecard. NASA has also begun FY 2007 round of functional energy reviews on major installations.

Mary Heying, Department of the Interior (DOI), reported that DOI is exploring UESCs and ESPCs for a project at the Bureau of Indian Affairs in South Dakota. She also reported that the Bureau of Land Management is in the process of awarding second phase of a regional ESPC. She mentioned that DOI is also working with the National Rural Utility Cooperative Finance Corporation to find out what services they can provide.

Steve White, Department of Homeland Security (DHS), reported that DHS submitted its annual report on time and achieved an 18 percent reduction from the baseline. DHS is continuing to incorporate findings from facility energy assessments into its planning. He also reported the hiring of a new engineer and announced data management as a new initiative.

Scott Waldman, Department of Health and Human Services (HHS), reported that its cogeneration project at the National Institutes of Health is realizing savings of 21 percent and that the Centers for Disease Control had received LEED Silver certification in November 2006. HHS also reported that it had submitted its annual report on time. Lastly, Mr. Waldman reported that HHS was holding a contest for employees to design an energy logo.

Ken Shutika, GSA, reported for Task Force member Mark Ewing. Mr. Shutika said that GSA was continuing to install meters in its large facilities. GSA has almost completed a 300 kW solar roof application in Massachusetts. They are also taking part in an intervention in rate increases in Maryland and Washington, DC.

Bucky Green, Environmental Protection Agency (EPA), reported that EPA had submitted its annual report. They achieved a 5 percent reduction in energy intensity from the previous year, with Renewable Energy Certificate (RECs) contributing to the reduction. Compared to the 2003 base year, EPA's reduction was 42 percent. Mr. Green also reported that a new Denver Regional Office was certified at the LEED Gold level and that EPA had gotten a waiver to put in a green roof.

Cyrus Nasser, DOE/FEMP, reported that DOE is on schedule with its annual report and metering implementation plan. He also reported that DOE currently has six ESPCs in the development stage with an additional one at DOE's Lawrence Berkeley National Laboratory recently added to the list.

Commander Brad Hancock, Department of Defense (DOD), reported that DOD submitted a draft of its annual report on time. He mentioned that the DOD is working on several initiatives to simplify the EPSC process. Lastly, he is part of the planning committee for Energy 2007.

Regina Larrabee, Department of Commerce (DOC), reported that DOC submitted its annual report. She wanted to know if renewable energy purchases would continue to be counted toward energy reductions. She reported that petroleum in National Oceanic and Atmospheric Administration (NOAA) ships had been replaced with bio-diesel; they are now petroleum free. She also mentioned that DOC had two lighting projects, leading to a 22 percent reduction in energy use in its headquarters building. Lastly, Ms. Larrabee told the group that its strategic implementation plan addresses long term EPACT goals, but also includes some specific items focused on the next one to two years.

Charles Johnson, Department of Agriculture (USDA), reported that USDA had submitted its annual report on time and reported a 9.8 percent energy reduction for FY 2006. They are anticipating a green rating on their energy scorecard. Their implementation plan is addressing requirements through 2015 and guidance for implementing their metering plan is under development.

Mr. Khan thanked the group for providing information on their agencies' energy activities.

Working Groups and Committees

Bill Raup, DOE/FEMP, reported on activities for the **ESPC Federal Steering Committee**. He reported on the success of the ESPC blitz, noting that \$131 million in EPSCs were awarded during the 4 month blitz. Mr. Raup mentioned that a thank you reception was being planned for ESPC blitz energy champions. For all of FY 2006, \$164 million in investment was realized from DOE Super ESPC awards.

Will Lintner, DOE/FEMP, reported on the activities of the **Federal Utilities Partnership Working Group** (FUPWG). The next FUPWG meeting will take place May 1-2, 2007 in Cape Canaveral, Florida with a focus on utilities increasing the number of UESCs they offer.

Cyrus Nasser, DOE/FEMP, reported on the activities of the **Procurement Working Group**. The rule on energy efficient product procurement required by EPACT Section 104 is in concurrence and is very close to being approved by DOE.

Anne Crawley, DOE/FEMP, provided information on the activities of the **Renewable Energy Working Group** and its progress on guidance for the EPACT 2005 renewable energy goal for use in FY 2007 reporting. The guidance on Section 203 regarding what can be counted toward the renewable energy goal has been progressing through the management review and is close to being issued. A second guidance will address how to count renewable energy purchases toward the energy reduction goal. This is coming out later. Ms. Crawley said that she is hoping to have a Renewable Working Group meeting in late February or early March. She also mentioned an effort that is underway in Hawaii for renewables and noted that it was a good opportunity for agencies with facilities there.

Matt Gray is taking over the **Sustainability Working Group**. Mr. Gray announced that there would be two new subcommittees. The next meeting was scheduled for January 23, 2007.

EERE Building Technologies Program

Jim Brodrick, Office of Building Technologies Program at DOE, distributed and presented a presentation on "Emerging Lighting Technologies." He reviewed the technology and market

partners involved in solid state lighting (SSL) and provided examples of SSL applications today. He also discussed a "Lighting for Tomorrow" SSL design competition. Mr. Brodrick suggested that people review the SSL fact sheets on the website. For more information on the SSL program visit <http://www.netl.doe.gov/ssl/index.html>.

Mr. Kahn thanked Mr. Brodrick for the presentation. He then proceeded to announce that Brad Gustafson had taken on the acting supervisory position at FEMP over the PARC and RSTT teams, joining Skye Schell, the other FEMP team supervisor.

Annual Reports and Score Cards

Chris Tremper, McNeil Technologies, Inc., reported on the status of the annual reporting process and OMB energy scorecards. Complete reports were still pending from four major agencies, but he reported some preliminary findings noting that a 2 percent reduction in energy intensity was achieved in FY 2006 compared to FY 2003. When the credit for renewable energy purchases is included, the reduction increases to 5 percent. He also noted that total investment in energy efficiency increased 31 percent from the previous year to a total \$660 million. Contributing to that increase was the \$321 million in investment from ESPCs during FY 2006.

FEMP Team Reports

Cyrus Nasserri reported on the new final interim rule for Federal building energy efficiency standards. All new design started on or after January 4, 2007 must follow this rule. The comment period will continue until February. The rule outlines how agencies can achieve energy consumption levels 30 percent below ASHRAE standards.

Will Lintner reported on the Renewables, Sustainability and Technology Transfer (RSST) Team as well as FEMP technical assistance activities. He distributed the criteria by which FEMP will select projects to provide technical assistance to. He said that additional technical assistance on intelligent lighting would also be coming soon. He also mentioned that he is working with Energy Star contacts on energy efficiency of data centers; a report on which must be provided to Congress. ("EPA, through Energy Star, must submit to Congress results of a study analyzing energy consumption of data centers by Federal government and the private sector").

Energy 2007

Skye Schell reported that FEMP had Energy 2007 promotional materials for agency representatives. He reported that educational credits were available for the first time to people attending the conference. Lastly, he was suggested that people should plan to hold agency meetings in conjunction with the conference.

Brad Gustafson reported that FEMP had teamed up with GSA, the New York State Energy Research and Development Authority, New Jersey Board of Public Utilities, and the Long Island Power Authority to present an Energy Financial Incentives and Procurement Programs Workshop on Tuesday, March 27, 2007. He said that combined New York State and New Jersey have financial incentives available for energy projects totaling more than \$300 million per year. Information on this workshop would be distributed to Task Force members by e-mail.

IATF Strategic Planning Session

Mr. Gustafson then went on to talk about the planned strategic planning session. The purpose of the planning session is to develop an action plan for FEMP and agencies to move forward in meeting their energy goals. FEMP would like agencies with exceptional implementation plans to present them to the other agencies. It would be helpful to learn where action is difficult (due to

lack of funding, etc.) and how agencies plan to achieve outlined goals. Mr. Gustafson said he would like to know how FEMP could help. FEMP also wants to know how agencies could best connect with the field in implementing energy management activities. The planning session will be for agency representatives only.

Mike Shapiro, TMS, is assisting Mr. Gustafson with the planning session. After a brief introduction about himself, including his background in rocket science and previous work in the DOE policy office and other DOE offices, Mr. Shapiro stated that he was now involved in strategic planning. He then instructed all the agency representatives to go around the room and give their suggestions on what should be discussed at the strategic planning meeting. Mr. Shapiro directed each agency energy representative to provide three suggestions. Below is a summary of those suggestions.

IATF Strategic Planning Session Suggestions

- Do not waste the time of the agencies. Agencies are short staffed so meeting should have a focused agenda. (EPA)
- There should be a discussion about top challenges for each agency. (i.e. funding, staffing issues). Agencies should identify commonalities, form support groups based on these challenges, and share how problems have been solved. (EPA)
- Agencies should be polled to determine what type of assistance they need from FEMP.
- Agencies need a better understanding of what is being required of FEMP from its management and other stakeholders, so agencies can help FEMP. (EPA)
- The all day session should be in a convenient location with healthy food. (EPA)
- FEMP should commit funding for audits, etc., for **each** agency regardless of facility size, so agencies with smaller facilities are not disadvantaged or left out in the cold. (Interior)
- Need a discussion on operations and maintenance and other low-cost, no-cost efforts that FEMP can assist with or provide tools for. (USDA)
- Need guidance on whether renewable purchases will continue to count toward the reduction goals, and if not, provided tools to meet the goals in lieu of RE purchases and adequate budgets. (Treasury)
- Focus on reducing redundant reporting. (HHS/NIH)
- Need full participation from all agencies so that all tools, ideas can be identified. (HHS/NIH)
- There should be a strategy addressing energy efficiency of design and construction of buildings. (DOE)
- The purpose of the meeting should be clearly articulated. If there is going to be an action plan there must be a template. More clarity and understanding of what kind of product will result from the session. (VA, DOD, DHS)
- It would be helpful to learn about other agencies' implementation plans or perhaps have a boilerplate for developing individual program plans. (DOT)
- Some agencies have under-funded, small facilities, which are often ignored. Recognize that Federal energy management is not one size fits all. (Commerce)
- Work toward more effective assistance from FEMP (DOD)
- Set clear goals on what products will be produced and their usefulness. Resources are limited, one-man shops need to know how others are doing their work. (DHS)
- Needs to be more focus on what the meeting is trying to accomplish. (GSA)
- Focus on FEMP's energy awareness program and its value to agencies which otherwise would not have one. (SSA)
- Needs to be an expansion of training materials on DVDs and how the field can conduct their own audits and use those findings. (Interior)
- There should be a discussion on how to get more appropriations for energy efficiency. (USDA)
- There should be a focus on hiring qualified agency staff whose main focus is on energy issues. (NIH)

- There should be a discussion on an enforcement mechanism for regulatory requirements. (DOE)
- Don't create new initiatives for their own sake. EPACT should be the main focus of any new initiative. (DOT)
- DOE/FEMP should act as a unifier for the federal government and as an advocate for federal government agencies rather than just a conduit for regulations and requirements. (DOD)
- Need a clear methodology and guidance on how to deal with changing requirements. (Commerce)
- There should be a more unified approach. (i.e. currently there are environmental, energy, and transportation goals on the scorecard) (DHS)
- Consider a feedback mechanism, a cross-section advisory group to provide ongoing guidance (GSA)
- Look at goals and future goals and determine at what level further reductions in energy intensity are no longer cost effective. (TVA)
- Share organization structure among agencies so there is an understanding of each agency energy program and how many people are involved. (TVA)
- Focus the meeting to accomplish some action item that couldn't be handled in the regular Task Force forum; make it worthwhile to hold this specific meeting. (NASA)
- Develop a prioritized list of what FEMP needs to do to help the agencies. (NASA)
- Increase understanding of other agencies' programs; share the pain. (NASA)
- Look at the outside environment. Some of the meeting should be thinking outside the current box and consider policy emphases that may be coming down the line. (ASE)
- Address the issue of aging equipment and the field's resistance to energy efficient retrofits, and how to overcome. (VA)

Rick Kahn closed the IATF planning session discussion by highlighting the topics that FEMP plans to address at the IATF Strategic Planning Session. He stated that the meeting will lead to an action plan. He highlighted the following areas:

- How can FEMP help federal agencies meet goals?
- What can FEMP and other agencies do together?
- They should learn from each other.
- FEMP must address agency concerns and suggestions.

IATF Next Steps

A date for the IATF Strategic Planning Session is still to be determined. Suggestions were for Wednesday, February 21 and Thursday, February 22 (Les Smith, Treasury not available). DOD and other agencies on the Energy 2007 planning committee would not be able to make a meeting between February 5 and 8. OMB's Senior Energy Officials meeting is February 13; February 14 conflicts with Electronics Challenge meeting. The next steps include circulating a draft agenda and determining a meeting date.

Additional Business Items

David Zimmerman wanted to know the status of selection of facilities for the E-4 audits. Mr. Kahn reported that they should be coming out soon. Lastly, Mr. Kahn reported that the new Executive Order was going through pre-clearance process at the White House.

Next Meeting

The full day strategic planning session for the task force will probably be held sometime in February with a date still to be determined. Suggestions were for Wednesday, February 21 and Thursday, February 22.

Adjourn

With no additional comments or questions the meeting was adjourned.

ATTENDEES

Name	Organization	Phone	E-Mail
Pete Aitcheson	HHS	(202) 205-5340	Pete.Aitcheson@hhs.gov
Michael Angerame	Siemens	(847) 530-7580	Michael.Angerame@siemens.com
C.J. Cordova	VA	(202) 273-6678	Cynthia.cordova@va.gov
Anne Crawley	FEMP	(202) 586-1505	Anne.crawley@ee.doe.gov
John Dukes	Pepco Energy Services	(202) 841-3100	JDukes@pepcoEnergy.com
Shelley Fidler	Van Ness Feldman	(202) 289-1905	snf@vnf.com
Matt Gray	FEMP	(202) 586-0067	Mathew.gray@ee.doe.gov
Bucky Green	EPA	(202) 569-6371	Green.Bucky@epa.gov
Brad Gustafson	FEMP	(202) 586-5865	brad.gustafson@ee.doe.gov
Brad Hancock	DoD	(703) 571-9074	Brad.hancock@osd.mil
Jeff Harris	ASE	(202) 530-2243	JHarris@ase.org
Scott Heying	DOI	(202) 208-4080	Scott.howard@ssa.gov
Jim Hoelscher	Antares Group Inc.	(301) 731-1900x17	jhoelsccher@antaresgroup.com
Scott Howard	SSA	(410) 965-4980	Scott.howard@ssa.gov
Catherine Johnson	DOT	(202) 366-0266	Catherine.johnson@dot.gov
Charles Johnson	USDA	(202) 720-2941	Charles.D.Johnson@usda.gov
Rick Kahn	FEMP	(202) 586-5772	Rick.Khan@ee.doe.gov
Julia Kelley	ORNL	(865) 574-1013	kellyjs@ornl.gov
Regina Larrabee	DOC	(202) 482-2345	rlarrabee@doc.gov

Greg Leifer	HHS/NIH	(301) 402-2100	leiferg@mil.nih.gov
Will Lintner	DOE	(202) 586-3120	William.lintner@ee.doe.gov
Cyrus Nasser	DOE/FEMP	(202) 586-9138	Cyrus.Nasser@ee.doe.gov
Wayne Thalasin	NASA	(202) 358-3811	wayne.b.thalasin@nasa.gov
Chris Payne	LBNL	(202) 646-7954	CTPayne@lbl.gov
Ngan Pham	NARA	(202) 357-5471	Ngan.pham@nara.gov
Bill Raup	DOE	(202) 586-2214	William.raup@ee.doe.gov
Skye Schell	FEMP	(202) 586-9015	schuyler.schell@ee.doe.gov
Michael Shapiro	TMS	(843) 341-3210	Mshapiro43@roadrunner.com
Beth Shearer	Siemens	(703) 489-9333	Beth.shearer@comcast.net
Ken Shutika	GSA	(202) 260-9713	Ken.Shutika@gsa.gov
Les Smith	Treasury	(202) 720-2941	Les.Smith@do.treas.gov
Mark Sprouse	NRA	(301) 837-3019	Mark.sprouse@nara.gov
Cindy Steinfink	McNeil Technologies	(703) 921-1628	csteinfink@mcneiltech.com
Karen Thomas	NREL	(202) 488-2223	Karen_Thomas@nrel.gov
Chris Tremper	McNeil Technologies	(703) 921-1627	ctremper@mcneiltech.com
Scott Waldman	HHS	(202) 619-0719	Scott.waldman@hhs.gov
Steve White	DHS	(202) 447-5065	Steven.white@hq.dhs.gov
David Zimmerman	TVA	(423) 751-8165	drzimmerman@tva.gov