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MEETING SUMMARY
MINNESOTA CLIMATE ACTION PLAN TECHNICAL WORK GROUP

Residential, Commercial, and Industrial (RCI) TWG Call #1, May 17, 2007, 3:00-4:30 pm
Prepared by Bill Sierks and Bill Dougherty

The meeting was called to order by Bill Dougherty of CCS staff a few minutes after 3:00 pm. In attendance were the following TWG Members

- Ann Glumac
- Bill Sierks
- Chuck Dayton
- Cindy McComas
- Gary Connett
- Janet Streff
- Jeff Korsmo
- Jeff Muffat
- Jeff Wilkes
- John Kelley
- Joseph Steffel
- Nim Treager
- Rick Carter
- Sheldon Strom
- Doug Peterson

From MN staff, the following were in attendance:

- Todd Biewen, Peter Ciborowski, Ann Claflin, Bill Sierks, and Rebecca Walter.

From the public, there were two individuals in attendance who arrived at 3:30 and listened to the rest of the meeting.

From CCS staff, the following was in attendance:

- Bill Dougherty

TWG members not in attendances were:

- Bruno Zagar
- Cherie Shoquist
- David Berg
- Jeff Ledermann

- John Carmody
- Jonathan Holmes
- Linda Limback
- Mark Wolak
- Pat Perry
- Rick Patraw

The background documents that were used as the basis for the discussions were distributed directly to TWG members by email the day before the meeting. In the future, such documents will be posted well in advance of the meeting. These included the following documents:

- Meeting notice and agenda
- PowerPoint presentation for RCI TWG Call #1
- Residential, Commercial, and Industrial catalogue of options

The agenda of this meeting was as follows:

- Call to order
- Introductions
- Purpose and Goals
- Review of TWG Process
- Review of Minnesota Emissions Inventory & Forecast
- Next Steps for TWGs
- Agenda, Time and Date for Next Meeting
- Public Input and Announcements

Bill Dougherty called the meeting to order and took the roll call (as summarized above). Then began a review of the slide presentation. Some of the key points that emerged from this review is summarized below

- The catalogue of mitigation options for RCI is a summary of what other states have considered. TWG members are free to suggest an expansion of the list of options as appropriate to the MN context;
- The GHG forecast prepared for RCI should be considered a draft that TWG members will have the opportunity to revisit and refine as needed over the course of the next few months.
- The TWG is free to go beyond existing programs to identify new ways to get additional reductions, through supplementing, strengthening or modifying existing programs or creating new ones.
- The importance of not backsliding was stressed although it was noted that it was also important to review new information but try to stick to decisions already made as much as possible to keep moving forward.
- The role of the RCI TWG is to provide technical support to the Climate Change Advisory Group (CCAG) on energy supply issues. Policy-level decisionmaking is reserved for the CCAG.

- The TWG is free to propose more actions as appropriate. Costs and benefits would be analyzed using a bottom-up approach. The CCS modeling framework will incorporate cost and performance assumptions, plus targets, and calculate GHG emission reductions, net present value costs, and the cost effectiveness of each option. The more data provided by the TWG, the state, and the utilities, the more reliable the analysis will be.
- The following action items were agreed upon:
 1. TWG members will receive a document that provides a brief description of the each of the RCI mitigation options for orientation purposes.
 2. TWG members will receive the RCI catalogue of mitigation options that has preliminary information on costs and GHG reduction levels for each option. This is intended to provide a preliminary look at what those actions can achieve over time. TWG members will review and be prepared to engage in a discussion of the options by the time of the next scheduled TWG meeting.
 3. TWG members will receive a glossary that provides some definitions of various terms that will be regularly used over the course of the TWG's activities.
 4. TWG members will receive a list of acronyms and what they represent for reference purposes over the course of the TWG's activities.
 5. TWG members will send any feedback on these materials to Bill who will synthesize those comments and represent them to entire group. This will prevent TWG members from potential inundation with emails.
 6. Bill will raise with the GHG process administrators the possibility of setting up some sort of temporary website where RCI technical documents can be posted for exclusive access by RCI TWG members. Bill will report by the next TWG meeting.

The next ES TWG meeting was decided to be on 11 June 2007 from 3:30 to 5:00 PM.

There were no comments from the public.

There were no announcements.