

DELAWARE MUNICIPAL ELECTRIC CORPORATION  
**QUARTERLY MEETING**  
DEMEC ADMINISTRATIVE BUILDING  
SMYRNA, DELAWARE  
**February 9, 2023**

A meeting of the Board of Directors of the Delaware Municipal Electric Corporation was held Thursday, 9<sup>th</sup> day of February 2023 at DEMEC's Administrative Building, Smyrna, Delaware.

The meeting was called to order at 10:06 a.m. with Mr. Morris Deputy, Chair, presiding.

The following roll call was presented:

Present:

Morris Deputy, Chair  
    Representing Middletown  
Tyler Reynolds, Alternate  
    Representing Middletown  
Dave Del Grande, Alternate  
    Representing Newark  
Scott Blomquist, Director  
    Representing the MSC of New Castle  
Mark Whitfield, Director  
    Representing Milford  
Charles Anderson, Treasurer  
    Representing Seaford  
June Merritt, Alternate  
    Representing Seaford  
Mary DeBenedictis, Secretary  
    Representing Clayton  
Robert Cote, Alternate  
    Representing Clayton  
Sheldon Hudson, Director  
    Representing Smyrna  
Travis Stewart, Alternate  
    Representing Smyrna  
Austin Calaman, Director  
    Representing Lewes BPW  
Kim Bellere, Alternate  
    Representing Lewes BPW  
Kimberly Schlichting, President  
    Representing DEMEC

Absent:

Tom Coleman, Director  
    Representing Newark  
Lou Vitola, Alternate  
    Representing Milford  
Dr. Roy Sippel, Alternate  
    Representing the MSC of New Castle

DEMEC Staff Attending: Jennifer Coulbourn, IT System Administrator; Mark Pryor, Plant Operator; Tara LaGrassa, Accounting Analyst; Stephanie Dove, Vice President & Chief Financial Officer; Kendra Friel, Training & Events Coordinator; Bruce Kitchens, Special Projects Manager; Scott Lynch, VP of Asset Development; Stephan Siok, Director of Beasley Plant Operations & Compliance; Chris Manganelli, IT Network Technician; Willie Marshall, Director of Finance; Temika Moore, Contracts/HR Administrator; Heather Contant, Director of Government & Community Relations; Christine Siok, Executive Assistant.

Guests and Attendees: Detective Daniel Blomquist, Delaware State Police; Tony Chipola, Electric Director, Milford; Emma Korein, University of Delaware; Sara Swett, University of Delaware; Dr. Dana Veron, University of Delaware; Dr. Jeremy Firestone, University of Delaware; Max Walton, Attorney, Connolly Gallagher; Lincoln Willis, Principal, The Willis Group.

### **APPROVAL OF MINUTES**

The minutes of the following meeting(s) were presented for approval:

1. Minutes of December 8, 2022

Upon motion made by Milford, to approve the minutes of the meetings of December 8, 2022, seconded by Newark, the motion passed unanimously.

### **TREASURER'S REPORT**

#### **Monthly Financial Report –November 2022 –**

Ms. Stephanie Dove, Vice President & CFO, reviewed the November 2022 Financial Reports. Demand January through November is 0.72% higher than the same period last year and 0.4% above budget. For the actual month of November, demand was 1.6% higher than the prior November due to the weather.

For Cash on Hand, Ms. Dove explained that it is still being driven by collateral deposits. Without collateral deposits, cash is higher than the previous November mostly due to the Middletown DPL transmission project refund and increases to the Beasley reserve accounts. The cash was higher in November than in October due to collection of more collateral in November. Ms. Dove indicated she is still seeing collateral activity flowing back and forth; mostly paying it back, but still have some influxes coming in. By the end of January, most of it has been paid back but still have letters of credit in place.

Ms. Dove noted that for Rate Stabilization Reserve (RSR), there was a slight credit in November. The balance at the end of November is 15% lower than the prior November largely due to borrowing for Indian River with a 16-month payback period. Ms. Dove noted that paybacks are being tracked as there was a 16-month payback that began in September through the end of 2023.

Ms. Dove also noted that income through November increased over the prior year. The market is still high, not as high as in the summer. PJM market and generation revenues are 90% higher than the prior year to date in November. Average LMPs are up 88% and still seeing higher costs through the end of the year. Beasley and Fremont generations are still performing very well. Beasley had its highest generation this November since going online with both units back in 2012,

and Fremont surpassed its five (5)-year previous average. Power purchases are still very high as the PJM RTO costs are 108% higher from the previous January through November. Net income has increased 7.5% over the prior November.

For Winter Months' Demand, Ms. Dove noted that in December, colder than average weather was predicted and had a cold snap with Winter Storm Elliott which increased demand. Demand in December was up 9.5% over the prior December. January was the second warmest January in a century and now we are expecting warmer than average temperatures for February through April. Staff will continue to monitor.

For the current finance update, Ms. Dove stated the Series 2021 Bond was partially filed in June 2022, and final filed on February 2<sup>nd</sup>, 2023, which is complete for the year. The Series 2019 Bond has two (2) filings due; one due on February 28<sup>th</sup>, 2023, for uploading member financial statements which was filed timely last week, with the next round due on June 30<sup>th</sup>, 2023.

Audit final fieldwork is scheduled for next week. Preliminary field work was done in December 2022, which went well, and staff is now working with the auditors on final field work. The Finance Committee will be working with staff next week and need to schedule a requested call with the auditors. The rate study has been picked back up; two (2) meetings in January with the consultant, and Ms. Dove is going through the model to fix a known error. The consultant has requested additional information which has been provided by DEMEC staff.

Ms. Dove ended with a reminder of the current member financing projects pipeline and encouraged members to come forward with any anticipated projects in 2023 even if not sure. Ms. Dove will be reaching out to Middletown and Newark. Mr. Scott Lynch, VP of Asset Development will be reaching out to a few members with AMI information.

Upon motion made by Clayton, to approve the Monthly Financial Report for November 2022, seconded by Milford, the motion passed unanimously.

### **APPOINTMENTS/ELECTIONS**

None.

### **PRESENTATIONS**

#### DSP/Homeland Security Update –

Detective Daniel Blomquist, Terrorism Liaison Officer, from the Delaware State Police (DSP) presented on securing the energy sector. He stated that the goal of this presentation is to provide an overview of resources and to provide contact information.

Detective Blomquist stated that power grid attacks are up. In 2021, there were 97 total incidents which includes suspicious activities. The Department of Energy has seen 101 attacks through August of last year. The methods of attack are both physical and cyber.

Detective Blomquist referenced the First Responder Toolbox which includes information that is beneficial for town managers to strengthen the relationship with law enforcement and add another layer of protection to substations. With respect to physical attacks, there are reports of explosions or suspected IEDs and VBIEDs. Some physical attacks that get overlooked include suspicious

behavior such as vehicles being parked next to a substation which should be reported. Detective Blomquist noted that some critical infrastructures have invested in aerial armor. A few other types of physical attacks include probing/questioning, disruption of perimeter fencing, insider threats (physical and cyber), and cyber external threats.

Detective Blomquist will provide DEMEC's board members with direct contact information to the Department of Homeland Security who is knowledgeable about what occurs in Delaware and can provide timely information on how to bolster security at substations. He explained recent high publicity attacks are not always terrorism or domestic violent extremists but can occur to commit other types of crimes. Gunfire is on the rise with two (2) incidents at Duke Energy in December 2022, where two (2) electric transformers were repeatedly shot, and a hydro station fired at by an individual inside a vehicle. He recommends contacting local law enforcement and orient officers on the location of substations and any possible hazards.

Detective Blomquist referenced educational materials available and encouraged members to establish relationships with responding local law enforcement, visit the DIAC fusion center website, set up an account with HSIN-CI, and contact Detective Blomquist directly to be placed on his personal mailing list. He also recommended members conduct site assessments at substations separate from scheduled maintenance and encourage local law enforcement to periodically visit the substation.

University of Delaware Fellowship Program –

Mr. Scott Lynch introduced Dr. Jeremy Firestone, Dr. Dana Veron, Emma Korein, and Sara Swett from the University of Delaware.

Ms. Kimberly Schlichting, President and CEO, pointed out to new board members that DEMEC has a partnership with University of Delaware and sponsors fellows at the university to study wind and renewable energy.

Ms. Emma Korein, a PhD student, is studying marine policy and has background in natural and social sciences studying conservation science as well as psychology. Ms. Sara Swett, Master's student, is studying marine policy and has a bachelor's in marine biology. Their current research relates to energy justice and offshore wind power projects.

Ms. Swett stated that energy justice is in relation to environmental justice but focuses more on energy sectors and how communities and citizens are affected by different energy systems. Energy justice is broken down into procedural, distributive, and recognition justice. It is the process, the outcome, and recognition of marginalized communities within energy systems. Procedural justice is how stakeholders are included in decision making processes when it comes to energy systems, distributive justice is whether the benefits of burdens and costs of energy projects are distributed fairly, and recognition justice is recognition of the people or communities when considering energy systems and development that have been ignored, unfairly represented, or not being treated equitably.

Ms. Swett explained the current study is regional community attitudes regarding recognition, procedural, and distributive justice dimensions of southern New England offshore wind development. The reason for the study is that there have been growing concerns from the residents in close proximity to this development regarding the decision-making process and the development

overall. She explained how the data was collected, and she reviewed the map of where the case studies are being conducted.

Ms. Korein reviewed the interview methodology. The interviews were in-person or virtual and asked questions that would reveal participant attitudes or perceptions of those dimensions of recognition, procedural, and distributive justice.

Ms. Korein noted that the current phase of the study is coding and analyzing the interviews. She shared preliminary observations gathered from the subset of interviews and the contributions the research may bring to the public and decision makers. The next steps are to complete coding and thematic analysis, publish and present final results, and take the data from interviews to use and form a questionnaire survey that will be sent back out to the communities in much larger numbers.

## **RESOLUTIONS**

Resolution 2023-1 – Resolution of the DEMEC Board of Directors regarding ownership and application for publicly owned generation facilities –

Ms. Schlichting requested the resolution be moved to next month's meeting.

## **COMMITTEE REPORTS**

Executive Committee –

Mr. Deputy noted the executive committee met this morning and Ms. Schlichting reviewed the list of corporate goals and provided opinions on what goals can be met and the timelines. Further detail can be discussed during executive session.

Finance Committee –

Mr. Charles Anderson, Director representing Seaford and Board Treasurer, stated the Finance Committee met on December 17, 2022, and the process for financial policy review was discussed. The Finance Committee is looking to the board for direction on the financial policies review process when updates are needed; beginning with staff review, working through Finance Committee review, then if there are recommended changes, presenting to the board for consideration and potential approval.

There were no objections for the Finance Committee to proceed in this manner.

Ms. Schlichting noted that for new board members, it could be added to the checklist as part of the onboarding for directors where the financial policies are kept.

Ms. Heather Contant, Director of Government & Community Relations, stated that DEMEC created a welcome book in 2020 and that it will be refreshed this year. New board members that joined this year received sections of the welcome book that were relevant.

Mr. Anderson reviewed a memo from Ms. Dove relating to an investment advisory recommendation and agreement. The Finance Committee hired PFM as a financial consultant to assist with looking at changing the vendor. The recommendation is that the board consider entering into the investment advisory agreement as DEMEC transitions from the incumbent to the new vendor.

Upon motion made by New Castle, to approve the committee and staff recommendation for investment advisory services, seconded by Clayton, the motion passed unanimously.

## **PRESIDENT'S REPORTS TO BOARD**

### Legislative Update –

Ms. Schlichting requested to change the order of items in the Legislative Updates.

Federal Pay-As-You-Go-Act of 2010 (PAYGO) – Ms. Schlichting noted that as we collectively worked to emerge out of the great recession a decade ago, state and local governments and public entities across the country utilized options made available to stimulate the economy and undertake several hundred billion dollars in critical, long term infrastructure obligations through the issuance of direct subsidy bonds. DEMEC sent a letter to Senator Carper asking him to waive the PAYGO before the close of the 117<sup>th</sup> Congress to avoid public services being harmed by the elimination of \$14 billion in subsidy payments.

Criminal Mischief Against Critical Utility Infrastructure House Bill - Ms. Schlichting stated that DEMEC is in support of a house bill to be presented this session that creates a new offense of aggravated criminal mischief with enhanced penalties, a class G felony, applicable when an individual knowingly damages or tampers with critical utility infrastructure attending to disrupt utilities services. In recent years, the U.S. Department of Homeland Security (DHS) and FBI have issued repeated warning about domestic terrorist and extremist groups targeting critical utility infrastructure. Bulletins issued through the DHS National Terrorism Advisory System in 2022 warned of a heightened threat environment based on attacks on electric utility equipment which reached a 10-year high in 2022, including recent shootings at electric substations in North Carolina, Washington, and recently Baltimore that caused substantial outages and damage. The purpose of this bill is to assure that Delaware law is sufficiently punitive to assure that anyone who deliberately targets critical utility infrastructure is punished appropriately.

Due to the nature of this and DEMEC supporting this bill, Ms. Schlichting recommended the board to make a motion to support this bill to show solidarity and the seriousness against these threats. This bill will be sponsored by Representative Bush and co-primed by Senator Hansen. Mr. Lincoln Willis, Principal at The Willis Group, stated that the draft has been sent to the Department of Justice for review and expects to hear back soon.

Upon motion made by Seaford, for the board to support the Criminal Mischief Against Critical Utility Infrastructure House Bill, seconded by Newark, the motion passed unanimously.

Defense Production Act (DPA) to address the supply chain crisis for electric distribution transformers - Ms. Schlichting stated that DEMEC sent a letter to Senator Coons in support of appropriating approximately \$1 billion this year for the implementation of the DPA to specifically address the supply chain crisis for the electric distribution transformer issue. It becomes a serious threat to reliability when needed construction and electrification projects are either delayed, deferred, or canceled altogether. Ms. Schlichting also noted that DEMEC needs to be prepared to respond to major storms and cannot do so effectively with depleted stockpiles.

DPL-South LDA Complaint – Ms. Schlichting discussed a FERC filing in support of PJM’s proposal to address the DPL-South locational deliverability area (LDA) requirements which DEMEC is one of the joint Delmarva Zone Parties in the filing. The other parties include the Delaware Public Service Commission, Delaware Public Advocate, Maryland Public Service Commission, and the Virginia State Cooperative Commission. The comments were filed on January 20<sup>th</sup> for PJM’s proposal to amend local deliverability area requirements as they are unjust and unreasonable as applied in a particular LDA in the 2024/2025 base residual auction.

Ms. Schlichting explained that when the capacity auction ran for this particular year, there was a mismatch of generation units expected to bid in but did not. The result was a 12% increase in the reliability requirement above what was needed, resulting in a four (4) fold increase in costs. PJM even said that the outcome of this was a significant impact to the DPL-South LDA, which includes municipalities south of the C&D canal. A rough overall cost to DEMEC is \$24 million over the planning year 2024/2025. The PJM filing will go into effect on February 21<sup>st</sup> by operation of law in the absence of FERC action. FERC may accept or reject PJM’s filing or impose its own tariff revisions to address the issue. PJM maybe considering further changes needed to prevent this issue from occurring again.

Senate Joint Cost Benefit Resolution - Ms. Schlichting referenced the resolution sponsored by Senator Hansen requesting that the Delaware Sustainability Energy Utility develop and execute a request for proposals to perform a cost-benefit analysis of net metering across all electric utilities in Delaware and submit a report of the findings to the governor and all members of the general assembly.

### **EXECUTIVE SESSION**

The Board went into executive session at 11:29 a.m. upon motion by Newark, seconded by Lewes, to discuss the following:

1. Senate Joint Cost Benefit Resolution
2. Recommendation for Municipal Utilities Representation – The Governor’s Energy Advisory Council
3. Offshore Wind Procurement Draft Bill

### **RETURN TO REGULAR SESSION** –

The Board returned to regular session at 12:06 p.m. upon motion by Lewes, seconded by Clayton, to discuss the following:

Offshore Wind Procurement Draft Bill – Ms. Schlichting referenced the draft legislation relating to offshore wind procurement as drafted by the Citizens Group of Delaware Power, an advocacy group for offshore wind energy resources.

Recommendation for Municipal Utilities Representation – The Governor’s Energy Advisory Council – Ms. Schlichting stated that the governor is starting to appoint representatives to his energy advisory council. The legislation allows the council to have representation from municipal utilities. The purpose of the council is to discuss state energy concerns, promote an economic, reliable, and competitive energy market, and lessen climate change impacts.

While the governor reserves the right to choose anyone he wishes, upon motion made by Clayton, the board recommended Ms. Kimberly Schlichting as his consideration for representative for DEMEC, due to her 20 plus years of experience in the energy and power supply industry, seconded by Lewes, the motion passed unanimously.

Grants Update –

Ms. Contant reviewed the 40101d grant opportunity which will be funneled from the federal government through DNREC to allocate, which primarily focuses on utility projects. The objectives and criteria need to be solidified and presented to the federal government prior to the end of March. Since utilities will be applying for the grant funding, DEMEC is unable to sit on the committee. There is a small utility component of the funding that is equal to the percentage of customers. Ms. Contant noted that this is funding will be more immediate, local, has a carve-out specifically for small utilities, with the cost match is only a third. There will be a public hearing in mid-March and staff will draft public comments to and present them to the board.

Ms. Contant noted that for the federal EECBG (Energy Efficiency and Conservation Block Grant), there are five (5) members who have formula funding based on population, but the members must apply directly to the federal government as DEMEC cannot apply on behalf of the member. The remaining three (3) members will need to apply for competitive grants with the federal government or state. DEMEC can partner, support, and run the program but cannot be the direct applicant.

Ms. Contant encouraged members to obtain grants.gov account access soon than later to avoid delay in processing applications.

Ms. Schlichting noted the large workload required to gather grant information and invited feedback from the board on how much time DEMEC should invest in grant opportunities since members must apply directly for most of the grants. The board requested that DEMEC provide grant opportunities to the members, and the members will manage applying for the grant.

Ms. Contant stated that DEMEC will continue to focus on the 40101d grant since DEMEC can apply on their behalf.

**BREAK FOR LUNCH –**

The Board broke for lunch at 12:21 p.m.

**RETURN TO REGULAR SESSION –**

The Board returned to regular session at 1:13 p.m.

**PRESIDENT’S REPORTS TO BOARD**

Bloom Energy –

Ms. Schlichting noted that Bloom Energy is inviting the DEMEC board to take a tour of their facility, located in Newark, on February 14<sup>th</sup>.

Congressional Meetings -

Ms. Schlichting stated that on January 23<sup>rd</sup>, DEMEC met with Congresswoman Lisa Blunt-Rochester and provided a tour of the Beasley Power Station and discussed Indian River, the PJM cost circuit breaker, DPL-South LDA, and Winter Storm Elliott including Beasley's contributions as a reliable asset during the PJM RTO weather emergency and max generation event.

Ms. Schlichting mentioned that she and Ms. Contant will be attending the APPA Legislative Rally at the end of February where meetings are scheduled with the Congresswoman's and Senator Coons' staff, and Senator Carper to further discuss the items we just presented upon.

Joint Training Yard & Lineworker Program –

Ms. Schlichting noted that DEMEC received the final approval from the Kent Conservation District (KCD). DEMEC's engineer will be sending approval letters and making sure that the Town of Smyrna has everything needed to issue the building permit so that DEMEC can refresh the bid with the contractor who is going to do the site work, break ground, and install the poles. The poles have been delivered to the site and are awaiting approval to install. An order has been placed for the other items that are needed.

Ms. Schlichting explained that for the lineworker training program, Mr. Bruce Kitchens, Special Projects Manager, is working on convenient weeks for both the lineworkers and TVPPA. More information will be forthcoming.

Light Up Navajo IV –

Ms. Schlichting thanked the communities who requested interest presentations and those members who are sending lineworkers to achieve a four (4) person crew. DEMEC's crew will be out at the Navajo Nation the week of April 24<sup>th</sup> – April 28<sup>th</sup>, but there will be a few days added on in the beginning and end to accommodate travel. There are two (2) lineworkers from Smyrna and two (2) lineworkers from Newark with two (2) identified alternates.

Indian River –

Ms. Schlichting noted that she continues to work with other industry partners to have an effect in reducing the cost and there have been several technical conferences. Questions have been presented to NRG, owner of Indian River, with comments expected to work toward reaching a settlement which should hopefully reduce the overall cost that has been presented in earlier meetings. While the hope is to reduce the overall costs, costs will remain significant to our membership. Ms. Schlichting presented last month, as requested by Milford, at the American Public Works Association annual meeting and raised the issue on how regulatory rules and/or mandates out of our control can have big impacts to our communities' residents, and economic development.

Ms. Schlichting stated that DEMEC will also be sponsoring, on March 23<sup>rd</sup>, the Delaware League of Government monthly meeting to present on Indian River RMR.

Corporate Business Plan of 2023 –

Ms. Schlichting noted that the Corporate Business Plan of 2023 will be discussed during executive session.

Community Solar –

For new community solar development, Mr. Lynch noted that he met with AMP to discuss the ability to bring economies of scale to community solar projects. AMP offered two (2) possible options for new community solar. Option one (1) is a build in Delaware on approximately 25-30 acres in Middletown with a system size of four (4) to five (5) megawatts and a commercial operations date one (1) year from contract execution. Option two (2) is a build outside of Delaware in another AMP membership with a system size between five (5) and 50 megawatts. The project, AMP Solar Phase III, is looking to gather more participants than the initial offering and is in early development stage with a commercial operation date in June 2026. DEMEC would need to commit with AMP in the March/April timeframe to participate in option two (2).

Ms. Schlichting and Mr. Lynch explained the need for SRECs in the 2030 timeframe and that DEMEC should begin building and layering sooner than later to prevent drop off all at once.

Mr. Lynch requested feedback from the board if any of these two (2) options is consistent with the board's goals and an option DEMEC should pursue.

The board requested more information on option two (2), that DEMEC staff set up time with the City of Newark to understand a particular customer's renewable needs, and further discuss at the March board meeting.

For a new low-income solar program, Mr. Lynch reviewed the option through DNREC who already has an established low-income solar program. This program is the simplest and quickest to implement in 2023. The state energy office manages the Federal Weatherization Assistance Program (WAP) to identify low-income customers. The WAP low-income solar program installs solar on customers' homes, owned not rentals, using a portion of Delmarva Power's Green Energy Funds. DNREC is interested in partnering with DEMEC and has identified potential customers in DEMEC's member communities. DNREC's program operates by installing up to four (4) kilowatts on a home with the average home energy usage between eight (8) and 15 kilowatts. Mr. Lynch reviewed the cost range to install solar on potential customers' homes, the Municipal Green Energy Funds (GEF) currently available, and the estimated number of installations, paid at 100% using GEF, for one (1) kilowatt and four (4) kilowatts. Mr. Lynch noted that if the board desires to pursue a low-income solar program, using DNREC's program would permit operations in 2023.

Mr. Lynch requested feedback from the board if this program is consistent with the board's goals and an option DEMEC should pursue.

The board requested a presentation for talking points for discussion, gather responses to questions raised, and discuss further at the March meeting.

AMI -

Mr. Lynch noted that he is working with Clayton, Smyrna, and Lewes on a request through AMP for federal funds to help reduce the electrical side of AMI. Mr. Lynch would like to present to councils and obtain opinions on moving forward with this project.

RP3 –

Mr. Lynch stated that two (2) out of three (3) results were received as Seaford, Newark, and Milford applied for RP3 designation. He thanked Mr. Tony Chipola, Milford Electric Director,

Mr. Bhadresh Patel, Newark Electric Director, and Mr. Bill Bennett, Seaford Electric Director, and staff for putting the time and effort into making this happen. Mr. Lynch also wanted to recognize the work done by other DEMEC staff.

Ms. Schlichting noted that it has been DEMEC's goal to have the members receive designation in this program and its encouraging to hear those members who are applying for and receiving the recognition. For those members who have not applied, Mr. Kitchens can assist with the preparation and application for RP3.

Mr. Lynch noted that the program will be opening again in May.

Cold Weather Elliott –

Ms. Schlichting will review during the executive session to discuss Beasley's over performance, history of Beasley operations, capacity performance and Beasley expectations during PAI events.

**SUSTAINABILITY & DEVELOPMENT**

Mr. Scott Lynch will stand on the remainder of the report.

**COMMUNICATIONS & OUTREACH**

Ms. Contant noted that for 2022, DEMEC had 20 different interactions with legislators (federal and state) and their staff, not including committee meetings or the active work done for legislation.

Ms. Contant stated that for DEMEC's social media pages in 2022, followers on Facebook increased 11%, with an increase of 69.3% on page reach. On LinkedIn, followers increased 31.8%, with an increase of 462.6% in page views.

Ms. Contant wanted to remind members of the charitable donations and sponsorship funds available to the communities. Every year, money is set aside to help support member communities and public power to promote and bring awareness to DEMEC and public power benefits.

Ms. Contant stood on the remainder of the report.

**TRAINING & EDUCATION ACTIVITIES**

Ms. Kendra Friel, Training and Events Coordinator, noted that the APPA Key Accounts Program, a certificate program, will be starting on March 21<sup>st</sup>.

Ms. Friel stated that there is a demand response lunch and learn, presented by CPower, about managing cold and warm weather alerts on March 29<sup>th</sup>.

Ms. Schlichting explained that during the recent cold weather event, there were questions raised regarding dropping load due to the extreme cold weather. CPower presented in December but did not go in depth on demand response, what it meant, and next steps when there are requests to load drop. The last cold weather event was in early 2014 with the Polar Vortex so it has been many years since an extreme cold weather event has occurred in Delaware. CPower will be taking a deeper dive into managing these cold and warm weather events during an upcoming lunch-and-learn.

Ms. Friel noted that for the PJM 101 Power Supply Training, she is currently talking with PJM to schedule a date and time. More information will be forthcoming.

Ms. Friel stated that for 2024, she is looking into AMP safety trainings. There have been virtual trainings, but AMP also holds in-person training. Both Smyrna and Clayton have expressed interest with the in-person option. The training would be a consecutive multi-day commitment between two (2) and three (3) days, held at the DEMEC training facility. Ms. Friel requested feedback from the board to see if any other members were interested in this training, and the board expressed interest. Ms. Friel will send a survey for additional safety training topics.

Ms. Friel also stated that for 2024, she is looking into the Public Power Manager Certificate Program. This program offers more certificates for continuing education and covers strategic challenges, trends in public power, financial planning, budgeting, and strategic leadership. Ms. Friel mentioned that Mr. Austin Calaman, Director representing Lewes, completed this program along with other BPW staff. She requested feedback from the board to see if any other members were interested in this certificate program to bring in-house, and the board expressed interest.

Ms. Friel ended with an update on the Learning Management System (LMS) which will streamline processes and enhance reporting options. A few vendors have been identified and she is working to finalize them. When the LMS is implemented, members will see a shift in correspondence, but she will ensure examples are provided well in advance to minimize any confusion.

### **WORKFORCE DEVELOPMENT TRAINING**

Ms. Temika Moore, Contracts/HR Administrator, reviewed the workforce development training that she is currently working to put in place for DEMEC staff and intending to roll out to members in time. The workforce development training includes HR compliance, onboarding for new hires, and professional development for DEMEC staff to continue to build supervisory leadership skills.

Ms. Moore stated that in March, there will be in-person training for diversity, equity, and inclusion, anti-harassment in the workplace, and emergency first aid and crisis response.

Ms. Moore noted that there will be additional training, in cooperations with the training and events team, through the new LMS which will include employment law updates for supervisor management, technology training, supervisory and management skill training, interviewing, hiring compliance and best practices, and risk management.

Ms. Moore noted that DEMEC currently has an onboarding document for new hires outlining the training and, as a team, looking to modify the document and break the training down into 30, 60, 90, 120-day sections.

As part of DEMEC's professional development goals, staff will also participate in a book club to enhance leadership and communications skills. A survey was conducted to see what staff was currently reading and interests to have an idea of preferences to tailor the DEMEC book club properly. The first book club is happening this quarter and one of the first selections is one of Ms. Schlichting's favorites.

Ms. Schlichting stated that one of the aspects of the LMS is the joint services that everyone can use. Once implemented, it will assist in managing the training, following the completion of

certificate programs, and reporting on status of training. It can be opened to the board to use for any type of training.

**IT UPDATE**

Ms. Jennifer Coulbourne, IT System Administrator, did not have any updates.

**BUSINESS FROM THE FLOOR**

None.

**EXECUTIVE SESSION**

The Board went into executive session at 2:40 p.m. upon motion by Seaford, seconded by Clayton, to discuss the following:

1. To discuss personnel actions, strategic business and commercial generation operations, dispatch, negotiations, and planning
2. Corporate Business Plan 2023
3. Discussions of Beasley operations during Winter Storm Elliot

The Board ended executive session and returned to regular session at 3:52 p.m. upon motion by Lewes, seconded by Newark.

**POTENTIAL ACTION TO BE TAKEN AFTER EXECUTIVE SESSION**

No action taken.

**SET NEXT MEETING DATES**

The following meeting dates were set:

1. Thursday, March 9, 2022 – 10:00 a.m.
2. Thursday, April 13, 2023 – 10:00 a.m.
3. Thursday, May 11, 2023 – 10:00 a.m. (*Quarterly – Lunch to be provided*)

**ADJOURNMENT**

Upon motion by Milford, seconded by Lewes, the Board Meeting adjourned at 3:53 p.m.