# Agenda

Go SOLAR Florida Team Leader Update Meeting

November 25, 2014

Broward County Government Center West, PLCP Room 1303A

Call in Number: (954) 357-5481

1. Welcome and Roll Call

* Cathy Randazzo, Zoning and Planning
* Matt Anderson, Marketing
* Michael Huneke, Plans and Permitting
* Andrea Bousquet, IT
* Icilda Humes, Administration
* Jason Liechty, Finance Action Plan
* Olivia Hilton, Contracts/Grants Administrator II

1. Partner Updates, Action Plan Review and Status– Kay
   1. FSEC
   2. Monroe County
   3. Orange
   4. Alachua
   5. St Lucie
   6. Broward County
2. Team Leader Status Reports
   1. Financial Options – Jason Liechty
   2. Administration/Budget – Icilda Humes
   3. IT – Andrea Bousquet
   4. Outreach/Marketing - Matt Anderson
   5. Florida Permitting Solution – Michael Huneke
3. Advantage Marketing update – Kay
4. Legislative Action – Jason
5. Other Items?
6. Summarize Action Items
7. Next Meeting December 22, 2014 at 2pm in Room PLCP 1303A. Call in Join by Phone (954) 357-5481

Important Project Dates

Project Time Frame:

1. Budget Period One: 9-12-13 to 3-31-15

| **Due Date** | **Team Leader** | **Deliverable** | **Status** |
| --- | --- | --- | --- |
| Q1 | Kay | Minutes of the kick-off meeting | Completed |
| Q1 | Kay | Go SOLAR-Florida Charter documenting key players, and other administrative elements of the governance structure | Completed |
| Q1 | Kay | Executed inter-county interlocal agreements | Executed: Monroe, Orange, Alachua  Scheduled: Miami –Dade and City of Venice |
| Q1 | Cathy | Executed partner agreements with FSEC and FAU | Executed: FSEC |
| Q3 | Mike | Executed county-city interlocal agreements | Executed: Cooper City, Wilton Manors, Lauderdale Lakes, Hollywood  Not done: Lauderhill, Lighthouse Point, Pembroke Pines and Plantation |
| Q4 | Mike | Updated video of training webinar posted to www.broward.org/gogreen/gosolar | ? |
| Q4 | Mike | New partner cities will be operational on gosolar.broward.org | ? |
| Q5 | Kay | Weblink to the implemented FSEC online electronic plans storehouse |  |
| Q6 | Kay | Design plans for or weblinks to each partner county’s ePermit solution |  |
| Q6 | Kay | Completion of FSEC training in the use of their online electronic plans storehouse, documented by a video of a live webinar training posted online and instructions for the use of the storehouse |  |
| Q4 | Cathy | An inter-county Planning and Zoning Best Management Practices and model zoning ordinance | To be posted on Go Solar Florida web by 9-30-14 |
| Q6 | Cathy | Formal adoption of the zoning ordinance language by all permitting jurisdictions |  |
| Q4 | Jennifer | Web link to the Florida Solar Financing Action Plan (GSFAP), posted online | To be posted on Go SOLAR Florida Web by 9-30-14 |
| Q4 | Jennifer | Web link to recommended proclamation language supporting the GSFAP, posted online | To be posted on Go SOLAR Florida Web by 9-30-14 |
| Q6 | Jennifer | Web link to all executed proclamations from all Florida Counties in support of the GSFAP, posted online |  |
| Q2 | Matt | Go SOLAR-Florida Marketing Plan | Complete. Posted on Go SOLAR Florida web April 2014 |
| Q6 | Matt | Conduct at least four workshops on solar rights |  |
| Q6 | Kay/Matt | Conduct one workshop between partner county power companies to promote  collaboration on consistent, statewide net metering and interconnection standards |  |
| Q6 | Matt | Complete the 2nd Annual Go SOLAR Fest |  |
| Q6 | Matt/Jennifer | Solar Financing Marketing Campaign |  |
| 3-31-15 | Kay | **Go/No Go Decision Point**  DOE will make a determination to proceed with funding for the next Budget Performance period (BP2) based predominately upon the successful completion of 85% of the subtasks and deliverables for BP1 described in the approved SOPO. Other budgetary and programmatic constraints may apply. |  |
| Q9 | Kay | Train building officials and inspectors from new jurisdictions on how to use the Go SOLAR Online Permitting System. |  |
| Q9 | Kay | Monitor and evaluate the performance of Go SOLAR systems, and refine the permitting solution, as needed, based on customer feedback |  |
| Q9 | Kay | Web links to all ePermit solutions implemented within each partner county |  |
| Q10 | Matt | Conduct at least two workshops on solar rights |  |
| Q10 | Kay | Seek audience with the Florida Public Service Commission to presents results of Go-SOLAR Florida |  |
| Q10 | Jennifer/Matt | Conduct one state-wide financial options workshop |  |
| Q10 | Matt | Post all marketing and outreach materials online |  |
| Q10 | Matt | Report on success of Go SOLAR-Florida Marketing Plan, including the estimated total number of customer touch points |  |
| Q10 | Matt | The 3rd Annual Go SOLAR Fest will be conducted within a partner location, to include a qualitative/quantitative analysis of how Go SOLAR-Florida has impacted the solar market in participating jurisdictions, and plans for the future. Impact metrics will be similar to those defined in Task 6. |  |
| Q10 + 90 days | Kay | Reports and other deliverables will be provided to DOE in accordance with the Federal Assistance Reporting Checklist. |  |

|  |  |
| --- | --- |
| **Quarter** | **Dates** |
| 1 | 9-30-13 to 12-31-13 |
| 2 | 1-1-14 to 3-31-14 |
| 3 | 4-4-14 to 6-31-14 |
| 4 | 7-1-14 to 9-30-14 |
| 5 | 10-1-14 to 12-31-14 |
| 6 | 1-1-15 to 3-31-15 |
| 7 | 4-1-15 to 6-31-15 |
| 8 | 7-1-15 to 9-30-15 |
| 9 | 10-1-15 to 12-31-15 |
| 10 | 1-1-16 to 3-31-16 |