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Go Solar Florida Partners' Meeting Minutes

December 19, 2014

Broward County Government Center West, Room 1303A 8:30 a.m.

1. Roll Call

- Alachua County- Holly Banner
- Broward County – Kay Sommers, Michael Huneke, Dr. Icilda Humes, Olivia Hilton, Jason Liechty, Matt Anderson, Cathy Randazzo, Andrea Bousquet, Ken Dobies
- FAU- Dr. Mitsova
- FSEC- Colleen Kettles, Stephen Barkaszi
- Miami Dade- Boris Sursky, Michael Goolsby, Patricia Gomez
- Orange County- Alan Plante, Renee Parker, Cindy Nielsen

2. Updates

- a. Plans/Plans Approval Team – Michael Huneke
 - Miami Dade County has completed and shared the algorithms with FSEC for integration into the demo.
 - The team is working on improvements to the foundation of the system and a basic demo will be ready to share with DOE in January.
- b. Business Requirements Document Update – Stephen Barkaszi
 - This document continues to be updated.
 - A revised version of the demo is ready for sharing with Plans Team today.
 - The next step will be to incorporate the structural components into the demo.
- c. Permitting/Application Team- Michael Huneke
 - Work is being done on a non-functional GSF webpage which the team will use to start populating with permitting components.
 - The website will include links to FSEC, different AHJs, etc.
- d. Financial Team- Jason Liechty
 - The action plan has been revised to include the pros and cons in the matrix.
 - Alachua County, Orange County, and Broward County plan to take the resolutions to their respective boards in January. Thereafter, outreach will be done to the other 60+ counties in Florida with respect to adopting the proclamation.

- Alachua County shared that they have some solar issues highlighted in their legislative package.
 - Broward County has produced marketing material focusing on the solar financing plan of action.
 - Miami-Dade County's finance department is reviewing the action plan before it goes to the board in February.
- e. Marketing-Matt Anderson
- The Marketing Team has developed [information cards based on the financial action plan](#). They have been posted online for use by partners. Feedback on the cards is welcomed. Additionally, partners are asked to suggest different marketing tools that can be developed for the grant.
 - The first [Go Solar Florida e-newsletter](#) has been widely circulated to 3000+ recipients. Partners are encouraged to forward the e-newsletter to their respective distribution lists.
 - Miami-Dade County's work on the structural component of the permit/plans systems will be featured in the next edition of the newsletter.
- f. Florida Industry Advisory Council – Colleen Kettles
- The Council had its inaugural meeting. The [minutes](#) have been finalized and a Question & Answer information sheet has been developed.
 - The next meeting will be on January 8.

3. New Issues

a. Upcoming Meetings

- i. Solar Rights Workshops have been scheduled as follows:
- 1-28-15 Orange County
 - 2-12-15 Broward County
 - 2-18-15 Alachua County
 - Week of March 9 Miami-Dade County

The time allotted for the workshops is 2 hours. FSEC will facilitate the sessions which will focus on Florida Statutes, exemplary ordinances, resolving issues of community associations, and a Question & Answer segment. Contact Colleen Kettles at ckettles@fsec.ucf.edu for additional information.

ii. Net Metering/Interconnection – Orange County 1-28-15

- Kay Sommers forwarded an email to partners about this meeting on December 22, 2014. Kay attached a sample letter template for each partner to use to invite the utility companies in their jurisdictions. A copy of the email and letter template are attached.

- The team is working with [Justin Hoysradt](#) at Vote Solar and [Brian Fitzsimons](#) at Qado Energy to plan the event. Representative of these agencies will be speaking at the event.
- iii. Next Partner Status Meeting 1-29-15
- The next Partner Status Meeting will be face-to-face at FSEC and will incorporate the site visit from the DOE representative.
 - FSEC will give a demonstration of the plans system and each partner will give a demonstration of what is going on their respective county.
 - Boris Sursky from Miami-Dade County offered to do a live demonstration on how the Miami-Dade County's e-permitting system works.
 - The Project Manager suggested that the team have a "run-through" in the next 2 weeks before the meeting to ensure that all presentations are applicable and show ties with Go Solar Florida.
- b. Action Plans/Deliverable Documentation
- The Project Manager shared that DOE is concerned that not enough money has been spent. This is because the bulk of the money is linked to deliverables most of which are due at the end of March. Therefore, partners are encouraged to work diligently to complete deliverables as soon as possible because if 85% of the deliverables are not completed by the end of March, DOE will have good reason to not continue the project.
- c. Legislative Action
- Jason Liechty shared his concerns about the attack on net metering but indicated that he remains optimistic about the next legislative session.
 - Miami-Dade County shared that solar issues were initially included in its legislative package, however, the County will prioritize what will remain the package.
 - The Project Manager shared information about the PUC's decision with respect to FPL and fracking.
- d. Advantage Marketing update
- A memo has been forwarded to the Broward County Administrator requesting approval of a contract between Broward County and Approval Zoom with respect to supporting work on the Go Solar Florida website and the plans package.

4. Updates from partners

Alachua County

- The Board has approved its legislative package.
- PACE has been well-discussed by the County.
- The team is trying to keep its Board engaged on a monthly basis in Go Solar Florida-related issues. The next area of engagement will be the Financing Action Plan.

Miami-Dade County

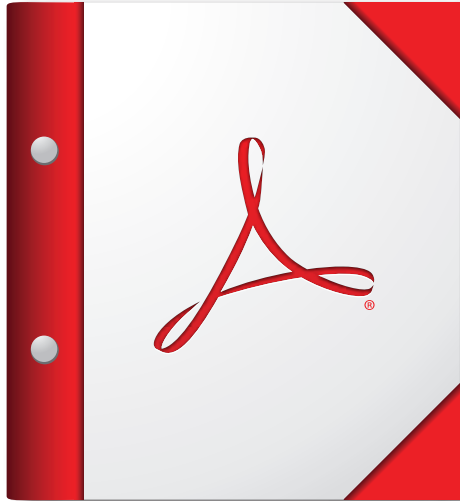
- The team is working on submitting invoices for reimbursement and charging in-kind items for its cost-share.

Orange County

- The team is hoping to take the financing resolution to the Board on January 13.
- The team is scheduling its first workshop on zoning changes and are getting ready for the public hearing in February or March.
- The team is also developing a marketing plan which will include a tutorial on how to use their system.

5. Summarize Action Items

- All partners are encouraged to get their respective deliverables completed.
- All partners are reminded to submit timesheets by January 7.
- The Project Manager will forward a letter template that may be used by partners to invite utility companies to the net metering event.
- The Project Manager will forward a "Save the Date" for said event to partners. Partners are asked to post it on their respective webpages.



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