**Minutes**

**Go SOLAR Florida Partner Status Teleconference/Video Conference**

**March 28, 2014**

**Broward County Government Center West, Room 1303A**

*Chair: Kay Sommers, Project Manager*

**Call to Order**

The meeting was called to order at 8:35 a.m.

**Broward County Updates**

General Updates:

* Broward County Administrator, Bertha Henry, sent letters to her counterparts in each partner jurisdiction about the Go Solar Florida project. The Broward County Mayor will be doing the same shortly. The letter was to thank them for the participation of their county/city in the project, update them on the Project’s progress, request their support for Go Solar Fest, and to request continued support as the project activities get ramped up.

Contracts Updates

* Cathy Randazzo, the Lead for the Go SOLAR Florida Planning and Zoning team, informed partners that FAU and FSEC have received their contracts and are presently reviewing.
* The other contracts are being worked on and will be forwarded to the respective partners shortly.
* A Planning and Zoning Team meeting was held yesterday. The next meeting will be held on April 24 at 2:30 p.m.
* Cathy reported that not all entities are participating as the Team had expected. She pointed out that the point of reviewing ordinances is to ascertain whether they are solar-friendly and whether they will help to expedite the process. She reminded partners that it is important for them to participate in this process because we want to have the same zoning in place for all partner jurisdictions. Furthermore, the Team is looking at a model ordinance so that the online system can work once it is finalized.
* The Planning and Zoning Team is also reviewing documented best practices and welcomes any feedback on such.

Permitting Update

* Kay Sommers informed the members that there is proposed legislation (SB 1004) that attempts to reduce the authority of FSEC. The Go Solar Florida’s permitting system is planned around FSEC’s existing authority. Consequently, Broward County mobilized lobbyists to intervene. Furthermore, the Deputy Director of Broward County’s Environment Protection and Growth Management Department has requested that FSEC be given additional authority.
* FSEC expressed gratitude to Broward County for its efforts.
* Jason Liechty from Broward County shared that a part of the original impetus for the proposed legislative changes is that FSEC was not processing approvals quickly enough. However, it has since been discovered that the aforementioned conclusion was based on information that was five years old.
* FSEC shared that a lot of the aforementioned delays in processing were associated with solar thermal and not PV because testing for the former takes time.

**Go Solar Fest**

* Kay Sommers guided partners through navigating the Go Solar Fest webpage. She informed them that the site is now mobile friendly and reminded partners to register to attend if they had not already done so.
* Miami Dade County reported that they had included a web button to Go Solar Fest on their website and other partners were encouraged to do the same.
* Partners were reminded that marketing materials for the event are available to them.
* She proceeded to give a progress report of the event planning: 16 exhibitors have paid for booth space, 15 speakers have been engaged, 8 sponsors have committed to partnerships, and 200 individuals have registered to attend.
* The tentative agenda for the event was shared with the partners.
* Partners were asked to assist in identifying exhibitors and sponsors for the event. Only speakers who would be able to participate in the Education track are needed. FSEC requested that their team handle that segment of the agenda and Kay Sommers graciously agreed.
* Information about the arrangements made with a hotel within walking distance of the event venue was shared.

**Updates from Partners**

**Alachua**’s representative was unable to attend the meeting but had informed the Project manager of the following:

* Alachua has received the contract from Broward County and are reviewing it.
* They have committed to assisting with identifying international contacts for engagement in Go Solar Fest. A matrix of such is presently being prepared and will be finalized and forwarded to the Go Solar Fest planning team shortly.

**Miami-Dade**

* They are working on their timesheets for quarter 2.
* A web button to Go Solar Fest has been included on Miami Dade County’s website.
* Miami-Dade County is working on their parts of the assignment with respect to the permitting solution.

**Monroe**

* They are working on an RFP.

**St. Lucie**

* St. Lucie County committed to adding a Go Solar Fest web button to their webpage

**FAU**

* Dr. Mitsova mentioned that she had discussed her tasks with respect to planning and zoning at yesterday’s planning and zoning meeting.
* She committed to giving the Planning and Zoning team Leader her report on Best Practices.

**FSEC**

* FSEC’s research office has reviewed the contract from Broward County and will now forward it to their legal team for review.

City of Venice and Orange County were not present to provide updates.

**Timecards**

* Kay Sommers reported that only Broward, Alachua, Miami-Dade and Orange Counties have completed timesheets for quarter 1. Partners were asked to forward all outstanding timesheets as soon as possible.
* Partners were reminded that quarter 2 ends next week Monday and as such, timesheets for quarter 2 will be due shortly.