



**Board of Directors Meeting Minutes**  
**Monday, January 30, 2023**  
**MCEC Conference Room**  
**Zoom 10:00 AM**

**Present:** Chairman Geoff Oxnam, Vice-Chair Mike Gill, Treasurer Andrea Pelletier, Mr. Al Delia, Ms. Brittney Powell, Mr. John Quinn, Dr. Eric Wachsman, Dr. Samuel Williams, Director Paul Pinsky, Mr. Roop Vijayan, Ms. Kathy Magruder, Ms. Sabrina Bachman, Ms. Charmaine Brown, Mr. Steven Cowan, Mr. Mike Ducker, Mr. Wade Haerle, Mr. Aziz Kamulegeya, Ms. Rylee Kennedy, Ms. Dorothy Kolb, Ms. Pamela Powers, Ms. Maura Ross, Mr. Ben Rupert, and Mr. Brian Toll. Guests include Mr. Chris Rice, Chief of Staff, Maryland Energy Administration.

**Welcoming Remarks:** Chairman Oxnam welcomed Board Members to the meeting at 10:01 AM, introducing Ms. Charmaine Brown; Diversity, Equity, and Inclusion Consultant and welcoming MEA Director, The Honorable Paul Pinsky. The Director addressed the Board Members, noting his plan for the agency.

**First Order of Business:** The first order of business was to approve the Board of Directors Meeting Minutes for Wednesday, November 16, 2022, and Wednesday, December 14, 2022.

*Chairman Oxnam requested a motion to approve the Board of Directors Minutes for Wednesday, November 16, 2022, and Wednesday, December 14, 2022, as presented. Mr. Quinn moved the motion. Mr. Delia seconded the motion. The motion passed unanimously with no abstentions or objections.*

*Chairman Oxnam – AYE  
Vice-Chair Gill – AYE  
Treasurer Pelletier – AYE  
Mr. Delia – AYE  
Director Pinsky – AYE*

*Ms. Powell – Absent  
Mr. Quinn – Absent  
Dr. Wachsman – AYE  
Dr. Williams – AYE*

**Financial Matters:** Ms. Pelletier presented the MCEC FY 23 Year-to-Date Financial Statements as of December 31, 2022. She continued with the MEIA FY 2023 Year-to-Date Financial Statement as of December 31, 2022. Ms. Magruder presented the Proposed Budget Amendment.

*Chairman Oxnam requested a motion to approve the Budget Amendment As proposed by staff. Ms. Pelletier moved the motion. Director Pinsky seconded the motion. The motion passed unanimously with no abstentions or objections.*

*Chairman Oxnam – AYE  
Vice-Chair Gill – AYE  
Treasurer Pelletier – AYE  
Mr. Delia – AYE  
Director Pinsky – AYE*

*Ms. Powell – Absent  
Mr. Quinn – Absent  
Dr. Wachsman – AYE  
Dr. Williams – AYE*

**Executive Director Report:** Ms. Magruder presented the C3 Fund Critical Path to Launch, continuing with an update on the Inflation Reduction Act, Funding, and the National Greenbank. She informed members of the progress of the BGE DOT RAISE Grant Partnership, noting the application deadline and discussed the Energy 101 Publication Release. Ms. Magruder continued with remarks on the success of the Realtor Continuing Education Classes: Buying and Selling Properties with Solar Systems. She discussed legislation introduced that directly affects the center.

**MEIA Update:** Mr. Haerle updated members of the board on activities of the Maryland Energy Innovation Accelerator, noting employment created, revenue generated, grants awarded, equity raised, and patents acquired through the programs. He continued with plans for process improvement and activities.

**Communications Director:** Ms. Bachman discussed upcoming events and planning, noting the 2023 MCEC Legislative Reception on Thursday, February 23, 2023, at the Governor Calvert House in Annapolis. She continued with priorities for marketing and communications during FY 2023 Q3.

**Finance:** Mr. Cowan updated members on the CEA Loan Program, MDPACE, the Morgan State University EPC process, and the framework for the C3 Fund. Ms. Ross presented an overview of the State Wood Energy Team.

**Procurement & Technical Support Report:** Mr. Ruppert reported on the progress of solicitation, contract management, and consulting revenue for the division.

**Diversity, Equity, and Inclusion Presentation:** Ms. Brown presented a strategy for the development of MCECs diversity, equity, and inclusion initiatives.

**New Business & Announcements:** Ms. Magruder announced the MCEC 2023 Legislative Reception on February 23, 2023, at the Governor Calvert House in Annapolis and the next meeting of the Board of Directors on Monday, February 27, 2023.

**Adjournment:**

*Chairman Oxnam requested a motion to adjourn the meeting. Director Pinsky moved the motion. Dr. Williams seconded the motion. The meeting adjourned at 12:05 PM with consensus.*

Recording of the meeting can be found at: [http://bit.ly/MCEC\\_2023\\_01-30](http://bit.ly/MCEC_2023_01-30)