Board of Directors Meeting Minutes
Monday, July 28, 2025
Virtual and MCEC Office 1:06 PM

Present: Chair Dr. Karen Wayland, Vice Chair Mr. Robert H. Edwards Jr., Treasurer Ms. Brittney R. Powell, Ms. Whitney Boles, Mr. Jerry T. Sanford, Mr. Paul Albertus, Ms. Jenn Aiosa, Ms. Kathy Magruder, Ms. Martha Absher, Ms. Pamela Bucklinger, Mr. Colin Cline, Ms. Daniella DiRubba, Ms. Amy Gillespie, Ms. Maggie Groff, Mr. Daniel Hazard, Ms. Dorothy Kolb, Mr. Ben Margolis, Ms. Limunga Mingo, Ms. Maya Ross, Mr. Ben Rupert, Ms. Michelle Staudenmeier, Mr. Anmol Vanamali, Mr. Keith Wang, Mr. Noah Wood, Mr. Simón Zimmer, and Audit Presentation Guests Mr. Jamie Robinson and Ms. Katlin Williams, SC&H.

Welcoming Remarks: Chair Dr. Wayland and Ms. Magruder welcomed Board Members and MCEC staff at 1:06 PM. Ms. Magruder asked Board Members and MCEC staff to give brief introductions.

First Order of Business: The first order of business was to approve the Board of Directors Meeting Minutes for Monday, June 30, 2025.

Chair Dr. Wayland requested a motion to approve the Board of Directors Minutes from Monday, June 30, 2025, as presented. Ms. Boles moved the motion. Vice Chairman Edwards seconded the motion. Mr. Sanford initially abstained from voting but changed his vote to 'AYE' to meet quorum. The motion passed.

Chair Dr. Wayland – AYE	***Mr. Link - Excused***	***Dr. Vitale – Excused***
Vice Chairman Mr. Edwards – AYE	***Director Pinsky – Excused***	***Mr. Albertus (Dr. Wachsman's Designee) – Excused***
Treasurer Ms. Powell – AYE	***Mr. Sanford – AYE***	***Ms. Aiosa (Dir. Pinsky's Designee) – AYE***
Ms. Boles – AYE	***Dr. Wachsman – Excused***	

Financial Report: Guest presenters Mr. Robinson and Ms. Williams provided an overview of the process, outlined expectations, and shared updates on the MCEC FY25 audit. Ms. Williams provided clarification on the priorities and objectives of the current financial statements in advance of the October 1 deadline, in response to Chair Dr. Wayland's inquiry in consideration of the additional work related to federal grants. Ms. Kolb presented an overview of the MCEC budget variances through June 30, 2025. Ms. Kolb clarified that expenses and revenues of certain grant funding were unanticipated in response to Chair Dr. Wayland's inquiry. Mr. Margolis provided an overview of MEIA's financial report.

Executive Director Report: Ms. Magruder provided an overview of the MCEC Advisory Council and appointment process. Ms. Magruder proposed a supplemental appointment to the Council of former PSC Commissioner Mike Richards. Vice Chair Mr. Edwards emphasized the need for strong participation among Council members. In response, Ms. Magruder provided the Board with examples of recent Advisory Council engagements. Ms. Magruder shared upcoming announcements with the Board, including pending hires and the Economic Impact Analysis of MCEC's investments. Vice Chair Mr. Edwards emphasized MCEC's vital role in investing in and advancing the transition to clean energy within the State, which influenced the decision to conduct an Economic Impact Analysis.

Chair Dr. Wayland requested a motion to approve the Advisory Council Supplemental Appointment as presented. Ms. Boles moved the motion. Mr. Sanford seconded the motion. The motion passed with no abstentions or objections.

Chair Dr. Wayland – AYE	***Mr. Link - Excused***	***Dr. Vitale – Excused***
Vice Chairman Mr. Edwards – AYE	***Director Pinsky – Excused***	***Mr. Albertus (Dr. Wachsman's Designee) – AYE***
Treasurer Ms. Powell – AYE	***Mr. Sanford – AYE***	***Ms. Aiosa (Dir. Pinsky's Designee) – AYE***
Ms. Boles – AYE	***Dr. Wachsman – Excused***	

Procurement and Technical Assistance Division: Ms. Magruder outlined MCEC's procurement approval process in relation to the contract for Solar Development Services for the Town of Chestertown with GreenGen. Vice Chair Mr. Edwards applauded the expansion of outreach efforts to different areas throughout the State.

Ms. Magruder requested a motion to approve the contract for services with GreenGen for Solar Development Services for the Town of Chestertown as approved by the Town Council. Chair Dr. Wayland moved the motion. Vice Chairman Edwards seconded the motion. The motion passed with no abstentions or objections.

Chair Dr. Wayland – AYE	***Mr. Link - Excused***	***Dr. Vitale – Excused***
Vice Chairman Mr. Edwards – AYE	***Director Pinsky – Excused***	***Mr. Albertus (Dr. Wachsman's Designee) – AYE***
Treasurer Ms. Powell – AYE	***Mr. Sanford – AYE***	***Ms. Aiosa (Dir. Pinsky's Designee) – AYE***
Ms. Boles – AYE	***Dr. Wachsman – Excused***	

Mr. Rupert provided the Board with an overview of the proposed updates to MCEC's Procurement Policy for contract structure. Mr. Rupert explained the necessary revisions related to the articles of the approval process and clarified that MCEC will comply with both its own procurement process and those of the client. Ms. Magruder clarified that PTAS will provide the Board with a report on contracts that have been rewarded, in response to Chair Dr. Wayland's question regarding reporting. Ms. Absher emphasized that the intent of the policy update is to streamline the contract approval process.

Chair Dr. Wayland requested a motion to approve revisions to Article 304 and Article 403 and revise specific terms in Article 402 of MCEC's Procurement Policy as presented by staff. Ms. Boles moved the motion. Ms. Powell seconded the motion. The motion passed with no abstentions or objections.

Chair Dr. Wayland – AYE	***Mr. Link - Excused***	***Dr. Vitale – Excused***
Vice Chairman Mr. Edwards – AYE	***Director Pinsky – Excused***	***Mr. Albertus (Dr. Wachsman's Designee) – AYE***
Treasurer Ms. Powell – AYE	***Mr. Sanford – AYE***	***Ms. Aiosa (Dir. Pinsky's Designee) – AYE***
Ms. Boles – AYE	***Dr. Wachsman – Excused***	

Finance Programs Division: Ms. Magruder provided an overview of a contract modification for services related to the C3 Fund provided by WSP. However, due to the previous motion, the Executive Director has the authority to sign off on the contract modifications with IOC approval. No motion was held. Mr. Vanamali provided an update on MCAP and the status of the Baltimore County EPC transaction. Mr. Wang provided updates on CEA and emphasized its extension of the program. Mr. Wood provided an update on C3 Fund activities, including the status of various applications and contracts. Mr. Wood provided an estimate of the total funding requested and approved in response to Vice Chair Mr. Edwards' inquiry regarding the dollar amounts for C3 applications to date. Mr. Vanamali also noted that MCEC will be taking over the role of program administrator for MDPACE. Ms. Magruder discussed the process of establishing a new FIAC to review transactions and advise MCEC on investment opportunities. Chair Dr. Wayland requested feedback from Board members regarding the makeup and appointment of the FIAC.

Grant Programs Division: Mr. Zimmer provided an overview of the Solar for All CRM software contract and the selection process. Ms. Gillespie highlighted specific features of the CRM contract that was awarded. Board members discussed the future implementation of federal grant funding.

Chair Dr. Wayland requested to Approve FI Consulting as the SFA software provider. Vice Chairman Edwards moved the motion. Ms. Boles seconded the motion. The motion passed with no abstentions or objections.

Chair Dr. Wayland – AYE	***Mr. Link - Excused***	***Dr. Vitale – Excused***
Vice Chairman Mr. Edwards – AYE	***Director Pinsky – Excused***	***Mr. Albertus (Dr. Wachsman's Designee) – AYE***
Treasurer Ms. Powell – AYE	***Mr. Sanford – AYE***	***Ms. Aiosa (Dir. Pinsky's Designee) – AYE***
Ms. Boles – AYE	***Dr. Wachsman – Excused***	

Ms. Gillespie provided an overview of the Municipal Investment Fund Grant, in partnership with the City of Baltimore. Board members and staff discussed geothermal energy in relation to the grant application. Ms. Magruder provided clarification on MCEC's role as an advisor for the grant. Ms. Gillespie also provided an update on all federal grant activities at MCEC.

Chair Dr. Wayland requested a motion to approve MCEC's grant award from the Coalition for Green Capital/ICLEI totaling $250,000, subject to completed legal review, for public/private investment technical assistance with the City of Baltimore as recommended by grant staff. Mr. Sanford moved the motion. Mr. Albertus seconded the motion. The motion passed with no abstentions or objections.

Chair Dr. Wayland – AYE	***Mr. Link - Excused***	***Dr. Vitale – Excused***
Vice Chairman Mr. Edwards – AYE	***Director Pinsky – Excused***	***Mr. Albertus (Dr. Wachsman's Designee) – AYE***
Treasurer Ms. Powell – AYE	***Mr. Sanford – AYE***	***Ms. Aiosa (Dir. Pinsky's Designee) – AYE***
Ms. Boles – AYE	***Dr. Wachsman – Excused***	

MEIA: Mr. Margolis provided an update on MEIA programming activities. Ms. Magruder highlighted current and past startups that MEIA has supported.

Open Discussion, New Business & Announcements: Chair Dr. Wayland opened the floor for open discussion and questions. Ms. Aiosa provided an update on MEA's new programs and funding opportunities for FY26. Chair Dr. Wayland expressed interest in an overview of MEA's current programs. Ms. Magruder acknowledged the Communications and Marketing Team for their work on sponsorships and shared updates on the upcoming 2025 Maryland Clean Energy Summit.

Adjournment: Chair Dr. Wayland thanked all for their time. The meeting was adjourned by consensus at 2:52 PM.

Recording of the meeting can be found at: https://bit.ly/MCEC_2025_07-28