



**COMMUNITY
POWER COALITION
OF NEW HAMPSHIRE**
For communities, by communities.

PUBLIC MEETING NOTICE

Member Outreach and Engagement Committee

10:00 A.M. Tuesday, May 9, 2023

14 Dixon Ave, Suite 201

Concord, NH 03301

This meeting is open to the public pursuant to RSA 91-A.

The Community Power Coalition of New Hampshire is a non-profit corporation that operates as a governmental instrumentality pursuant to a Joint Powers Agreement between 27 municipalities and one county, in accordance with NH RSA 53-A and RSA 53-E.

Additional information: <https://www.cpcnh.org>

Notice & virtual access: <https://www.cpcnh.org/calendar>

Virtual Access:

<https://us06web.zoom.us/j/86594684665?pwd=NFNXbS81SForb3RuWEhlaS9RbldGdz09> | Meeting ID: 865 9468 4665 | Passcode: 467234

CPCNH Member Outreach and Engagement Committee, 5/9/23

AGENDA

- 1) Welcome & Housekeeping
 - a) Rollcall, quorum confirmation (1/3 of 9 → 3), consensus on agenda (**See Attachment 1: New Committee Description and Members**)
 - b) Approval of [4/11/23 Draft Minutes](#) (**Action**)
- 2) New Member Orientation
- 3) PUC Complaint Update
- 4) Member Services Update
- 5) Member Mentor Update
- 6) Planning for Member Outreach and Engagement Committee thru April 2024 (**See Attachments 2: Revision of Committee and 3: Ideas for Meetings/Events**)
- 7) Next meeting and adjourn

Attachment 1: New Committee Description and Members

Member Outreach and Engagement Committee

Description:

There shall be a Member Outreach and Engagement Committee (MOEC) consisting of up to twelve seats which may be filled by Directors, primary or alternate member representatives, or other individuals appointed by the Board Chair. The committee shall be responsible for supporting and facilitating Member engagement, education, and collaboration across the Membership, present and future, and providing a forum for the Members to interact with one another and with the organization. The committee membership should reflect the diversity of the Membership in community size, governing structure, and geography.

TBD: a budget may be developed to support activities for Members

CPCNH Member Outreach & Engagement Committee, Appointed 4/21/23			
Member	Name	Office	Email
Rye	Lisa Sweet	Cmte Chair	lisacsweet@comcast.net
Rye	Howard Kalet		kaletfamily@comcast.net
Durham	Steve Holmgren		sholmgren2@outlook.com
Newmarket	Joseph Lamattina		JLamattina@NewmarketNH.Gov
New London	Jamie Hess		nordicskate@gmail.com
Enfield	Jo-Ellen Courtney		jecourtney820@gmail.com
Pembroke	Jackie Wengenroth		jacquelinerriddle30@gmail.com
Hudson	Craig Putnam		craigp.hudsus@gmail.com
Peterborough	Bruce Tucker		bruce@2cker.com

Attachment 2: Revision of Committee



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Revision of Committee Description

Member Operations & Engagement Committee

To: CPCNH Member Operations and Engagement Committee
From: Director Sweet Chair of Member Operations & Engagement Committee
Date: 8 April 2023
Subject: Revision of Committee Description

The Member Operations and Engagement Committee has been hard at work for the past year and a half. In reviewing the original committee description, we can see that we have been able to accomplish our original goals.

As CPCNH grows, a new structure would transition the committee away from operations and toward engagement. The activities would provide opportunities for Member engagement, education, and communication. It would help us to hone our messaging and provide a bridge between the Members and the operating organization.

- The committee will be supported by the Member Services staff.
- The committee will work with other committees, Member Services staff, and the CEO to provide information about the workings of CPCNH to the Membership.
- The CEO will need the opportunity to shape the schedule and determine the budget for activities (meeting places, food/drink, etc).
- The committee would target having six business meetings, four Engagement Events, and work with the Executive Committee to co-host two additional Member Meetings.

Member Engagement Event Ideas:

Energy Aggregation Plan 101 (target: Members beginning to write EAP)

- What is the EAP?
- Process and Timeline
- Checklist





Procuring Power/Setting Rates 101 (co-host with Risk Management Committee)

- Risk Management/Rate Setting Overview
- How does CPCNH procure power?
- How does CPCNH set rates?
- Review of policies

Community Engagement 101 (focus on community engagement campaigns for spring launching members)

- Working with the media
- Planning and executing
- Materials available
- Timelines

Legislative Priorities/Advocacy

- Legislative and Regulatory Comm can review legislation being followed
- How can Membership support favorable legislation?

CPAs/Projects

- Overview of existing CPA - what kinds of products/projects are they doing?
- Future opportunities for CPCNH
- Examples of CPCNH projects

Proposed Membership Meeting Ideas

- Target a summer and a winter Meet and Greet to follow Membership Meetings
- Provide some programming (like Members sharing launch experience, tour of a project, etc)
- Provide time and space for Membership and CPCNH staff to network with one another

Description of Member Operations & Engagement Committee

Current (since 10/2021):

The Member Operations and Engagement (MOE-C) Committee shall consist of at least two Directors or alternates, one of which shall serve as chairperson of such Committee.

The charter of this committee is to support coordination and collaboration across Members to advance member readiness to launch an initial slate of Community Power Programs in 2022. This committee would be responsible for creating a framework for tracking member status towards initiating or finalizing Electric Aggregation Plans, sharing and networking resources that support member preparation for town meeting warrants, city council meetings and/or other committee meetings, to support member engagement needs in requesting and synthesizing community electricity data requested from the respective utility, and ultimately recommending - by Spring 2022 - a prioritized list of CPCNH services to the full Board.

Proposed for April 2023 - April 2024:

There shall be a Member Engagement Committee (MEC) consisting of up to nine seats which may be filled by Directors, primary or alternate member representatives, or other individuals appointed by the Board Chair. The committee shall be responsible for supporting and facilitating Member engagement, education, and collaboration across the Membership and providing a forum for the Members to interact with one another and with the organization. The committee membership should reflect the diversity of the Membership in community size, governing structure, and geography.

Recommendations for Member Operations and Engagement Committee:

Move to recommend new committee name, description for 2023-2024 to be voted on at the Annual Meeting. The chair will make appointments to the committee upon approval.

Attachment 3: Ideas for Meetings/Events

Member Outreach and Engagement Committee Ideas

	MOEC Meeting/Event	CPCNH Happenings/Events
June	Meeting	New CEO
July		Membership Meeting
August	Meeting (plan education event for September)	Wave 3 to finalize EAP by end of year
September	Education Event: Procurement and Rate Setting (RMC)	
October	Meeting	Membership Meeting
November		
December	Education Event: Community Engagement	
January	Meeting	Launching Members begin Community Engagement Campaigns
February	Education Event: Legislation/Advocacy	
March		Wave 2 Launch/Wave 3 Town Meetings/Legislative Activity
April	Meeting	Membership Meeting; Annual Board Meeting