



MEETING AT FALL CASBO CONFERENCE  
MEETING LOCATION – BEAVER RUN RESORT – BRECKENRIDGE, CO  
SEPTEMBER 21, 2005 MINUTES

The meeting was called to order at 1:10 P.M. by Sam Crispin, Chairman of CASDEM.

Introductions were made and members and guests were given a sign-in sheet to confirm their contact information. Attendees: Roger Jaeger, Eric Andersen, Michael Drake, Bill Chambers, Marl Wilsey, Jim Faes, Tom MacDonnell, Diana Scott, Andy Damon, Randy Murphy, Jerry Zimmerman, Stu Reeve, Jerry Garretson, John Holcombe, Scott Weber, Sam Crispin, James Jones, Melanie Gavin, Lou Severino, Patty Crow and Dan Huenneke.

The agenda for the Sept. 21 meeting was discussed. It was noted that Patty Crow of the EPA would discuss the energy software item on the agenda. Also, it was noted that Melanie Gavin of XCEL Energy would discuss and provide details of a Demand Side Management Program later in the agenda. A motion was made by Sam Crispin and seconded to approve the agenda, along with these items noted. A vote was taken and the agenda was approved as amended.

The minutes of the May 5, 2005 meeting were discussed and it was moved by Sam Crispin and seconded to approve the minutes. A vote was taken and the minutes were approved.

An updated roster of CASDEM members is being compiled and will be available on the website along with these minutes.

The CASDEM/CSPMA collaboration was discussed as topics of mutual interest to both groups are likely to be part of planning for future meetings. Bill Chambers indicated that since both groups were represented at this meeting, it was a convenient forum to discuss ideas for future joint meetings. He indicated that plant managers, custodial supervisors, and energy managers could have positive benefits through attendance at future meetings.

It was suggested by Pete Hall of CSPMA that the Spring CASBO conference include a joint meeting of the two groups, and that agenda items of mutual interest be scheduled. Stu Reeves of CASDEM mentioned that a presentation by Christopher Edmonds on energy pricing and storage market issues would be a great topic for the joint meeting at the Spring CASBO conference. Sam Crispin is to work with Dan Huenneke and Stu Reeves on planning this agenda, to include a joint A.M. session with breakouts in the P.M.

Patty Crow of EPA next presented the benchmarking software as part of the Energy Star Program that would be available in November 2005, to assist school districts with a bundled package that could provide a solution to energy management monitoring and reporting. Advantages of this software include assignment of a monthly energy rating for each site, that can assist in energy management solutions. The program can be accessed by contacting Patty Crow at (303)312-6464, [crow.patty@epa.gov](mailto:crow.patty@epa.gov) or the website under Partner Resources link at [www.energystar.gov](http://www.energystar.gov). Patty also passed out a list of software vendors that are integrating the Energy Star benchmarking tool in their proprietary software.

Patty Crow of EPA also discussed a new “Healthy School Environments Assessment Tool, known as HealthySEAT software that is available to serve school district needs in the tracking of facility conditions, including safety, security, and occupational health requirements. This software tool can be downloaded at [www.epa.gov/schools](http://www.epa.gov/schools). The software is fully customizable and includes key checklists that can easily be adapted to the district’s policies and priorities.

Melanie Gavin of XCEL Energy discussed a demand side management program that would be available to school districts in January 2006. Districts can apply for funding according to the guidelines prescribed. Applications will not be accepted until January 2006. XCEL Energy is dedicating \$196 million to the program, and questions can be addressed to Melanie Gavin at (303)294-2359 or [melanie.gavin@xcelenergy.com](mailto:melanie.gavin@xcelenergy.com)

The next CASDEM meeting will be hosted by Aurora School District on Thursday, November 3, 2005. Roger Jaeger of Aurora School District will provide directions. An agenda will likely include natural gas conservation efforts/strategies and demand side management and controls.

The meeting was adjourned at 3:30.

Minutes submitted by Dan Huenneke, Vice Chairman for review and approval at next CASDEM Meeting-on Thursday, November 3, 2005