

The following questions are meant to clarify the CREP Advisory Committee’s role going forward by establishing a charter. As a reminder the CREP Advisory committee was established by HB 2021 with the direction to “provide consultation on the implementation of Section 29-32”, i.e., the CREP program.

Below is the proposed Goals and Purposes of the charter:

*The primary goals of the Community Renewable Energy Grant Program are to provide grants to encourage community renewable energy projects that support resilience and environmental justice communities. The input and engagement of this Advisory Committee in developing the draft rules when the program was first created in 2021 has fostered close communication and collaboration with the Department, partners, and communities that will help make the Program goals successful. A broad purpose of this Advisory Committee is to continue to be engaged and informed of the program implementation and operations to support community outreach, reporting, and possible future program rule changes.*

**1. Have we captured the high-level goals and purposes of the program and the committee’s role?**

Below is a proposed list of activities and duties:

- a. Provide recommendations regarding program implementation and operations*
- b. support community outreach,*
- c. Provide contacts of key stakeholders within your communities,*
- d. support possible future program rule changes.*
- e. support program reporting,*

*The Director of the State Department of Energy shall submit a biennial report to the Legislative Assembly in the manner provided by ORS 293.640 regarding the expenditures of moneys deposited in the Community Renewable Investment Fund and status of ongoing projects funded by the moneys, including but not limited indicators of program success.*

- 2. How do you feel about this list?**
- 3. Does it need more definition?**
- 4. Would financial support from ODOE better enable you or your organization to participate in Advisory Committee activities? If yes, how much support is needed?**
- 5. How frequently would the Advisory Committee meet? ODOE proposes 4 times a year. How do you feel about that?**
  - a. Could the meetings be tied to program activities like opportunity announcements or the legislative reports rather than the calendar?**
- 6. Would the Committee like one of its members to Chair the Committee or would it like ODOE staff to perform that function?**

- a. The chair sets agendas, moves the meeting through the agenda, works with the department to share information among members, and would be the first point of contact for ODOE staff.
- 7. Would you like the charter to contain parameters around how the committee will function? For example, can it establish subcommittees? Are decisions taken by a vote of the majority?**
- 8. Do you want to identify certain deliverables for the committee?**
- 9. Do you want a set term for appointment? For example, 4 years which is the life of the program?**
- 10. Would you like to be able to send an alternate from your organization if you are unable to attend?**

ODOE's proposed commitments in the Charter:

- a. ODOE will seek to ensure Advisory Committee members come from a cross-section of Oregonians that reflect a diverse range of experiences.
- b. To orient committee members ODOE will provide information on the Departments program, policies, and budget.
- c. ODOE will provide materials to Advisory Committee members prior to meetings to allow time for review.
- d. ODOE may provide information between meetings to keep members of the committee aware of program developments.
- e. ODOE will continue to hold Advisory meetings remotely or in a hybrid format.
- 11. Do you want a commitment on when you receive information before the meeting?**
- 12. Would you like a deadline for members to request to add items to the agenda?**
- 13. Should the agency consult with members through a "doodle poll" before setting the meeting date and time?**