

Draft  
**Conference Call Minutes**  
**DOE/NASULGC Project #2**  
February 2, 2004

**Note: Action items in bold**

Participants: Jim Fischer, Mike Mills, Charles Newcomb, Tobin Harvey, Dick Wootton, Ron Brown, Jill Long Thompson, Stan Johnson

Introductions by Jim Fischer

Overview from Tobin Harvey

- State Energy offices get block grants each year and can decide how to use funds on energy conservation and renewal, but cannot do basic research.
- States also compete for special projects; RFAs are released nationally (list now available at [eere.energy.gov](http://eere.energy.gov) )
- A key interface with State Energy Offices is through the National Association of State Energy Officials (NASEO)
- **Tobin will seek a subgroup of NASEO to discuss how Extension can collaborate**
- For year one, Extension needs to help DOE do what it is already doing
- Information regarding state activities can be gleaned from [NASEO.org](http://NASEO.org), then select state sites

Overview from Charles Newcomb

- Need education of applicants re renewable energy
- Possibility of working with rural energy coordinators in each state re technical aspects
- Example – wind workshops in CO
- Need to educate and “incent” farmers re wind, biomass and solar
- Feb 23 web cast on Wind Powering America – example of training format that should be appropriate for Extension training

Other

- Project #2
  - **This project was discussed only tangentially; need to set another conference call soon – Dick/Jim**
  - **Revise timeline – Dick will draft (see attached)**
  - **Select pilot efforts (“low-hanging fruit”) – Tobin, with NASEO, identify short list (along with a description of related materials) of potential projects, considering EERE goals, Extension capabilities, regional and institutional diversity, limited time for training, etc.**
  - **Dick will contact CSREES to learn what LGUs may already be involved in good programs**
- **Jill will add Charles and Tobin to contact information list; information will be emailed to Jill**
- **Brown will do minutes**

## Project #2

### Use of Extension and Outreach Systems for the Dissemination and Delivery of DOE/EERE Products and Services

<u>Tasks</u>	<u>Due Date</u>	<u>Lead</u>
1.0 Determine priorities of State Energy Offices for targeted/concentrated education and outreach	2/27/2004	Jim Fischer Tobin Harvey
1.1 Narrow priorities to two or three that have National or broad regional interest	3/19/2004	Jim Fischer Ron Brown Dick Wootton
1.2 Develop specific outcomes for the selected priority products/programs/services	4/2/2004	Jim Fischer Ron Brown Dick Wootton
2.0 Identify potential university partners for the pilot project	4/16/2004	Ron Brown Dick Wootton
2.1 Identify one university per region where there is alignment of interest between the State Energy Office and the university on the priority areas identified in 1.1	4/30/2004	Ron Brown Dick Wootton
3.0 Create a common delivery approach among the partner universities	5/14/2004	Ron Brown Dick Wootton
4.0 Identify training needs to build capacity of Extension faculty to implement the pilot	5/14/2004	Ron Brown Dick Wootton
4.1 Provide training opportunities as needed	5/28/2004	DOE/EERE
5.0 Develop marketing plan	5/28/2004	Extension partners
5.1 Implement pilot project	6/18/2004	State Energy Office/ Extension partner
6.0 Evaluate against outcomes identified in 1.2	11/15/2004	DOE/NASULGC/ State Energy Offices University partners