



THE 2018 NEEP SUMMIT

Summit Co-Chair Meeting Minutes

Wednesday, June 13, 2018 10:00-10:45am

In attendance: Carol Grant, Becca Trietch, Scott Johnstone, Sue Coakley, Lucie Carriou and Jennifer Wassan

Agenda:

1. Event sponsorship updates
2. Discuss keynote and panel speakers
3. Review marketing agenda

Action Steps:

- NEEP will provide Carol with a timeframe and summary of key points and topics that the Senator and Governor could address in a recorded message.
- NEEP will contact Gina McCarthy and Majora Carter to invite them as keynote speakers for the Summit.
- NEEP will provide a more finalized list of recommended keynote speakers and panelists for Co-chair review.
- Jen will reach out to the Summit co-chairs to schedule the August meeting for the week of August 27.

Summary Notes

Event Sponsorship

- Sue reached out to DOE to invite them to sponsor the Summit. Lucie has also been in touch with National Grid regarding Summit sponsorship.

Keynote Speakers

- We want people that are passionate but also good public speakers. Topical areas of interest include Public Policy, Industry, Customers (Residential and Commercial), Advocacy, Government, and Communities. The theme should be how to bring other people with us as leaders in a changing landscape, whether they are customers, policy makers, etc.
- Welcome & Opening Keynote- Tuesday Morning (1 or 2 people)
 - Carol will keep reaching out to the Senator and Governor. We agreed that a recorded option is fine and could serve as a placeholder in case they are able to come in person. NEEP will provide parameters for the recorded message- topics and timing.
 - NEEP will reach out to [Majora Carter](#). She will probably require a speaker fee which we have a small budget for.
- Lunchtime Keynote Speaker- Tuesday Afternoon (1 person)
 - We are considering [Paula Glover](#), President and CEO of American Association of Blacks in Energy (AABE), for the afternoon keynote.
 - We need to have an additional suggestion in case Paula is not available.



Panelists

- Leadership in the Changing Landscape of EE on Tuesday (Moderator/4 person panel discussion)
 - We are considering inviting [Maria Vargas](#) to be the panel moderator
 - We want to capture the perspective from state, community, industry and communications
 - State perspective- perhaps Carol Grant or Alicia Barton- we would welcome a representative from Rhode Island
 - Becca and Carol will provide additional feedback on this
 - Community perspective- perhaps Shubhada Kambli from Hartford, CT
 - Industry perspective- Lucie will look for inspiration amongst the NEEP allies (someone that has been providing innovative solutions)
 - Communication (reaching the hearts and minds of people)- [Suzanne Shelton](#) or a representative from Frameworks
 - One additional idea that had been offered was [Whitney Tome](#) who could provide a perspective on workforce development
- NEEP Power Talks - Strategic Electrification (moderator and 3 panelists)
 - NEEP is inviting Gina McCarthy to start Wednesday morning as the keynote speaker and then switch to the role of moderator of this first panel of the morning.
 - Dave Lis will be providing recommendations for the panelists.

Additional Speaker Suggestions

- [Naomi Oreskes](#)
- [Cass Sunstein](#)
- [Nat Kendall Taylor](#)
- [Bob Inglis](#) – Potentially too political for this non-partisan Summit
- [Gene Rodrigues](#) – Has been a keynote for us before so we should look to someone new
- [Bill Leblanc](#) – He hosts a film festival at BECC every year and that is the week after the summit so he is probably not available

Summit Portal

- One of the action items from our May meeting was to create an online portal to save all key Summit materials. While we did not mention it during our meeting, that portal has been created.
 - Portal Address: <http://www.neep.org/summit-portal>
 - The portal can also be accessed directly from the NEEP website. There is a link at the top right of the page: Private Portal
 - Carol and Becca's log-in information
 - Username: Firstname Lastname (ex. Carol Grant)
 - Password: NEEPTest2017! (Please change upon login)
 - Scott's board log-in information will provide him access to this portal as well
- While the portal is active, we will begin uploading information next week.



Marketing Schedule

- Carol and Scott both offered to follow the guidance of the marketing team in regards to what they can do to help promote the Summit

	June	July		August		September			October
	25-Jun	9-Jul	23-Jul	6-Aug	20-Aug	3-Sep	10-Sep	24-Sep	8-Oct
Topic/ Highlight	Agenda highlight: speaker or description of sessions	highlight on 1 session of the agenda	Speaker or Session highlight	Early bird closing	Highlight of a speaker	Book your room!		Registrations close (9/26)	Thank you, slides available
Format	e-blast and social media	e-blast and social media	e-blast and social media	e-blast and social media	e-blast and social media	e-blast and social media		e-blast and social media	e-blast and social media
Logistics info					Early closes (8/20)		Special room rate closes		links to website