

**MINUTES**  
**MASSACHUSETTS CLEAN ENERGY TECHNOLOGY CENTER**  
**BOARD MEETING**

**December 20, 2023**

**Attendees:**

**Directors:**

Secretary Rebecca Tepper (EEA), Chair  
Secretary Yvonne Hao (HED)  
Commissioner Elizabeth Mahony (DOER) (Remote)  
Katelyn Kelly (Designee of Secretary Lauren Jones, LWD) (Remote)  
Assistant Secretary Kaitlyn Connors (Designee of Secretary Matthew Gorzkowicz, ANF)  
Dr. Ramprasad Balasubramanian (Designee of President of the University of Massachusetts Martin Meehan) (Remote)  
Terry Moran (Executive Director, Massachusetts Workforce Alliance)  
Commissioner Elizabeth Mahony (DOER)  
Dr. John Cook (President, Springfield Technical Community College)  
Dr. Aisha Francis (President, Benjamin Franklin Cummings Institute of Technology) (Remote)  
Lisa Theriault (Manager of Business Development, IBEW Local/National Electrical Contractors Association) (Remote)  
Rear Admiral Francis McDonald (President, Massachusetts Maritime Academy) (Remote)  
Bob Haber (Principal, Proficio Capital Partners) (Remote)  
Tom Galvin (Director, RESHydro)

**Staff:**

Dr. Emily Reichert (CEO)  
Jaclyn Leslie (CFO and Treasurer)  
John Hitt, Esq. (General Counsel and Secretary)  
Connor Crowley, Esq. (Assistant Secretary)  
Alexandra Zaltman  
Galen Nelson  
Bruce Carlisle  
Hilary Flynn  
Jennifer Applebaum  
Lena DeLuca, Esq.  
Michelle Beadle  
Daniel Gates  
Erica Hines  
Milia Chamas

Cat Foley  
Janel Granum  
George Blagdon  
Diego Huezo  
Irene Posada  
Meryle Leonard  
Jeremy Belknap  
Orly Strobel  
Amy Barad  
Sarah Cullinan  
Jennifer Robinson  
Jess Hiltz  
Eric Sargent  
Carmiya Grace  
Meg Howard  
Elizabeth Youngblood  
Emily Pittsley  
Raija Vaisanen  
Abigail Malmud  
Cassia Shuler  
Julia Sucov  
Anitra Ford  
Camilla Bacolod  
Stephanie Simmons  
Tamara Kamis  
Susan Mlodozeniec  
Tim Griffin  
Danya Vera-Cruz  
Marina Goldman  
Jordan Meier  
Elijah Sinclair  
Trisha Hua  
Rachel Perez  
Ethan Handel  
Lisa Dobbs  
Benjamin Christensen  
Alison Magoon  
Nahlia Yefet  
Kelsey Butler  
Madison Zelif  
Erika McCarthy  
Edward Hsieh  
Peter McPhee  
Nils Bolgen  
Soumya Atnoor  
Chris Cota

Leslie Nash  
Justin Packs  
Elizabeth Kennedy

**Others:** Michael Judge, Undersecretary of Energy (EEA)  
Ashley Stolba, Undersecretary of Economic Foundations (HED)  
Matt Hunt, Clifton Larson Allen (Remote)

The one hundred-sixteenth (116<sup>th</sup>) meeting of the Massachusetts Clean Energy Technology Center (“MassCEC”) Board of Directors (the “Board”) was held on December 20, 2023 jointly at MassCEC’s office at 294 Washington Street, Boston, MA 02108 and via remote video conference. All participants could hear and be heard by each other throughout the meeting.

Seeing a quorum, Secretary Tepper called the meeting to order at 10:04 am.

**I. Adoption of the Meeting Minutes from the November 16, 2023 Meeting of the Massachusetts Clean Energy Center Board of Directors**

As the first order of business, the Board reviewed the draft minutes. Upon a motion made by Mr. Galvin and seconded by Secretary Hao, the following roll call vote was taken at 10:04 am:

Secretary Tepper: Yea  
Commissioner Mahony: Yea  
Mr. Galvin: Yea  
Dr. Cook: Yea  
Mr. Moran: Yea  
Rear Admiral McDonald: Yea  
Dr. Balasubramanian: Abstain  
Ms. Theriault: Yea  
Ms. Kelly: Yea  
Mr. Haber: Yea  
Assistant Secretary Connors: Yea

With 9 yeas, 0 nays, and 1 abstention it was VOTED, without discussion at 10:05 am:

**To adopt the Meeting Minutes from the November 16, 2023 Meeting of the MassCEC Board of Directors.**

**II. Update from Chair Secretary Rebecca Tepper and CEO Emily Reichert**

Secretary Tepper opened the meeting by thanking Secretary Hao for her work on the economic development plan. Secretary Tepper noted that the climate report of the economic development plan is significant to MassCEC and demonstrates commitment to the climatetech

industry. Secretary Tepper explained that economic development and climatetech can and should be done together and be an engine for overall development in the state.

Dr. Reichert thanked Secretary Hao and Undersecretary Stolba for collaborating on this component of the economic development plan, MassCEC staff for their efforts, and the leadership team for their support in her transition as CEO. Dr. Reichert indicated that she will continue to meet individually with Board members and will be carrying out a strategic planning exercise to evaluate organizational strengths and MassCEC's role in the Commonwealth's climate and economic development plans. Dr. Reichert also said that she will be conducting a regional listening tour.

Dr. Reichert then previewed the meeting agenda.

### **III. Approval of Audited Financial Statements FY23**

Secretary Tepper invited Jaclyn Leslie, MassCEC's Chief Financial Officer, to discuss the results of the audit from fiscal year 2023. Ms. Leslie noted the audit took somewhat longer than usual in part due to a change in auditors, as well as staff turnover on the Finance team. Ms. Leslie indicated that MassCEC received a clean opinion with no reportable findings.

Assistant Secretary Kaitlyn Connors, chair of the Audit Committee, thanked Ms. Leslie and the Finance team for close collaboration. Assistant Secretary Connors noted that the Audit Committee met with the auditors on December 6, 2023, and walked through the findings, which were all positive, explaining further that for FY23, the auditors would be issuing a clean opinion with some changes from past statements regarding timing of funds. Assistant Secretary Connors also explained the auditors would be issuing an unmodified opinion on the single audit relative to federal funding. In addition, Assistant Secretary Connors noted the auditors would be issuing a clean GAO report and including a management letter that contains two (2) topics they recommend MassCEC explore as potential improvements: (i) improving the efficiency of MassCEC's chart of accounts; and (ii) implementing certain IT improvements to meet best practice standards.

Upon a motion made by Dr. Cook and seconded by Secretary Hao, the following roll call vote was taken at 10:17 am:

Secretary Tepper: Yea  
Commissioner Mahony: Yea  
Mr. Galvin: Yea  
Mr. Haber: Yea  
Dr. Cook: Yea  
Mr. Moran: Yea  
Assistant Secretary Connors: Yea  
Rear Admiral McDonald: Yea  
Dr. Francis: Yea  
Dr. Balasubramanian: Yea  
Ms. Theriault: Yea  
Secretary Hao: Yea  
Ms. Kelly: Yea

With 13 yeas and 0 nays, it was unanimously VOTED, without further discussion or abstention, at 10:17 am:

**To approve the Massachusetts Clean Energy Center's Financial Statements for the fiscal year ended June 30, 2023.**

**IV. Executive Session**

Secretary Tepper indicated that the Board would then go into Executive Session for purpose 6 of Chapter 30A, Section 21 of the Massachusetts General Laws in order to consider matters relating to the potential purchase, exchange, lease, or value of real property. Secretary Tepper noted that the Board would reconvene in Open Session upon conclusion of the Executive Session.

Upon a motion made by Ms. Kelly and seconded by Mr. Moran, the following roll call vote was taken at 10:17 am:

Secretary Tepper: Yea  
Commissioner Mahony: Yea  
Mr. Galvin: Yea  
Mr. Haber: Yea  
Dr. Cook: Yea  
Mr. Moran: Yea  
Assistant Secretary Connors: Yea  
Rear Admiral McDonald: Yea  
Dr. Francis: Yea  
Dr. Balasubramanian: Yea  
Ms. Theriault: Yea  
Secretary Hao: Yea  
Ms. Kelly: Yea

With 13 yeas and 0 nays, it was unanimously VOTED, without further discussion or abstention, at 10:17 am:

**To move into Executive Session for purpose 6 of Chapter 30A, Section 21 of the Massachusetts General Laws in order to consider matters relating to the potential purchase, exchange, lease, or value of real property.**

Executive Session concluded at 11:12 am – the Board reconvened in Open Session at 11:14 am.

**V. Offshore Energy: Update on ORE Innovation Center**

Bruce Carlisle, MassCEC's Managing Director of Offshore Wind, provided an update regarding the Ocean Renewable Energy (ORE) Innovation Center. Mr. Carlisle reminded the Board of the May meeting where the Board authorized the portfolio of \$50 million for ARPA projects, including \$10 million towards the development of the ORE Innovation Center to connect, support, and grow marine energy research and innovation in Massachusetts and the region.

Mr. Carlisle indicated that, with the envisioned scale of offshore wind development, the need for new technologies, solutions, and approaches will increase, especially in Massachusetts, as a national leader in innovation in climate and clean energy. The ORE Innovation Center will build on the state's natural strengths in innovation and existing offshore wind leadership while helping the Commonwealth achieve its 2030 climate goals. Mr. Carlisle explained the ORE Innovation Center's objectives are to support entrepreneurs and early-stage companies in technology/IP development and commercialization and forge closer ties between developers, suppliers, and universities to address key technical and organizational challenges to rapid deployment of ORE technologies.

Mr. Carlisle noted that to inform approaches and potential investments MassCEC selected DNV Energy Insights (DNV) to conduct a feasibility/business case study, which found the essential elements of a highly functioning ORE innovation ecosystem already in place in Massachusetts. Mr. Carlisle explained the study identified four (4) primary program areas for supporting ORE technology innovation and deployment: (i) entrepreneur and innovator support; (ii) supply chain development and networking; (iii) joint R&D programs; and, (iv) technology validation and testing.

Mr. Carlisle provided details regarding the projected start-up and operating budget of the ORE Innovation Center.

Mr. Carlisle noted MassCEC's proposed role and responsibility for the ORE Innovation Center is largely responsible for operations during start-up and launch, but not intended to be intensely involved in a day-to-day capacity during the end of the start-up period and during the operating period. Mr. Carlisle indicated that MassCEC determined the timeline and cost for a property ownership model that made the option to lease space more attractive, and that MassCEC has done the initial work to identify a specific location given space, configuration, and overall facility and features needed.

In addition, Mr. Carlisle informed the Board that MassCEC has secured a dedicated full-time employee, a Senior Program Manager, who will be full-time working on the ORE Innovation Center. MassCEC has also retained Colliers as a commercial real estate broker to assist MassCEC with planning and site location/acquisition efforts and that MassCEC was exploring options to convene a stakeholder working group to help inform efforts around the ORE Innovation Center.

[Dr. Balasubramanian departed the meeting at 11:31 am; Rear Admiral Francis departed the meeting at 11:40 am.]

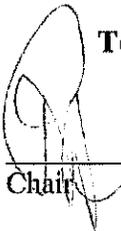
## **VI. Adjourn**

There being no further business to discuss at the meeting, upon a motion made by Dr. Cook and seconded by Mr. Galvin, the following roll call vote was taken at 11:44 am:

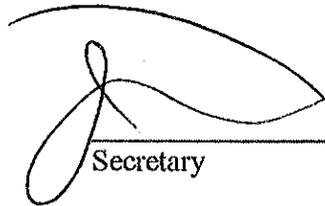
Secretary Tepper: Yea

Secretary Hao: Yea  
Mr. Galvin: Yea  
Dr. Cook: Yea  
Mr. Moran: Yea  
Ms. Kelly: Yea  
Mr. Haber: Yea  
Commissioner Mahony: Yea  
Ms. Theriault: Yea

With 9 yeas and 0 nays it was unanimously VOTED, without further discussion or abstention, at 11:44 am:

  
Chair

To adjourn.

  
Secretary

**Public Meeting Documents and Exhibits:**

Meeting Agenda

PowerPoint Presentation on Update from Chair Secretary Rebecca Tepper and CEO Emily Reichert

PowerPoint Presentation on Approval of Audited Financial Statements FY23

PowerPoint Presentation on MassCEC's Ocean Renewable Energy Innovation Center

