

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

**December 17, 2024**

**Directors:** Secretary Rebecca Tepper, EEA, Chair (Remote)  
Secretary Yvonne Hao, EOED (Remote)  
Secretary Lauren Jones, LWD (Remote)  
Assistant Secretary Kaitlyn Connors, Designee of Secretary Matthew Gorzkowicz, ANF (Remote)  
Dr. Ramprasad Balasubramanian, Designee of President of the University of Massachusetts Martin Meehan (Remote)  
Terry Moran, Executive Director, Massachusetts Workforce Alliance (Remote)  
Commissioner Elizabeth Mahony, DOER (Remote)  
Bob Haber, Principal, Proficio Capital Partners (Remote)  
Dr. Aisha Francis, President, Franklin Cummings Tech (Remote)  
Tom Galvin, Director, RESHydro (Remote)

**Staff:** Dr. Emily Reichert, CEO  
John Hitt, General Counsel and Secretary  
Alexandra Zaltman, Chief of Staff  
Brooke Barton, COO  
Summer Zeh, Esq., Deputy General Counsel and Assistant Secretary  
Jaclyn Leslie, CFO and Treasurer  
Jennifer Applebaum  
Taline Badrikian  
Lena DeLuca, Esq.  
Alex Fung, Esq.  
Michelle Beadle  
Daniel Gates

**Other Attendees:** Michael Judge, Undersecretary of Energy, EEA  
Robert Cohen, Policy Director, LWD

A meeting of the Massachusetts Clean Energy Technology Center ("MassCEC") Board of Directors (the "Board") was held on December 17, 2024, via remote video conference. All participants could hear and be heard by each other throughout the meeting.

Seeing a quorum, Secretary Rebecca Tepper, Board Chair, called the meeting to order at 3:01pm.

**I. Approval of Meeting Minutes of the November 14, 2024 Board Meeting**

Alexandra Zaltman, Chief of Staff, explained that MassCEC received feedback on the minutes of the November 14, 2024 Board Meeting from Board members after they were distributed. Therefore, those minutes will be revised and brought before the Board for approval in January.

## **II. Update from Chair**

Secretary Tepper thanked the Board for its work to support MassCEC in 2024, acknowledging the critical role the Board plays in the work of MassCEC.

Secretary Tepper briefly described the Heat Pump & HVAC Technician Training Network Program coming before the Board as one of a suite of workforce development programs offered by MassCEC. Not every program will benefit every type of entity, but holistically, the program suite is designed to include all sectors in the workforce training ecosystem.

Next, the Board took roll call to confirm attendance and that each Board member could hear and be heard. The following roll call was taken at 3:11pm:

Secretary Tepper: Yea  
Secretary Hao: Yea  
Secretary Jones: Yea  
Assistant Secretary Connors: Yea  
Dr. Balasubramanian: Yea  
Mr. Moran: Yea  
Commissioner Mahony: Yea  
Mr. Haber: Yea  
Dr. Francis: Yea  
Mr. Galvin: Yea

## **III. Board Process Overview**

Alexandra Zaltman, Chief of Staff, discussed how MassCEC's funding sources have changed over time. Historically, the agency was funded primarily by the system benefit charge. Ms. Zaltman explained that, with the current Administration's emphasis on clean energy and climate technology, a greater percentage of funding is being directed towards MassCEC from external sources. Ms. Zaltman also reminded the Board that external funding typically comes with some directive about how the funds are to be used. Ms. Zaltman then described the Board's important role in approving all major programmatic expenditures, including those funded by external sources.

Next, Ms. Zaltman reviewed the dates for 2025 Board meetings.

Finally, John Hitt, General Counsel and Board Secretary, provided the Board with a refresher on the process for recusal and abstention, and the impact abstentions have on a Board vote.

#### **IV. Authorization of Heat Pump & HVAC Technician Training Network Program**

Jennifer Applebaum, MassCEC's Managing Director of Workforce Development, presented the next agenda item. She provided background information on the heat pump & HVAC technician training network program. Ms. Applebaum emphasized that Massachusetts has an aggressive goal for heat pump installations through 2030, and described where this program falls within the Administration's strategic approach to HVAC/R training sector development. Finally, Ms. Applebaum provided a recap of the program features.

Upon a motion made by Mr. Moran and seconded by Dr. Balasubramanian, the following roll call vote was taken at 3:23 pm:

Secretary Tepper: Yea  
Secretary Hao: Yea  
Dr. Balasubramanian: Yea  
Mr. Moran: Yea  
Assistant Secretary Connors: Yea  
Secretary Jones: Yea  
Mr. Galvin: Yea  
Mr. Haber: Yea  
Dr. Francis: Yea  
Commissioner Mahony: Yea

With 10 yeas and 0 nays, it was unanimously VOTED, without further discussion or abstention, at 3:24 pm:

**To authorize the expenditure of up to \$15,000,000 for the Heat Pump & HVAC Technician Training Network program, and further to authorize MassCEC's Chief Executive Officer (i) to enter into contracts and issue individual awards under the program in a manner consistent with the staff memorandum and (ii) to make program modifications, including modifications to award levels, provided that such modifications are consistent with the program goals set forth in the staff memorandum.**

#### **V. Adjourn**

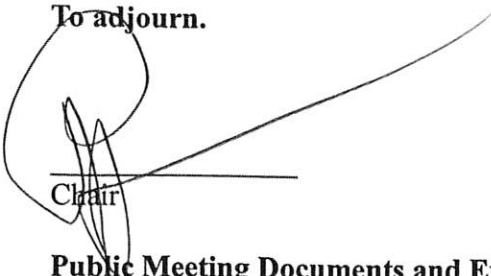
Upon a motion made by Commissioner Mahony and seconded by Dr. Balasubramanian, the following roll call vote was taken at 3:25 pm:

Secretary Tepper: Yea  
Secretary Hao: Yea  
Dr. Balasubramanian: Yea  
Mr. Moran: Yea  
Assistant Secretary Connors: Yea  
Secretary Jones: Yea  
Mr. Galvin: Yea  
Mr. Haber: Yea

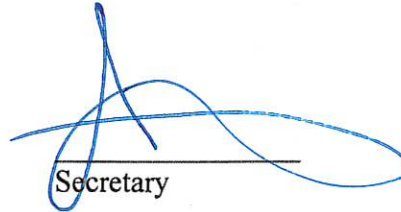
Dr. Francis: Yea  
Commissioner Mahony: Yea

With 10 yeas and 0 nays, it was unanimously VOTED, without further discussion or abstention,  
at 3:26 pm:

**To adjourn.**



Chair



Secretary

**Public Meeting Documents and Exhibits:**

Meeting Agenda

PowerPoint Presentation on Board Review Process

PowerPoint Presentation on Workforce Development Program Authorization

PowerPoint Presentation on 2025 Board Dates