

Board Decision

Adoption of 2004-2005 Action Plan

December 17, 2003

Purpose

To adopt the Energy Trust two-year Action Plan for 2004-2005.

Background

The Energy Trust grant agreement with the Oregon Public Utility Commission requires the Energy Trust to annually update its two-year Action Plan and describe the activities the organization will undertake to accomplish its five-year Strategic Plan. This updating occurs each year in correlation with the preparation of a draft and final calendar year budget. The board approved the 2003-2004 Action Plan, along with a five-year Strategic Plan for 2002-2007, on September 27, 2002. Since then, the Energy Trust fiscal year subsequently was changed to correspond to the calendar year.

The Action Plan for 2004-2005 includes a revised strategic plan goal I, incorporating natural gas. The two-year 2004-2005 Action Plan is now being presented for board action, along and 2004 budget.

Relation to Strategic Plan/Action Plan/Budget

The 2004 Action Plan outlines activities the Energy Trust will undertake in 2004 in support of its strategic plan. The focus is on 2004, since this is the period addressed by the budget. The document includes a preview of activities expected to occur in 2005. The ability of the organization to project 2005

Committee/Public Review

A draft 2004 Action Plan dated November 20, 2003, was discussed by the board at their meeting on that date. It was posted on the Energy Trust website and notice sent to Energy Trust distribution lists about its availability for comment. Its contents were discussed at November meetings of the Conservation and Renewable Energy advisory councils, and the board Finance and Policy committees. The November 20 draft was discussed at December meetings of the Conservation Advisory Council, Finance and Policy committees. A public comment session was held December 8, and notice provided in Oregonian display ads statewide.

Comments received during meetings and telephone conversations with key stakeholders, along with written comments, are documented in summary of public comments received on the draft action plan and budget. Special attention was given to discussing the documents and answering questions about them posed by the Oregon Public Utility Commission and Oregon Department of Energy and a written response to questions was produced.

Recommendation

Staff recommends adoption of the Energy Trust Action Plan for 2004-2005.

Resolution

BE IT RESOLVED: That Energy Trust of Oregon, Inc., Board of Directors approves the proposed two-year 2004-2005 Action Plan as presented in the board packet.

Moved by: _____ Seconded by: _____

Vote: _____ in favor _____ opposed _____ abstained

Adopted on (date) _____ by Energy Trust of Oregon, Inc.,
Board of Directors.