

## Final

Regional Greenhouse Gas Initiative, Inc (RGGI, Inc)  
Executive Committee Meeting by Telephone  
March 24, 2008 5:00 – 6:00 PM

### Final -- Minutes

The RGGI, Inc. Executive Committee meeting convened at 5:08 P.M. by conference call on Monday, March 24, 2008. Participants in the call included: Susanne Brogan, Phil Giudice, Pete Grannis, David Littell, and Program Committee staff.

The minutes of the March 10, 2008 Executive Committee meeting were approved.

The contract with BTQ Financial was approved and will be signed by RGGI, Inc. Chair, Pete Grannis.

The Audit Committee asked staff to report to the Executive Committee that only one proposal was received in response to the RFS for Audit Services. The Audit Committee plans to reissue the RFS and will mail it directly to potentially interested companies.

The Executive Committee noted that a RGGI, Inc. press release was issued March 17, 2008, announcing the dates of the first two auctions (September 10, 2008 and December 17, 2008) and the RGGI States' agreement on auction design elements. The release also announced the companies selected to provide critical services needed for program implementation for auctions, allowance tracking and offsets.

Staff reported that the D & O application and payment were submitted to Zurich insurance company and that the policy was bound and effective as of March 19, 2008.

Staff is conducting reference checks on the two Executive Director candidates and will report to the Executive Committee at its next meeting. Staff will also start work on a personnel agreement and benefits package.

The Executive Committee reviewed the revised schedule for issuing the Market Monitoring RFP and approved its release. The RFP will be posted on the NESCAUM web site on Wednesday, March 26<sup>th</sup>. Proposals are due April 30<sup>th</sup>. Notification of award is expected by May 21<sup>st</sup> and the contract should be executed by June 11<sup>th</sup>.

Staff reported that the Final Leakage Report was not completed by the March 21<sup>st</sup> deadline, but staff continues to work towards finalizing the report by the end of the month.

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Staff is on schedule to meet the deadlines established by the Board for developing agreements/contracts between each State and RGGI, Inc. as well as preparing the contracts and scopes of services with World Energy and PQA.

Staff presented the RGGI, Inc. Tag List:

- Complete contracts and agreements above
- Secure General Liability Insurance
- Secure Workers Compensation Insurance
- Execute sublease for RGGI, Inc. Offices
- Develop Personnel Agreements and Policies
- Establish Office Space (IT, Equipment)
- Hire Staff

Staff will prepare an updated Gantt chart for the Executive Committee to review progress on all key program elements.

The Executive Committee will meet Monday, March 31, 2008 in addition to the regularly scheduled meeting on Monday, April 7, 2008.

The meeting adjourned at 5:58 PM.

Respectfully submitted,

***s/ Pete Grannis***

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Pete Grannis, President  
Acting in the absence of the Secretary