

Cathy Polasky

City of Minneapolis, 105 Fifth Ave. S. Suite 200, Minneapolis, MN 55401
612-673-5159 Cathy.Polasky@ci.minneapolis.mn.us

Education

- JD, cum laude, University of Minnesota, 1980
- Master of Regional Planning, UNC, Chapel Hill, 1978, emphasis in housing finance
- BA, summa cum laude, Macalester College, 1975, urban studies and geography majors

Experience

- Director of Economic Policy and Development, City of Minneapolis**, January 2008-present. Responsible for the City's Business Finance, Business Development, and youth and adult Employment and Training Divisions and Workforce Council. Created a marketing program for the City; developed new finance and business attraction tools; member of Mayor's ARRA steering committee; co-chaired EECBG-Formula team; convener of Twin Cities delegation to the Living Cities Green Boot Camp, May 2009; Mayor's representative on various regional economic and jobs councils.
- Nonprofit Advisor and Community Volunteer**, post-"retirement", 2001-07. Served with and lead numerous civic organizations; volunteered in the public schools and with homeless services.
- Senior Vice President, Bank of America**, 1994-2001. Responsibilities included starting up and managing the bank's 50-state residential mortgage business (from previous 12 state presence), which grew to 1,000+ employees in 3 national operations centers, developing and managing all non-traditional residential mortgage programs, including special FNMA and FHLMC low income programs, internet lending, loan-by-phone, private bank and relocation programs. Responsible for sales and operations. Member of cross-functional team that launched Bank's internet banking.
- Senior Vice President and General Counsel, The Prudential Home Mortgage Company**, 1985-1994. General Counsel from 1985-1990. Senior Vice President in charge of new business, 1990-92. Responsible for designing and launching new business ventures for the Company, ranging from a title agency, to home equity loan products, to new mortgage products and programs. Executive Vice President of the Corporate business, 1992-94.
- Vice President and Associate Counsel, Norwest Mortgage**, 1983-85. Counsel to Residential Funding Corporation from its inception (a private, secondary market housing conduit) and to the Relocation group.
- Attorney, Popham Haik Schnobrich Kaufman and Doty**, 1980-83. Areas of practice included administrative, municipal, land use, and real estate law.
- Legal Intern, Metropolitan Council**, 1977-79.
- Researcher, Minnesota Land Management Information System (MLMIS) and Center for Urban and Regional Affairs (CURA)**, University of Minnesota, 1974-76.

Related Community Work

- Board member, Center for Energy and the Environment, 2002-09.
- Board member (current Chair), Family and Children's Services, 2004-present.
- Engagement with numerous community groups that helped me better understand the housing, education, and employment needs of the low income and homeless members of the community.

City of Minneapolis
Community Planning & Economic Development
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Robert E. Lind

CURRENT POSITION **Manager, Business Finance**
City of Minneapolis
Department of Community Planning & Economic Development (CPED)

EXPERIENCE

City of Minneapolis 2004-Present
Manager, Business Finance, CPED

City of Minneapolis 1992-2004
Manager, Business Finance
Minneapolis Community Development Agency

City of Minneapolis 1982-1992
Finance Project Specialist II
Minneapolis Community Development Agency

City of Minneapolis 1979-1982
Economic Development Specialist
Minneapolis Industrial Development Commission

University of New Mexico, Albuquerque 1977-1979
Teaching Assistant
Department of Economics

EDUCATION

- B.S. Economics and Political Science, University of Wisconsin, Eau Claire, WI
- Masters in Environmental Economics, University of New Mexico, Albuquerque
- Continuing education: Economic Development Finance Professional, 1984

PROFESSIONAL ORGANIZATIONS

Council of Development Finance Agencies (CDFA): Past President, current Board Member and Chair of Federal Legislative Committee, Washington, D.C.

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ANNE HUNT

PROFESSIONAL EXPERIENCE

Office of Mayor Christopher B. Coleman, Saint Paul, MN

Environmental Policy Director

January 2006 – present

- Develop and implement Mayor Coleman's sustainable policy initiatives in partnership with Saint Paul City Council and City staff, environmental organizations, businesses, labor unions, community-based organizations, utilities, and other key stakeholders to protect the City's air, water and urban landscape by focusing on energy-efficiency and conservation, clean energy supply, alternative fuels and vehicles, transportation options, recycling and waste reduction, reforestation and green spaces and water quality.
- Work with variety of community partners to make Saint Paul a leader in sustainable urban living by "acting locally" to help reverse the negative effects of global warming.
- Develop and manage numerous grant funded projects including developing new green building guidelines funded by the MN Pollution Control Agency; U.S. Department of Energy's Solar America Cities and Energy Efficiency and Conservation Block Grant programs.

Minnesota Environmental Partnership (MEP), Saint Paul, MN

Environmental Program Coordinator & Contractor

January 2003 – December 2005

- Coordinated with MEP and its member organizations the development and implementation of the collaborative "Protect Our Water" legislative policy and campaign efforts to protect and restore Minnesota's natural resources.
- Coordinated and organized various events (e.g. Citizens' Day, Legislative Forum, legislative district meetings, etc.) for MEP and the member organizations.
- Assisted the executive director with annual budget, grant applications and reports, and other fund raising activities.
- Devised and implemented a media strategy for various campaigns with communications staff, executive director and member organizations. Responded to calls from media and direct news people to the appropriate spokesperson.
- Supervised the communications assistant and the work products of the contract lobbyist and the communications director. Oversee contracts with various MEP member organizations.
- Facilitated a collaborative process with several members of MEP to develop a strategy to analyze the environmental and conservation community's capacity to build political power and to develop an interactive website with environmental, demographic and electoral information.

Minnesota Department of Natural Resources (DNR), Saint Paul, MN

Smart Growth Coordinator

December 2002 – December 2003

- Facilitated a collaborative process with 13 state agencies and with 60 individuals to develop a "smart growth" executive order for Governor Ventura.
- Coordinated the DNR Commissioner's "Smart Growth" policies pertaining to MN Department of Transportation's five-year transportation plan and the Metropolitan Council's *Blueprint 2020*.

Mississippi River Relief – Big River Cleanup, Saint Paul, MN

River Cleanup Coordinator

February 2002 – September 2003

- Coordinated a ten-day Mississippi River cleanup in the Twin Cities area with over 1,200 volunteers and 50 businesses, non-profit organizations and governmental agencies collecting nearly 100 tons of garbage during the summer of 2002.
- Expanded the river cleanup during the summer of 2003 to cover 400 miles of the Mississippi River from the Twin Cities to the Quad Cities with additional volunteers and sponsors.
- Managed all aspects of fundraising, budget management, volunteer recruitment and event logistics.
- Coordinated promotional activities and media relations with communications team from several sponsors and generated over 50 media mentions each year.

Saint Paul Neighborhood Energy Consortium, Saint Paul, MN

Executive Director

December 1988 – June 2001

- Managed \$3.5 million annual budget and increased the organization's financial resources and security by establishing an operating reserve and investment planning, increasing the annual budget and program revenues by over 300% and stabilizing relations with funders.
- Recruited, trained and supervised 20 to 30 staff annually and numerous additional interns, consultants and contractors. Worked with and implemented policies developed by the Consortium's 20-member board of directors.
- Worked collaboratively to design, implement and manage new programs for water quality and conservation, natural resources and alternative transportation. Initiated and supervised the expansion of the existing recycling and waste reduction and energy conservation programs by broadening service, educational outreach and environmental impact.
- Managed the transition of an emerging nonprofit organization into an established and nationally recognized organization through board and leadership development; coordinated and implemented long-range strategic plans; initiated new personnel, financial, investment and affirmative action policies; created competitive employee salary and benefit packages; and created and implemented organizational development plans.
- Coordinated and implemented a marketing strategy for the organization including the development of annual reports, newsletters, informational brochures, press releases and advertisements.
- Developed and strengthened the organization's capacity to participate in local, state and national public policy debates on solid waste, energy and natural resource issues with other mission-driven organizations.
- Managed development of premier "green" building with the Mississippi Market Co-op with environmentally-friendly features such as energy-efficient heating and air conditioning, water heaters and lighting systems; increased day lighting with light shelves and sky lights; reduced impervious surface by 14%; treated storm water runoff on site and increased space for bike racks and gardens; and conserved additional natural resources by using non-toxic, salvaged, recycled or recyclable materials.

EDUCATION

Bachelor of Arts in English, University of Minnesota, Minneapolis, MN

James A. Giebel
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EMPLOYMENT HISTORY

City of Saint Paul St.Paul, MN **3/08-current**
Energy Coordinator

Direct the City's efforts to reduce its overall energy consumption and the related environmental impact of energy use. Identify energy saving strategies for building operations including HVAC and lighting. Evaluate possible renewable energy installations and opportunities, as well as procurement of alternative fuels for city vehicles.

St. Paul Public School District St. Paul, MN **6/04-2/08**
Director of Energy Conservation

Responsible for implementing district wide behavioral and equipment policy changes to save the district 10% (\$800,000) of their energy budget. Conduct informational meetings with staff and students to reduce the amount of wasteful energy usage. Work directly with custodial staff to program energy management systems for optimum performance and savings. Originating and investigating ideas for alternative energy installations including solar and wind generation.

BORGERT PRODUCTS St. Joseph, MN **1/04-5/04**
Director of Marketing

Recruited to fulfill newly created position to upgrade sales force and to develop a distribution and pricing strategy. Responsible for the sales and marketing efforts in a five state area with four sales representatives selling to retail garden centers, landscape supply outlets, and wholesale concrete suppliers.

CONKLIN COMPANY, INC. Shakopee, MN **9/94-12/03**
Product Marketing Manager, Building Products Division

- Consistently increased average sales dollar volume by 5 to 10% annually.
- Generated \$1.8 million in sales with one product addition by bringing value to customers with service and training.
- Developed division pricing strategy and volume discount program, resulting in an 11% margin increase
- Initiated 13 new products from conceptual stage through product life cycle.
- Liaison to purchasing department for developing strategic vendor alliances with raw material suppliers and manufacturers resulting in price reductions, promotional dollar contributions, increased market share, and private label product introductions.
- Constantly analyzed competitors bidding strategies to maintain profit margins and researched their products.
- Managed and motivated a staff of 7 in marketing, market research, technical sales, warranty inspections, and customer service.
- Facilitated and presented product information seminars and sales training for architects, specifiers, and contractors, internal customers, technical support services and customer service departments to increase communication channels.
- Directed a core group of 50 independent sales representatives / contractors conducting the majority of business.
- Privileged to have been requested to participate on company strategic planning, transportation, packaging and 401K committees.

CHEMREX INC. (Degussa) Minneapolis, MN.
Coatings Product Manager, Sonneborn Building Products

8/92-8/94

- Conducted competitive market analysis for new products and potential new markets, resulting in the successful introduction of seven new value added products.
- Established and maintained national account product usage with Walmart, Circuit City, Public Storage and Autozone for increased company exposure and sales.
- Grew product line sales from \$6M to \$8M during tenure.

CONKLIN COMPANY, INC. Shakopee, MN
Product Manager and Marketing Specialist Building Products Division

7/83-7/92

- Led product line planning team in new product development working in conjunction with departments such as research and development, finance, manufacturing and risk management to ensure timely and profitable product introductions.
- Implemented a yearly training tour to 16 cities to introduce new products/programs, sales trends and technical instructions to distributors, contractors, developers, and architects for timely communication of product line.
- Directed national promotional programs for all print media. Introduced a contractor co-op advertising program with 75% participation in the first year.
- Targeted specific trade shows and conventions for corporate and field personnel to display and promote products to potential buyers to maintain and increase brand identity.
- Wrote sales support literature, brochures, training manuals and technical specifications used in the promotion of 22 new products working in conjunction with in house communication department.
- Extensive interaction with design professionals, national building organizations (ICBO, BOCA) and regulatory agencies (UL, FM) to obtain and maintain product registrations and approvals.
- Scheduled and organized field tests, test sells, and conducted follow-up data collection to analyze information prior to product introductions.

GIEBEL & ASSOCIATES Burnsville, MN
Residential/Commercial Energy Auditor

1/81-6/83

Owned energy consulting company specializing in conducting energy audits for residential and commercial customers. Recommended energy saving techniques, programs and equipment dependent on their return on investment potential.

EDUCATION

MASTERS DEGREE – BUSINESS ADMINISTRATIONS (MBA)
Metropolitan State University, St. Paul, MN

BACHELOR OF SCIENCE DEGREE – MARKETING
Ohio State University, Columbus, OH

Certifications: United States Green Building Council LEED AP
Building Operator Certification

GREGORY H. PALMER
12430 77th St Ct N
Stillwater, MN 55082
651-895-5364 (Cell)

EXPERIENCE

Director Account Management, Xcel Energy (2008 – Present)

- Responsible for managing relationships – 1300 largest Xcel Energy customers in Minnesota.
- Responsible for developing 200+ GWHR and 400,000+ Dekatherms of conservation projects annually.
- Responsible for development and implementation of Energy Innovation Corridor. A collaboration effort between government, nonprofit, business and utilities ant advance renewable energy, smart technology, energy efficiency and transportation electrification within Minnesota.

Vice President, Chief Financial Officer, Nuclear Management Company (2000 – 2008)

- Responsible for financial operations, systems, reporting and oversight of 8 unit nuclear fleet employing over 4,300 employees.
- The fleet's INPO index improved form bottom quartile to top quartile of nuclear fleets in the country.

President, Viking Gas Transmission (1993 – 1995) (1996 – 1999)

- Responsible for purchase operation and expansion of Viking Gas Transmission.
- Responsible for development of the Guardian Pipeline where Viking was a 1/3 partner.

Major, US Army (1995-1996)

- Deployed to Kapaosvar, Hungary as Operations Officer, Core Material Management Center.
- Operations Officer for Core Material Management Center supporting deployment of forces to Bosnia. (Operation Joint Endeavor)

Director, Gas Supply and Rates, Northern States Power Company (1990-1993)

- Oversaw the development of Company's gas supply portfolio during industry deregulation.
- Represented Company in federal and state regulating proceeding.
- Oversaw the development and business startup of Company's Advantage Service appliance service business
- Oversaw and managed Company's system control, propane and liquefied natural gas storage and peak shaving operations.

Various Positions, Northern States Power Company (1981-1989)

- Served as regulatory analyst, Gas Supply Manager, Manager Gas Rates, Manager Finance and Business Administration.

EDUCATION

- Masters of Business Administration University of Wisconsin, Eau Claire 1982
- Bachelor of Science Agri Business University of Wisconsin, River Falls 1979
- Reactor Technology Program for Utility Executives, Massachusetts Institute of Technology 2000

OTHER INTERESTS

- Chairman, Audit Committee – Family Means, Stillwater, MN
- Deans Advisory Board – Hamline University Graduate Status
- Retired 20 years of service, US Army Reserve

Shawn M. White

EDUCATION

U OF MN; **CARLSON SCHOOL OF MANAGEMENT** Minneapolis, MN
Master's of Business Administration, Strategic Management May 2004

HAWAII PACIFIC UNIVERSITY Honolulu, HI
B.S. in Business Administration, Marketing Major May 1998

NAVAL NUCLEAR POWER SCHOOL Orlando, FL December, 1990

EXPERIENCE

- 12/08 – Present **MANAGER, ENERGY EFFICIENCY MARKETING**, Xcel Energy, Inc Minneapolis, MN
- Manage a team of skilled professionals in the delivery of demand side management programs to some of Xcel Energy's largest and most strategic customers
 - Combined achievements of over 150 GWh and 4,000,000 therms of energy savings in 2009
 - Responsible to set marketing and regulatory strategy, ensure regulatory and financial compliance and hitting corporate goals
- 2/01 – 12/08 **PRODUCT PORTFOLIO MANAGER**, Xcel Energy, Inc Minneapolis, MN
- Responsible for the implementation, management and regulatory reporting for several electric and natural gas DSM programs.
 - Responsible for growing the Boiler Efficiency program by over 300%.
 - Developed under producing components of the Cooling Efficiency program to replace the erosion of the chiller market.
 - Launched and made successful four new DSM products and components.
 - Leading the natural gas product portfolio managers through contingency planning and challenging regulatory scrutiny.
- 10/99 to 1/01 **PRODUCT MANAGER**, ChemRex, Inc. Shakopee, MN
- P&L responsibility; product, marketing and sales strategy
- 12/98 to 10/99 **MARKETING ASSISTANT**, Contracted to Northern States Power Minneapolis, MN
- Support energy efficiency program teams

10/89 to 7/98 **NUCLEAR TECHNICIAN**, United States Navy

- Chemistry and Radiological Controls Supervisor, Air-conditioning Technician; Boiler Operator; Power Plant Supervisor/Operator
- Cross-trained in electrical distribution, compressed air, pumps & motors technician

ACCOMPLISHMENTS/PROFESSIONAL INVOLVEMENT

- President of the MN Blue Flame Association 2007 – 2008
- Member of the Natural Gas Committee, HVAC Committee, Industrial Committee and Commercial Kitchens Committee at the Consortium for Energy Efficiency
- Former member of the MN Environmental Initiative
- Graduate of the Certified Energy Manager program
- Volunteer at the University of MN's Veteran's Mentorship Center

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Summary

Sales professional with a diverse background, combining over fifteen years of key account management, sales expertise and managerial skills. Experienced in the energy management of large commercial and industrial customers, demand side management, keen negotiation skills, acquiring new business and growing margin within existing clientele. Responsible for multimillion dollars in annual revenues at CenterPoint Energy. Baccalaureate and Masters Degree in Management / Leadership.

Professional Experience

2001-present: CenterPoint Energy, Minneapolis, Minnesota

Manager, CIP Implementation: (2009 – present)

Responsible for managing the implementation of CenterPoint Energy's conservation improvement program, ensuring that the \$18 - \$20 Million dollar per year program is implemented in compliance with all regulatory requirements and that statutory energy saving goals are met. Job responsibilities include:

- Managing the professional team responsible for the successful delivery of all CIP programs.
- Responsible for the development and administration of a \$20 Million budget.
- Responsible for the cost-effective delivery of all CIP programs.
- Negotiates all contracts and maintains strong relationships with all contracted vendors.

Key Account Manager: (2002-2008)

Served as Energy Sales Manager on a rotational basis. (2007)

Ranked #1 Key Account Manager in customer satisfaction during 2003, 2004, 2005, 2006, 2007 and 2008.

Responsible for managing the energy needs for 100 of the largest industrial and commercial customers in CenterPoint Energy's service territory, specializing in account management, relationship building, contract negotiations, diversifying energy portfolios, managing annual energy budgets and conservation improvement activities (demand side management) in accordance with Minnesota's Conservation Improvement Programs (CIP).

Responsible for 150,000+ DT's of savings within my customer-base during 2008 through actively promoting and delivering CenterPoint Energy's Conservation Improvement Program.

Active in several trade associations, including the Minnesota Association of School Maintenance Supervisors, Urban Currents, Minnesota Indoor Air Quality Association, Energy Solutions Center (commercial buildings consortium team member), National Association of Die Casters, Mankato Citizens Energy Committee, Elk River Energy City (commissioner).

2000-2001: CenterPoint Energy, Minneapolis, Minnesota

Business Lead Sales Representative

Responsible for generating commercial and industrial sales leads, closing sales and increasing business customer margins, energy demand side management and general marketing support.

Managed 250 mid-sized commercial and industrial accounts, accountable for \$3 million in annual revenue.

Assisted in the professional development of the Business Customer Hotline by presenting monthly training sessions on various natural gas technologies and sales related strategies.

2000: CenterPoint Energy, Minneapolis, MN

Home Service Plus Field Sales Representative

Performed in-home sales, primarily focusing on hearth products. Consistently exceeded sales goals on a monthly basis.

1992-1999: Fireside Hearth & Home, Roseville, Minnesota

Service Manager / Contractor Key Account Manager:

Managed New Construction Installation and Service Divisions, which consisted of office and field employees. Negotiated long-term sales contracts, service agreements and warranty contracts with construction executives. (Responsible for 26 direct reports) (1996-2000)

Managed largest accounts in Fireside Hearth & Home's new construction division, which included nationally ranked home builders with regards to annual revenues. Responsible for \$ 2 Million + in annual sales margins. (1994-1996)

Implemented pre-construction inspections, which reduced lost revenues by \$100,000 in 1992-1994.

1986-1992: United States Navy.

Served at various duty stations throughout the world. Served as Leading Petty Officer / Work Center Supervisor onboard USS Ortolan, responsible for the direct supervision of 15 subordinates. (1991-1992)

Decorated Gulf War Veteran.

(Recommended for Officer Candidate School by Commanding Officer, USS Ortolan.) (Military evaluations available upon request).

Education

Bethel University, Saint Paul, Minnesota

Masters Degree: Management / Organizational Leadership (2004)

Baccalaureate Degree: Organizational Management (1999)

CNP University

Leadership Academy: Graduate of the inaugural Leadership Academy class of 2007-2008. (1 of 38 employees selected to participate).

Mays Business School, Texas A&M University: Successfully completed CenterPoint Energy Management & Leadership Development Program.

United States Navy, San Diego, California and Honolulu, Hawaii

Military Advanced Electronics Training: Level 1 certified Technician – Highest certification in the U.S. Navy (1987-1989)

Henry Sibley Senior High School, Mendota Heights, Minnesota

High School Graduate (1986)

**RESUME
JANET STREFF**

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651-297-2545

EMPLOYMENT:

1995- Present:

STATE OF MINNESOTA.

MANAGER, STATE ENERGY OFFICE, OFFICE OF ENERGY SECURITY

Responsible for staff of 40. Oversees the state's energy efficiency and renewable energy programs, including all USDOE ARRA funds through the State Energy Program, Energy Efficiency and Conservation Block Grant Program, and the Weatherization Assistance Program. Provides oversight of the state utility conservation programs (over \$200 million in 2010). Responsible for various state legislated incentive programs as well as its sustainable design guidelines/benchmarking program.

BUILDING CODE REPRESENTATIVE, BUILDING CODES AND STANDARDS DIVISION, MN DEPT. OF ADMINISTRATION

Responsible for the development and adoption of the rules for various chapters of the State Building Code, including building, energy, elevator, accessibility, mechanical and electrical.

ENGINEERING SPECIALIST, MN DEPT. OF PUBLIC SERVICE

Created new tools to facilitate understanding and compliance with energy code implementation. Member of team to develop new energy code rule. Organized and implemented curriculum for continuing building education using multiple instructor avenues.

1992-1995:

ESTIMATOR/PROJECT MANAGER, LUND MARTIN, MINNEAPOLIS, MN

Estimated and managed interior high-rise construction projects in Minneapolis area.

1990-1992:

PROJECT MANAGER, APERSEY, SAN FRANCISCO, CA

On site project team for \$50 million Moscone Convention Center in SF. Responsibilities included estimating, negotiating, and buyout of \$12 million in change orders.

1989-1990:

MANAGER, TENANT IMPROVEMENTS, SD DEACON, SACRAMENTO, CA

Developed tenant improvement division for general contractor. Marketed company for interiors work and supervised 5-person department to build out work. \$3 million of work first year.

1984-1989:

VICE PRESIDENT, CITADEL EQUITIES GROUP, SACRAMENTO, CA

Managed construction of all office buildings, retail centers, warehouses. Responsibilities included planning and zoning, design team selection, coordinating building design from site layout to interior color selection, managing project from shell construction through tenant improvements.

1979-1984:

PROJECT MANAGER, APERSEY, SAN FRANCISCO, CA

Managed various construction projects. Duties included supervising job superintendents, coordinating subcontractors, negotiating changes in plans and budgets with owner, architects.

EDUCATION:

BA, English, University of North Dakota. Summa cum laude. Phi Beta Kappa. 1975.

MA, Public Administration, Hamline University, St. Paul, MN. 1998.

Certified Building Official through the State of Minnesota and International Codes Council. 1998.

ORGANIZATIONS:

National Association of State Energy Officials (past Vice Chair, current Chair of the Buildings Committee); State Energy Advisory Board; Midwest Energy Efficiency Alliance (past chair); Minnesota GreenStar (current board member).

Sheldon Strom

Center for Energy and Environment
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Phone: 612.335.5878
E-Mail: sstrom@mncee.org

PROJECT OBJECTIVE

Sheldon Strom is President of the Center for Energy and Environment, a nonprofit organization that promotes the responsible use of natural and economic resources. Mr. Strom will provide overall direction for CEE programs which include residential, multifamily, small commercial, government buildings and the Trillion BTU program. Under Mr. Storms' leadership, CEE's programs have served more than 70,000 homes and businesses with energy efficiency programs and completed over 100 research projects.

PROFESSIONAL EXPERIENCE

Center for Energy and Environment

President

1979 - present

- Manages over 80 staff including research engineers, architects, programmers, analysts, design coordinators, construction managers, IAQ technicians, loan officers and policy analysts.
- Developed and oversees energy efficiency programs that have served more than 70,000 homes and businesses.
- Actively involved in the development of energy legislation and utility policies.
- Participated in regulatory work including: Integrated Resource Planning, development of utility Demand Side Management (DSM) incentive programs, development of procedures for review of utility DSM programs, and review and modification of procedures for determining program cost effectiveness.
- Developed greenhouse gas reduction plans for:
 - ◆ Minneapolis/St. Paul Urban CO2 Project Plan, 1993
 - ◆ Minnesota CO2 Action Plan, 1995
 - ◆ Updated CO2 Plan for St. Paul, 2006

PROGRAM HIGHLIGHTS

One Stop Efficiency Shop – CEE developed and implements the One-Stop lighting rebate program, which was approved by the MN Department of Commerce in 2000 as part of Xcel Energy's (formerly NSP) 2000-2001 Conservation Improvement Program. One-Stop is designed to save energy through the installation of energy-efficient lighting retrofits. Since its inception, One-Stop has retrofitted almost 4,491 businesses, saved 50.9 MW and distributed \$19.7 million in rebates.

Recommissioning - CEE brought recommissioning to Minnesota in 1996 through a competitive grant from the U.S. Department of Energy (DOE), and completed a number of

highly successful demonstration projects. Due to the success of the DOE program CEE was able to encourage Xcel Energy to launch its own recommissioning program.

Home Improvement Financing - Started the first Home Energy Loan fund in the State. CEE currently provides housing loan program administration services to 35 Minneapolis NRP neighborhoods and 28 suburban communities. CEE has provided over \$130 million in rehabilitation financing to over 20,000 properties.

EDUCATION

Bachelor of Mechanical Engineering from the University of Minnesota

Masters of Architecture degree from the University of Wisconsin/Milwaukee

Carl Nelson, CEM

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Phone: 612.335.5861
email: mhancock@mncee.org

PROJECT OBJECTIVE

Mr. Nelson will direct the residential program activities associated with the DOE grant.

PROFESSIONAL EXPERIENCE:

Center for Energy and Environment
The Green Institute
The Minnesota Project

Program and Policy Manager, Nov. 2008 to present
Program Manager / Associate Director, 2005–2008
Program Manager, 1999-2004

Mr. Nelson is currently the project manager for "Energy Efficiency Cities," a 2-year pilot program in eight Minnesota cities to conduct workshops, in-home visits and provide ongoing energy usage feedback to save energy in 6,000 homes. Measures include low-cost direct installation (CFLs, LF showerheads, etc), major retrofits (air sealing, insulation and mechanical equipment replacement) and homeowner actions (behavior change).

Prior to coming to Center for Energy and Environment, Mr. Nelson was involved with the assessment and implementation of a broad array of energy projects, including implementing a low-income residential energy efficiency program. He has conducted numerous feasibility studies for renewable energy systems, including wind, solar and biomass. Most recently, this included a feasibility study to consider options for clean biomass fuels for a potential 250,000 pound/hour steam plant at the Rock-Tenn company's 1000 ton/day paper recycling facility in St. Paul. Study created an inventory of available supplies of urban wood waste, forest residue, agricultural residue and dedicated energy crop biomass sources; developed an economic model to predict procurement costs at various utilization rates of clean biomass; and created the building blocks for a business plan to procure the fuels. He conducted an evaluation of a community solar project in St. Paul, including conducting energy modeling to estimate system output. Wind experience includes feasibility and development of a 35 kW turbine, as well as development activities for a 6 MW system. Mr. Nelson conducted a study on the first power generation anaerobic digester system at a Minnesota dairy farm, including detailed cost analysis and performance metrics, as well as policy recommendations.

Additional research experience includes original research on health impacts from coal-fired power plants in Minnesota completed in part for a masters thesis. Mr. Nelson modeled primary and secondary particulate matter (PM10) emissions from nine Minnesotan coal-fired power plants to estimate ground-level increases in pollution in individual and aggregated census tracks for Minnesota and surrounding states. A literature review was conducted of epidemiological studies to estimate health impacts on population. Using generally accepted practice as established by EPA and others, Mr. Nelson estimated economic impact of these health impacts. These results were then compared to the impacts resulting from a hypothetical scenario converting the plants to natural gas. Study was later utilized by MN Pollution Control Agency as key evidence in support of a MN legislature mandated review of the costs and benefits of the Metro Emissions Reduction Project (MERP).

EDUCATION AND TRAINING

Certified Energy Manager, Association of Energy Engineers, 2008.
Humphrey Institute of Public Affairs, University of Minnesota, MS in Technology, Energy and Environmental Policy, 2000.
Macalester College, St. Paul, MN, BA in Political Science, 1993.

PUBLICATIONS

Can Residential Biomass Pellet Stoves Meet a Significant Portion of Minnesota's Residential Heating Needs? Co-author. The Green Institute. 2009.
Solar Pioneers: A Case Study and Assessment of the SE Como Neighborhood Solar Thermal Project, The Green Institute, 2007.
Renewing Rock-Tenn: A Biomass Fuels Assessment for Rock-Tenn's St. Paul Recycled Paper Mill, The Green Institute, 2007.
Designing a Clean Energy Future: A Resource Manual, Clean Energy Resource Teams, co-author, 2003.
Haubenschild Farms Anaerobic Digester Final Report, The Minnesota Project, 2002.
The Public Health Benefits of Converting the Riverside Coal Plant to Natural Gas, conducted for the City of Minneapolis, 2001.
Community Aggregation in Greater Minnesota under a Restructured Electric System. Co-author with Dr. Steven Hoffman, University of St. Thomas. Center for Rural Policy & Development. 2000

AFFILIATIONS

Minneapolis/St. Paul Green Boot Camp Committee. Coordination of "green job" activities by cities. Co-chair, residential subcommittee.
University Avenue Energy Innovations Corridor. Help coordinate energy efficiency efforts of this group.
Midwestern Governors Association, Energy Initiative and Midwest Governor's Greenhouse Gas Accord. Help develop supporting policy for energy efficiency (Tier II of the Accord).
ReAMP Energy Efficiency Working Group. Help coordinate multi-state energy efficiency policy efforts.
MN GreenStar Homes. Founding board member.

Richard F. Szydlowski
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eMail: rszydlowski@mncee.org

PROJECT OBJECTIVE

Mr. Szydlowski will direct the small business lighting program and will also perform data analysis and evaluations of all project components.

KEY ACCOMPLISHMENTS

- Thirty year's experience with buildings sciences for residential, multifamily and commercial applications.
- Expert in development of energy tracking, energy analysis and energy computer modeling programs.
- Extensive experience with field measurement and automated meter reading technologies.
- Expert in the application of re-commissioning as a cost-effective method of reducing energy use in buildings.

PROFESSIONAL EXPERIENCE

Director of Research and Engineering, Center for Energy and Environment 3/95 - *present*
My department's 19 staff engage in both research of energy efficiency and renewable energy, and field activities that test or demonstrate the energy efficiency concepts. In addition to overall supervision and strategic guidance for the department, I directly manage several projects.

I currently manage a lighting efficiency program that targets hard-to-reach small commercial buildings. This program replaces old lighting systems with high quality lighting while reducing energy and demand. In ten years a total of 4,491 jobs has resulted in savings of 50.6 MW and 189,796 MWh/yr. The key to success in this small commercial sector is a one-stop design that provides a lighting audit, rebates, financing and installation by a qualified local lighting contractor.

Software tools are critical to development of an efficient process for energy/lighting audits, standardized analysis and development of recommendations, and final reporting. I initiated and lead the design and development of several database software projects that produced the primary tools for several of our in-house programs. A lighting audit system, designed for managing large utility programs, was commercialized and licensed to several external programs nationally.

I have also managed and participated in research projects that conducted field monitoring and evaluation of gas-fired absorption chillers; heat-recovery ventilation in commercial buildings using building computer modeling programs; design and installation of a dozen renewable (solar) powered projects in MN state parks; design and implementation of a shared savings energy efficiency project for MN non-profit organizations.

Senior Research Engineer, Battelle Pacific Northwest National Laboratory 10/98 – 3/95

As senior research engineer at Battelle Pacific Northwest National Laboratory (PNNL) I managed or participated in a wide variety of building energy systems and new technology field evaluations. The emphasis was on real-world field evaluations, as compared to ideal laboratory conditions. The result was development of an extensive suite of monitoring equipment and automatic data collection and analysis software. Depending on the project, my involvement included all aspects of a project, from custom sensor development, to installation of equipment in the field, to data collection and analysis, to overall project management and supervision of support staff. To free up research engineers, I trained support staff on proper installation, operation, and interpretation of the metering equipment.

Other projects included measurement of energy demand profiles for electronic office equipment, design of an automatic meter reading and load control system, and basic research and development of a new operations and maintenance information system.

Staff Scientist, Lawrence Berkeley Laboratory 3/83 – 10/87

I was employed at Lawrence Berkeley Laboratory's Applied Science Division, Berkeley, California. As a staff scientist I directed the development and construction of a new data acquisition system, including the electronic design, hardware, and software development. I developed a software program for data management and analysis for this new data acquisition system.

I managed three major field monitoring research projects involving single- and multi-family residences in Oregon, Illinois, Minneapolis, and throughout central California. I selected commercial hardware where appropriate, designed custom components where needed, and wrote data acquisition and analysis software related to the field monitoring. I conducted most of the data analysis and final reporting. I assisted in the long-term indoor air quality monitoring of a large commercial office building.

Lead Mechanical Engineer, US DOE Ames National Laboratory 4/79 – 3/83

I was employed at the U.S. Department of Energy's Ames National Laboratory, Solar Division, in Ames, Iowa. I served as lead mechanical engineer responsible for technical review of DOE funded active and passive solar demonstration projects in commercial buildings. The technical review included both pre-construction design evaluation and subsequent operational monitoring.

EDUCATION

M.S. Mechanical Engineering Major and Energy Systems Engineering Minor, Iowa State University, grade point average 3.97/4.00, 1980

M.E. Industrial Engineering, Texas A&M University, grade point average 3.92/4.00, 1975

Product/Production Engineering Program, United States Army Materiel Command Intern Training Center, Red River Army Depot, grad point average 4.00/4.00, 1974

B.S. Aerospace Engineering, Iowa State University, grade point average 3.51/4.00, 1973

LESTER S. SHEN, Ph.D.

212 Third Avenue North, Suite 560

Minneapolis, MN 55401

(612) 335-5883

PROJECT OBJECTIVE

Dr. Shen will oversee the behavior change and feedback components of the program as well as advise on program design and implementation.

PROFESSIONAL EXPERIENCE

- 2008 - present **Director of Innovative Technologies, Center for Energy and Environment.**
Develop information dissemination approaches on energy efficiency. Provide technical support for residential energy programs.
- 1997 - 2008 **Associate Dean, B.S. Visualization Program, Minneapolis College of Art and Design.**
Developed and administered the liberal studies degree program.
- 1995 - present **Principal, technical & learning services.**
Producing videos and interactive computer tools for energy and environmental education and for building science technical training. Performed heat transfer calculations and numerical simulations for Lawrence Berkeley Laboratory/ California Energy Commission project. Created interactive web applications for the Center for Global Energy Education and the Builders Association of Minnesota.
- 1986 - 1995 **Research Associate, Underground Space Center, University of Minnesota.**
Served as Principal Investigator of research projects funded by U.S. Department of Energy, U.S. Environmental Protection Agency, and the State of Minnesota. Performed numerical and experimental studies of energy conservation benefits of foundation insulation, developed guidelines for frost-protected shallow foundations, and assisted the state low-income weatherization program in developing performance standards and assessment, training issues, and program implementation. Developed interactive computer software for the State of Minnesota dealing with environmental and energy education topics. U.S. EPA-certified trainer for radon mitigation and indoor air quality.

EDUCATION

Haverford College, B.S. in Chemistry, 1977.

Georgia Institute of Technology, M.S.M.E. in Mechanical Engineering, 1979.

University of Minnesota, Ph.D. in Mechanical Engineering, 1986.

PROFESSIONAL SOCIETY MEMBERSHIPS

Member, American Society of Heating, Refrigerating, and Air-Conditioning Engineers.

SELECTED PUBLICATIONS

Technical Reports

Shen, L.S., D.L. Bohac, K.L. Linner, and T.S. Dunsworth, Development of Production-Based Tools and Protocols for Weatherization Program Assessment, Center for Energy and Environment, Minneapolis, MN, September 1996.

Shen, L.S., K.L. Linner, and D.L. Bohac, State of Minnesota Low Income Weatherization Assistance Program Waiver Audit Submittal Package, Prepared for the Minnesota Department of Economic Security, Underground Space Center, University of Minnesota, Minneapolis, MN, January 1995.

Dutt, G., G. Nelson, B. Esposito, L. Gill, R. de Kieffer, J. Fitzgerald, D. Gruber, K. Gruber, M. Blasnik, M.S. Lobenstein, R. Nevitt, D. Drake, and L. Shen, MWX90: Minnesota Low-Income Weatherization Procedure for the 1990's, Underground Space Center, University of Minnesota, Minneapolis, MN, December 1993.

Shen, L., G. Nelson, G. Dutt, B. Esposito, J. Fitzgerald, L. Gill, B. Hockinson, and J. Shaten, The M200 Enhanced Low-Income Weatherization Demonstration Project, the Minnesota Department of Jobs and Training, St. Paul, MN, February 27, 1990.

INTERACTIVE COMPUTER SOFTWARE

Builders Association of Minnesota, served as Producer, "home-smart.org," developed for the Minnesota Building Industry Foundation, 2007.

Dave King

Center for Energy and Environment
212 North 3rd Avenue, Suite 560
Minneapolis, MN 55401
Phone: 612.335.5889
email: dking@mncee.org

PROJECT OBJECTIVE

Mr. King will coordinate the small commercial and residential financing on behalf of CEE. Mr. King has experience in a wide variety of financing options including on-bill financing, conventional loans, utility options, etc.

PROFESSIONAL EXPERIENCE

Director, CEE Financial Resources

1993 - present

Mr. King has extensive experience with the design and implementation of a wide array of successful programs utilizing a variety of funding sources. Mr. King has overseen the growth and development of the CEE loan programs from a single loan program to over 150 program offerings resulting in 1,200 loans annually.

Mr. King works extensively with Minnesota cities to develop innovative financing tools to address the needs of their housing stock, public buildings, and business owners. Under Mr. King's direction CEE currently delivers residential financing programs to 35 Minneapolis neighborhoods and 28 suburban communities. Additionally, CEE originates commercial loans for Xcel Energy's One Stop Efficiency Shop Small business lighting program. To date, CEE has originated more than 20,000 loans resulting in over \$130 million in investment.

Mr. King analyzes and structures financing packages to fit the unique needs of each client. In Minneapolis, CEE has been highly successful leveraging the City's limited resources resulting in a significant amount of additional investment. To date, CEE has coordinated the leveraging of more than \$60 million in Minneapolis alone.

Under Mr. King's direction, the Center for Energy and Environment has achieved recognition as the top producing home improvement lender in the state of Minnesota Housing Finance Agency (MHFA) products for the past several years. Annually, CEE originates in excess of 500 loans utilizing MHFA funding.

Loan Officer, CEE Financial Resources

1988 - 1993

Mr. King processed home improvement financing applications. He was responsible for expediting the collection of required data for applicant files, underwriting loan files and conducting loan closings. Mr. King also communicated with community partners and funding sources.

Mark Hancock, P.E.

Center for Energy and Environment
212 North 3rd Avenue, Suite 560
Minneapolis, MN 55401
Phone: 612.335.5861
email: mhancock@mncee.org

Mr. Hancock will oversee the PBEEEP delivery for the DOE project. He has over twenty years experience in energy efficiency design, control, and construction of residential and commercial buildings.

PROFESSIONAL EXPERIENCE

Center for Energy and Environment

PBEEEP Program Director

2008 -present

Responsible for the development and ongoing administration of PBEEEP (Public Buildings Enhanced Energy Efficiency Program). Manages both the State offering of PBEEEP and the Local Government offering of PBEEEP. Development consisted of the creation of a set of guidelines and processes that are used to define the activities within the PBEEEP framework. Ongoing administration requires the marketing and management of all PBEEEP activities to assure efficient program outcomes. PBEEEP provides assistance through an easy access approach that combines expert technical services and financing.

Senior Mechanical Engineer

1999 -2008

Performed recommissioning activities on large commercial, educational and governmental buildings. Recommissioning work involved the development of a process used by CEE to identify and evaluate energy conservation opportunities in all studied buildings. Experience with optimization of control systems for building systems and implementation of improved controls for upgrades of building ventilation systems per ASHRAE standards. Developed new constructions commissioning practices at CEE. Experience in plan and specification review for energy efficient design to optimize the performance of systems before construction starts. Managed commissioning activities in over 15 buildings.

Mechanical Engineer

1991 -1999

Involved in a broad range of field investigation for gas and electric end uses including commercial and residential gas space heating, commercial and residential water heating, ice arena desiccant dehumidification, commercial cooling, commercial cooking, and industrial process consumption. Projects involved the use of dedicated data logging systems or the use of the building automation system to collect and document the performance of the systems under consideration.

Minneapolis Energy Office

Engineering Intern

1989 - 1991

Provided support for engineering staff on research projects. Responsibilities included manual switchover of field tests for flip/flop test setups, process data collected in field for analysis of system performance, and development of automated data processing routines to perform analysis. Gained experience in installation of data logging equipment for collect of field data.

EDUCATION

University of Minnesota, Minneapolis, MN
B.S., Mechanical Engineering, 1990

ACADEMIC HONORS

Institute of Technology Dean's List, University of Minnesota
Graduation with Honors, University of Minnesota

AFFILIATIONS

Registered Professional Engineer in the State of Minnesota
American Society of Heating, Refrigerating and Air conditioning Engineers
Minnesota Association of School Maintenance Supervisors

Chris Duffrin

Executive Director
Neighborhood Energy Connection
624 Selby Avenue
Saint Paul, MN 55104
(651) 221-4462 Ext. 139
(612) 205-8169 Mobile
chrisd@thenec.org

Professional Experience**Neighborhood Energy Connection
Executive Director****July 2008 - Present**

- Oversees budget of \$2.3 million and staff of 15 employees.
- Developed new Home Energy Squad program

**Energy CENTS Coalition
Assistant Director
Special Projects Director****April 2004 – July 2008
August 1998 – August 2002**

- Managed Xcel Energy's low-income energy conservation program for the East Metro Twin Cities.
- Wrote a successful proposal for the first competitively issued low-income conservation program in Minnesota.
- Designed and managed low-income bill affordability programs.
- Supervised project and administrative staff.
- Testified as a witness, wrote comments and successfully argued for changes in numerous cases before the Minnesota Public Utilities Commission.
- Organized and facilitated the POWER Campaign, a coalition of consumer, environmental and labor organizations advancing a new energy policy.
- Designed databases to track program activity, share information between the organization and utilities, track spending, calculate energy savings, facilitate work-flow, write work orders and send personalized mail to participants.

**Minnesota Senior Federation
Acting Director****September 1993 – July 1998**

- Supervised and coordinated work of six employees.
- Directed and coordinated public policy lobbying and organizing.
- Coordinated public relations and statewide communication, including publication of monthly newspaper.
- Managed staffing of all issue and program committees.
- Provided training for leadership and staff.

Community Organizer

- Organized major campaigns: city living wage ordinance, retaining public ownership of county nursing homes and state drug pricing policy.
- Identified senior leaders through one-to-one interviews and group meetings.
- Coached leaders on skills for participating in public policy discussions.
- Conducted public forums and workshops.
- Wrote and produced monthly newspaper and other materials.

Health Reform Coalition Coordinator

- Built a broad-based coalition membership, facilitated meetings.
- Wrote and edited monthly newsletter.
- Designed and facilitated workshops for different constituency groups.

Education

Macalester College, B.A., May 1993, *magna cum laude*
History major, Political Science minor

University of Minnesota, MA course work, Geography

Other Experience

Organizing Apprenticeship Project

- Board Member, 2000 – 2005.
- Chair, Recruitment Committee, 1997 – 2002.

Daniel M. Bartholomay

5153 Beard Avenue South
Minneapolis, MN 55410
(612) 928-0639
dbartholomay@mcknight.org

QUALIFICATIONS

- *Two decades of executive management experience*
- *Housing and community development expert*
- *Recognized leader and coalition builder in diverse environments*
- *Mission-driven implementer of strategic change*
- *Efficiency analyst, streamlining expert*
- *Interdisciplinary thinker and team builder*
- *Effective facilitator of boards and committees*
- *Fluent in Spanish and international development*

EXPERIENCE

Minnesota Housing Finance Agency
Commissioner

2008 to Present

Overall responsibility for lead state agency on affordable housing issues, with 200 employees, \$25.6 million annual administrative budget, and approximately \$700 million annual program activity.

The McKnight Foundation, Minneapolis, Minnesota.
Program Director -- Region and Communities

1995-2008

Oversight of program that invests \$23 million to support the work of 260 partners annually. The interdisciplinary Region and Communities program works to improve the quality of life and economic competitiveness of the Twin Cities region. This includes fostering collaboration and coordination of affordable housing, economic development, and transportation grants to leverage larger scale impacts--For example, the Central Corridor Funders Collaborative, spearheaded by McKnight.

North End Area Revitalization (NEAR), Saint Paul, Minnesota. **1990-1995**

Executive Director

Under my leadership the organization increased its impact, doubled staff, and started housing and industrial development programs while growing a diverse funding base. Supervised staff and managed the board of directors, real estate projects, and loan funds, bringing more than \$7 million of investment to St. Paul's North End. SPARC (formerly NEAR) remains a vibrant, multi-pronged, community development organization.

OTHER LEADERSHIP

The Funders Network (TFN) 2001-2008, Board Member and Committee Chair

Living Cities, The National Community Development Initiative 2006-2008, Investment Committee

Itasca Project, Steering Committee 2004-2008

Twin Cities Local Initiatives Support Corporation (LISC) 1997-2008

Governor's Climate Change Advisory Committee 2008

National Governor's Association Minnesota Delegation 2005-2006, Policy Academy on Housing and Economic Development

Joyce United Methodist Church, Board of Trustees 2007-2008

EDUCATION

Carleton College Northfield, Minnesota

Bachelor of Arts, Urban Affairs, *Cum Laude*, 1985

Awarded "Distinction" for interdisciplinary major and Senior Thesis

National Development Council, Economic Development Finance Certification, 1992

Leadership Initiatives in Neighborhoods Fellowship, 1994-95

REFERENCES UPON REQUEST

James Campbell, Itasca Project

Paul Williams, Local Initiatives Support Corporation

John Couchman, Saint Paul Foundation

Kate Wolford, The McKnight Foundation

JEANETTE NELSON BLANKENSHIP

400 Sibley Street, Suite 300 • Saint Paul, MN 55102
651-296-3706 • jeanette.blankenship@state.mn.us

EXPERIENCE

- 7/07-present **Minnesota Housing Finance Agency, Policy Division** Saint Paul, MN
Housing Policy Specialist
- Formulate, evaluate and implement policies for state initiatives linking housing with educational and health outcomes, transportation, economic vitality, environment and climate change
 - Created and implemented Energy Saver Rebate, a new program created with State Energy Program stimulus funds, to promote energy-efficiency home improvements
 - Coordinate multifamily housing inclusion in weatherization program
 - Advance implementation of MN's Business Plan to End Long-term Homelessness
 - Testify frequently on housing initiatives at state legislature, track and respond to proposed housing bills
 - Coordinated state Transportation & Land Use group, established to reduce vehicle miles traveled as part of MN Climate Change Advisory Group, developing strategy to reduce statewide GHG from land use
 - Created and capitalized affordable housing revolving loan program for land acquisition near transit
- 7/06-6/07 **City of San Antonio, Economic Development Department** San Antonio, TX
Senior Economic Development Specialist
- Managed special projects and analysis, including monthly reports on the City's industries and economy, economic impact and cost-benefit reports, recommendations to city manager on department positions
 - Project manager and primary author of economic feasibility study and housing and retail market analysis for proposed Tax Increment Finance area to revitalize neighborhoods adjacent to downtown
- 9/05-6/06 **City of Emeryville Redevelopment Agency, Housing** Emeryville, CA
Projects Intern (part-time)
- Managed communication with below-market rate inclusionary housing applicants; coordinated \$1.5 million in HUD Section 108/BEDI application; analyzed commercial corridor conditions; promoted public art
- 9/04-5/06 **Economic Competitiveness Group** Berkeley, CA
Research Associate (part-time)
- Researched economic data and best practices in cluster-driven strategies for regional economic development consulting firm
 - Wrote and edited portions of economic development cluster strategy for Puget Sound Regional Council's Prosperity Partnership

8/03-8/04

Teach For America

New York, NY

Director of Corps Projects and Corps Resources

- Planned and executed professional development workshops, learning team leader training, networking opportunities, corps member induction, large-scale activities (400+ attendees) for teachers and students
- Distributed and tracked resources to support students and teachers with materials to achieve significant academic gains; published newsletters and website, growing site from 20 to 100+ pages

EDUCATION

University of California at Berkeley, College of Environmental Design

Berkeley, CA

Master of City Planning, May 2006

- Emphasis in Community Development, Housing, Transportation & Land Use, Redevelopment, Schools & Cities

Pace University, School of Education

New York, NY

Master of Arts in Teaching, May 2003

Awarded Permanent Teaching Credential in New York State

Northwestern University, Medill School of Journalism

Evanston, IL

Bachelor of Science in Journalism, double-major in Geography, June 2001

- Women's rowing captain, stroke; Special Olympics treasurer, coach; theater lighting designer; newspaper; elected to Homecoming Court

ACTIVITIES

Chair, Young Leaders Group of Urban Land Institute – Minnesota (2009-)

Elected District Representative, Summit-University Planning Council (2009-)

Hamline, Victoria and Western Station Area Planning Steering Committee member, Saint Paul

Central Corridor Light Rail (2009-)

Teach For America corps member, NYC/Harlem (2001-2003)

CLARENCE HIGHTOWER

11510 62nd Avenue North
Plymouth, Minnesota 55442

Phone: (763) 268-0882 E-Mail: mulhtower@aol.com

WORK EXPERIENCE:

August 2008 –

Present ***Executive Director***

**Community Action Partnership of Ramsey & Washington Counties – 450
Syndicate Street North, St. Paul, MN 55104**

- Direct and manage a wide range of functions of a cutting edge, innovative, community-based organization
- Organize, develop and plan programs to meet community needs
- Provide leadership for staff of over 250
- Report regularly to a fourteen-member board of directors
- Maintain three separate facilities and two satellite offices
- Implement new programs and campaigns designed to increase volunteer participation and participant satisfaction
- Initiate public relations programs to promote community understanding and support for the objectives of the organization.

August 1998 -

August 2008

President/CEO

**Minneapolis Urban League - 2100 Plymouth Avenue North, Minneapolis, MN
55411**

- Directed and managed administration of largest civil rights organization in the State of Minnesota
- Provided effective and efficient leadership and supervision for staff of over 100
- Organized, developed and planned programs to meet community needs
- Maintained a budget of over \$6,000,000
- Maintained eight separate facilities, six of which are Urban League-owned properties
- Managed an accredited, contracted alternative school for junior and senior high students
- Directed operations of a kindergarten through 8th grade academy
- Initiated and completed a capital campaign that ultimately raised \$6.5 million
- Implemented agency-wide programs, strategies, priorities and annual goals
- Reported regularly to a twenty-two member board of directors
- Managed large volunteer and membership base

October 1993 -

August 1998

President

The City, Inc. - 1545 East Lake Street, Minneapolis, MN 55407

- Directed and managed a wide range of functions of a cutting edge, innovative, community-based organization
- Organized, developed and planned programs to meet community needs
- Maintained a budget of \$3,300,000
- Established and attained fundraising goals

- Supervised a staff of 77 full-time exempt employees
- Reported regularly to a twenty-member board of directors
- Maintained three separate facilities and two satellite offices
- Managed two contracted alternative schools
- Raised \$1,000,000 to complete Northside building expansion
- Raised \$100,000 to complete Group Home building rehab
- Implemented new programs and campaigns designed to increase volunteer participation and participant satisfaction
- Initiated public relations programs to promote community understanding and support for the objectives of the organization.

May 1982 - *Executive Director*
 October 1993 **North Community YMCA - 1711 West Broadway, Minneapolis, MN 55411**

- Directed operations of a full-facility physical fitness and aquatics program
- Directed other targeted programs, including parent/child outreach, family counseling, daycare, teen activities, Black Achievers event
- Provided specific care and fulfillment of members= needs to ensure membership retention
- Conducted numerous membership surveys inclusive of, but not limited to, focus groups, random sampling, and stratified sampling
- Increased earned revenue by 440% during tenure
- Developed two staff members who were promoted to Executive Director positions
- Recognized as a national trainer in areas related to program development and human resources

EDUCATION PREPARATION:

- M.A., Human and Community Service, George Williams College, Downers Grove, Illinois
- B.A., Southwest State University, Marshall, MN
- Minnesota Management Academy (1982), Graduate
- National Fundraising School (1982), Graduate
- Control Data Management Institute (1981), Graduate

LEADERSHIP ACTIVITIES:

- Trustee, Minnesota State Colleges & Universities (2002-present)
 Finance/Facilities Policy Committee (Chair)
 Educational Policy Committee
 Human Resources Policy Committee
 Diversity and Multiculturalism Committee (Vice Chair)
- Chair, Northside Agencies, Inc. (1986-1997)
- Co-Chair, Club Fed (1990-1998)

ORDAINED MINISTER:

- Current Pastor, New Bethel Missionary Baptist Church

Peter M. Klein
952-688-9812
263 Cimarron Road
Apple Valley, MN 55124

EXPERIENCE

Vice President – Finance (1997-Present)

Port Authority of the City of Saint Paul – Saint Paul, MN

- Designed, financed and currently implementing the Trillion Btu Energy Conservation Program
- Responsible for analyzing and structuring the financing of Port projects.
- Issued over \$400,000,000 in debt to finance private and public projects.
- Assisted in the creation and the selling of seven brown-field industrial parks.
- Administration of five shipping terminals and a public utility.

Finance Director (1995-1997)

Red Wing Port Authority – Red Wing, MN

Economic development arm of the city of Red Wing.

- Responsible for accounting, budgeting, lease negotiations and lending.
- Applied for and obtained a \$1,000,000 federal grant for small business loans.
- Developed industrial parks and managed a small business incubator facility.

Controller (1992-1995)

Pepin Heights, Inc. – Lake City, MN

Largest producer and distributor of orchard products in the Mid-west.

- Responsible for accounting, budgeting, investor relations and risk management.
- Sales increased more than 300% during this major expansion period.

Assistant Treasurer / Controller (1986-1992)

E.W. Blanch Co. – Bloomington, MN

Second largest reinsurance broker in the world.

- Responsible for accounting, budgeting, investor relations and risk management.
- Coordination of international offices and subsidiaries.

Senior consultant – Tax (1984-1986)

Deloitte & Touche – Bloomington, MN

Emerging business practice unit of this “Big 4” CPA firm.

- Tax and audit consulting for non-traditional large accounting firm clients.
- Assisted with bring Best Buy and Buffets, Inc. public.

EDUCATION

- M.S. Management, Cardinal Stritch University
- B.S. Management, University of Minnesota
- Certified Public Accountant, Minnesota

OTHER INTERESTS

- Adjunct Faculty – MNSCU and Cardinal Stritch University since 1995

ANDREW LEITH

Employment History

2000 – Present Hennepin County, Minnesota

Andrew Leith has been with Hennepin County's air and energy unit for about two years. His responsibilities include distributed energy projects, improvements to the Hennepin County Energy Center district heating and cooling plant, and the Cool Counties initiative. Prior to joining the air and energy unit he was seven years in the County Contaminated Lands Unit, arranging for the cleanup of county-owned contaminated sites and administering a grant program.

1994 – 2000 Nova Consulting Group, Chaska, Minnesota

Project manager for an environmental consulting company, supervising subsurface investigation and remediation projects.

1993 – 1994 Maude Environmental, Chicago, Illinois

Geologist for an environmental consulting company, conducting subsurface investigations, installing wells, constructing remediation systems.

1986 – 1992 Washington University, St. Louis, Missouri

Research assistant, investigating tectonic processes, impact mechanics and satellite motions.

1977 – 1986 Anadrill-Schlumberger, various locations

Well-site geologist, logger, and MWD tool operator, for an oil-field drilling service company.

Education

1992 Washington University, St. Louis, Missouri Ph.D. Earth and Planetary Science

1977 Leeds University, Yorkshire, UK B.Sc. Earth Science