

**HTM STEERING COMMITTEE MINUTES**  
**Conference Call**  
**July 12, 2018**  
**8:30 a.m. (CST) Start; End 9:30 a.m.(CST)**

- I. **Welcome/Roll Call** – T.J. Morice facilitated the call  
Members present: Brian Brashaw, Stacy Cook, Becky Phillip, Bruno Zagar, Mike Marsollek, Kelsey Loeffler, T.J. Morice
- II. **Review of Minutes & Facilitation Schedule** – T.J. Morice
  - A. Steering committee call minutes – June 14, 2018 Stacy Cook motioned to approve, Seconded by Becky Phillip. 7 aye, 0 nay, the minutes were approved
  - B. Steering call facilitation scheduled was agreed  
August: Brian Brashaw, September: Chris Wiberg, October: Chuck Gagner, November: Stacy Cook
  - IIa. Executive Team Meeting Report. Stacy, Brian and T.J. met briefly to review the call but was agreed key items would be discussed on main Steering Cmte call.
- III. **HTM Financial Update** – T.J. Morice shared that the current checkbook balance is about \$47,300 after reconciling Stripe account issues from conference. There is \$4425 outstanding with Woodmaster and BIA that Dana agreed to reach out and remind them to pay. There is \$750 due to MBioEx IT contractor and the \$2500 for the agreed National Bioenergy Day support last time which will leave about \$44,000 or so. Documentation for USFS grant modification, including form 424A, 270 and signatures were coordinated for 2018 \$5000. There is \$1450 remaining, primarily earmarked for MBioEx in initial projections.
- IV. **2018 Conference Follow Up** – Brian shared that Bruno’s facilitation with the tribe at the casino was appreciated with such efficient costs which allowed us to perform with a gain for HTM. He also suggested that we discuss what to do for 2019. Last conversations and analysis were Wausau and Shakopee, although MN was a bit more expensive. T.J. and Becky introduced the concept of a virtual tradeshow, not as much desired but an option to consider. Then Brian initiated a conversation about seeing about the Northeast with BTEC and maybe HTM all partnering in some way for 2019 if there’s interest. The 2019 BBI show will NOT be in Minneapolis but Savannah GA so our previous partnership will not be an option.
- V. **HTM Issues and Future** - Becky brought up the previous 2017 discuss with Bill Strauss to donate time to update our HTM study, but in a recent conversation he indicated he was too busy with paying work to do this and to check back in the fall. We discussed that it made the most sense to do this with Bill rather than pursuing a PhD student to update the IMPLAN numbers since Bill is the most familiar, so Becky will reconnect with Bill and try to get him to engage when he can over the next 6 months to accomplish this for HTM.
- VI. **USDA – MbioEx Project Update** -Becky shared there was no June call and they have a call on 7/19 scheduled. Their discussions will be focused on dissemination of the tool and future updates that may be needed.
- VII. **HTM Website & Analytics Update** – Kelsey shared that there was 266 page views last month which was mostly organic in nature from keyword searches. Mike brought up discussions from the action team which was a good Segway into items that Kelsey and Becky have pursued to gather info on links that need to be made to the site with additional pages to include regional incentives available regarding biomass thermal, Midwest biomass exchange, project stove swap out, wood pellet storage and wood chip standard, along with other additional information available that is aggregated.
- VIII. **Communications/Marketing Strategic**-Becky commented that this has now been addressed going forward in the HTM operating plan so other than a periodic review we should be good.

- IX. **Action Team Updates**—summarized by Mike in his first lead of call which was about 35 minutes with 7 people
- A. Biomass Resources & Demographics Action Team-discussion of MBioEx to HTM website discussed. National Bioenergy Day discussions which Stacy added to about event coverage/plans and encouragement to bring others there and have others within HTM host sites as well. Brian will visit with Carrie about press releases and see where HTM visibility is appropriate as well as links on sites. Anna from BBI will work on a article for Koda regarding National Bioenergy Day. Brian to talk with Ann Sarnecki at USFS to see how she may to able to organize and spearhead some additional events.
  - B. Biomass Combustion Technologies Action Team
  - C. Biomass Policy & Benefits Action Team -Greg summarized by email there weren't any changes. Mike W. shared about the Woodsmoke Project and new technologies.

X. **State Updates**- Brain discussed up coming webinar from WI SWET about heating with biomass with Tom Wilson and the WI SWET. <http://www.wisconsinwoodenergy.org/news-and-events.html>

XI. **National & BTEC Updates**-Peter at BTEC wasn't able to be on the call but he emailed T.J. the below item which was shared on the call.

Community Wood Energy and Wood Innovations Program in the Farm Bill: The House included the expanded language BTEC sought, the Senate did not. Both bills have passed and will go to Conference Committee. BTEC is pushing for the House language to make the final Farm Bill that is sent to the President.

Renewable Thermal Collaborative: new renewable thermal group focused on heat for industrial processes. Jeff, Peter and TJ held a meeting with RTC on Tuesday to discuss potential areas of collaborations. One idea discussed was a broader meeting between BTEC and RTC to discuss policy priorities (T.J. added RTC itself is limited in this area but individual members may have interest/ability) and regulatory issues. RTC is interested in scaling up renewable thermal tech, as thermal accounts for 39% of total world energy consumption. Carbon accounting for bioenergy will need to become more clear for RTC to endorse technology to its members.

Wood Chip Standard: Completed and adopted by ANSI. BTEC is continuing to market the standard for its widespread use across the industry. <https://www.biomassthermal.org/programs/us-wood-chip-heating-fuel-quality-standard/>

State of the Industry Webinar: BTEC was directed by its Board in June to plan a State of the Industry Webinar. BTEC will seek out presenters from its strategic partners, including Heating the Midwest. Webinar would take place toward the end of September, early October. Details to com and T.J. added possible circulation collaboration with RTC..

- XIII. **Volunteer for Newsletter Intro**-T.J. the July facilitator which is the model going forward will draft an intro and send to Kelsey. It will comment on new Steering Committee members as well as plans to generate new links/tools/resources in the future on the website. Deadline for Monthly Newsletter Items (COB Wednesday, 7/18/18).
- A. August; Deadline: 8/17/18
  - B. September; Deadline: 9/14/18

XIV. Next Call: Thursday, August 9, 2018 at 8:30 a.m. facilitated by Brian Brashaw

Other items: Bruno, followed by Brian, reminded us that we should begin discussions about next years conference. T.J. will send a note to Peter and Brian to discuss at August meeting.

Adjourned