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# **South Carolina Energy Office Operations Plan FY 2009**

**(July 1, 2008 – June 30, 2009)**

## **Executive Summary**

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**South Carolina Budget and Control Board**



## Introduction

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The *South Carolina Energy Operations Plan FY 2009* is a comprehensive document detailing the planned activities of the South Carolina Energy Office (SCEO) for the period of July 1, 2008 through June 30, 2009. These activities are designed to address the critical needs of the state as they relate to saving energy, enhancing energy efficiency, reducing reliance on foreign suppliers, and improving environmental quality.

The SCEO was created by the South Carolina Energy Conservation and Efficiency Act of 1992 to develop and implement a well-balanced energy strategy and to increase the efficiency of use of all energy sources throughout South Carolina. As part of the State Budget and Control Board the SCEO carries out the state policy and program mandates of the Act and also administers the State Energy Program and related activities funded by the U.S. Department of Energy (DOE) in order to promote energy efficiency, diversity, and sustainability.

The SCEO strives to leverage modest federal funding to achieve the greatest possible benefits for the state. The office receives no direct state funding. At the present time, the work of the office is carried out by a staff of fourteen, with occasional assistance from contractors and student interns. We are endeavoring to work more efficiently and have redistributed the duties of a former administrative employee to others within the organization without loss of effectiveness.

The *South Carolina Energy Office Operations Plan FY 2009* describes the key program areas and strategies for meeting the Department of Energy's goal of improving energy efficiency by 25% or more by 2012. In addition, several sub-goals and associated measures have been identified in order to guide the work of the South Carolina Energy Office. The *Operations Plan* includes detailed tasks related to each goal, as well as anticipated deliverables and measures of success.

### Sub-Goals & Measures

**Goal 1: Reduce statewide energy intensity by 1% per year.**

*Measure: Reduced statewide energy intensity as measured by energy use per dollar of gross state product.*

**Goal 2: Reduce public facility energy use by 1% per year.**

*Measure: Reduced energy use in public facilities as measured in kBtu or kWh.*

**Goal 3: Maximize avoided energy costs in public facilities, thereby reducing cost increases for the state.**

*Measure: Avoided energy costs where measurable.*

**Goal 4: Reduce greenhouse gas emissions.**

*Measure: Reduced greenhouse gas emissions, measured in CO<sub>2</sub> equivalents, and other pollutants where applicable.*

**Goal 5: Increase the diversity of the state's energy supplies.**

*Measure: Increase in percentage of overall energy produced from sources other than oil, coal or nuclear power.*

## South Carolina Energy Office Operations Plan FY 2009

### Executive Summary

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The SCEO will focus on seven distinct program areas which strive to reduce environmental pollution, expand economic development, and save money by reducing energy use and increasing energy efficiency, as well as by developing indigenous energy resources. These program areas include: Facilities, Renewable Energy, Public Information, Transportation, Utilities, Radioactive Waste Disposal, and Office Finance and Administration. The goal of each program area is supported by strategies and corresponding activities. These strategies and activities have been selected in order to maximize the efforts of personnel and office resources, and to achieve measurable results. The *South Carolina Energy Office Operations Plan FY 2009* is a living document, and will continue to be adjusted, as changing circumstances and new opportunities present themselves.

#### Program Area I: Facilities

##### Goal: Maximize energy savings in facilities.

In FY 2009, the SCEO will offer a wide variety of services designed to train, motivate, finance and implement energy efficiency and conservation programs and activities throughout the state. The planned programs and activities for the fiscal year are focused heavily on the public sector, but also serve the private sector. In FY 2009, the SCEO will continue to work with public and private sector entities in the following ways:

**Strategy A:** Assist state agencies, schools and universities to reduce energy consumption by at least 1% per year.

**Strategy B:** Collect, compile, report, and publicize energy consumption information for state and public facilities.

**Strategy C:** Encourage and provide technical assistance to state and public facilities to use Utility Direct software to track energy consumption.

**Strategy D:** Review *Energy Use in South Carolina's Public Facilities* report, assist with energy conservation plans for public entities and market energy assessment services for public and private entities.

**Strategy E:** Provide loan financing to state agencies, school districts, local governments, and not-for-profits to implement energy efficiency projects.

**Strategy F:** Sponsor workshops and training to educate energy-related professionals on techniques to reduce energy consumption.

**Strategy G:** Facilitate residential and commercial energy efficiency and green building practices.

**Strategy H:** Participate in the implementation of the Governor's Climate, Energy and Commerce Advisory Committee recommendations relating to non-utility facilities energy savings activities.

**Strategy I:** Monitor and administer grants to improve energy savings for industrial and other large facilities in South Carolina.

**Strategy J:** Promote performance contracting to public entities in South Carolina.

**Program Area II: Renewable Energy**  
**Goal: Advance the use of renewable resources.**

Advancing the use of renewable resources remains a top priority for the South Carolina Energy Office in FY 2009. Through the adaptation and development of renewable resources, South Carolina can reduce its dependence on foreign or out of state energy producers, keeping energy dollars in the state. According to a recent study completed for the SCEO, the development of biomass energy facilities could result in \$1.7 billion in direct capital investment over 15 years. In order to capitalize upon the vast potential of this resource, in FY 2009, the SCEO will continue to support renewable energy development through initiatives begun in 2008 such as the Renewable Energy Grants and Loans Program and One-Stop Shop, as well as long-standing efforts related to landfill methane gas recovery, solar, wind and other renewable energy sources. Specific activities include:

**Strategy A:** Coordinate the implementation of the Renewable Energy Grants and Loans Program.

**Strategy B:** Promote biomass projects statewide.

**Strategy C:** Participate in One-Stop Shop to facilitate biomass and other renewable investments.

**Strategy D:** Coordinate a coalition of solar energy stakeholders to market development of solar energy.

**Strategy E:** Participate in the implementation of the Governor's Climate, Energy and Commerce Advisory Committee recommendations relating to non-utility renewable resources.

**Strategy F:** Provide installation and monitoring of solar equipment at public facilities.

**Strategy G:** Provide marketing and outreach for hydrogen, wind and hydropower options in South Carolina.

**Strategy H:** Provide leadership and assistance in the U.S. EPA's Landfill Methane Outreach Program.

**Program Area III: Public Information**  
**Goal: Provide energy awareness, information and education services.**

The SCEO is dedicated to promoting energy awareness, providing reliable energy-related information, and offering a suite of educational services to South Carolinians. From classroom curricula and news articles to energy data and pertinent legislation, the SCEO will continue its efforts to educate and inform the public in FY 2009, with an emphasis on providing information through its web site in order to reduce the use of paper. This year we will reevaluate our K-12 educational program. Additionally, the SCEO is committed to the following activities in FY 2009:

**Strategy A:** Promote energy efficiency and sustainability to citizens of South Carolina.

**Strategy B:** Provide public with current information that meets the needs of our customers.

**Strategy C:** Participate in the implementation of the Governor's Climate Energy and Commerce Advisory Committee (CECAC) recommendations relating to outreach.

**Strategy D:** Coordinate framework for the implementation of Governor's Climate Energy and Commerce Advisory Committee (CECAC) recommendations.

**Strategy E:** Publish *Energy Connection* newsletter twice annually.

**Strategy F:** Develop energy efficiency information campaign for state agencies and general public.

- Strategy G:** Compile and maintain energy data for publication in *South Carolina Energy Outlook* and elsewhere.
- Strategy H:** Promote purchase of energy efficient manufactured homes and provide energy conservation information to homeowners.
- Strategy I:** Monitor and report on state energy-related legislation.
- Strategy J:** Coordinate and staff meetings of the SCEO Energy Advisory Committee.
- Strategy K:** Manage activities of the SCEO to respond to energy emergencies in South Carolina.
- Strategy L:** Provide formal energy education in K-12 schools.

#### **Program Area IV: Transportation**

##### **Goal: Promote transportation conservation and diversification.**

Transportation fuel conservation and diversification is a significant issue for the SCEO. Petroleum, a finite resource, is consumed at a rate of more than 3.2 billion gallons per year in South Carolina. In FY 2009, the SCEO plans to continue existing partnerships with regional and national organizations in order curb the state's dependence on foreign oil, reduce pollutants, and to bring South Carolina dollars back to South Carolina. By investing in ethanol, biodiesel, compressed natural gas, propane and hydrogen, South Carolina will become a model for the nation, reduce state-wide greenhouse gas emissions, and fuel economic development. Working with various entities the SCEO will:

- Strategy A:** Coordinate alternative fuels activities around the state, thereby reducing the use of petroleum products in targeted areas and increasing alternative fuel use.
- Strategy B:** Participate in the implementation of the Governor's Climate Energy and Commerce Advisory Committee (CECAC) recommendations relating to transportation.
- Strategy C:** Promote and administer external funding opportunities for alternative fuel vehicles, refueling infrastructure, production and fuel.
- Strategy D:** Promote fuel conservation through Advanced Travel Center Electrification (truck stop electrification).
- Strategy E:** Promote fuel conservation through the *Take a Break from the Exhaust (TABFTE)* program in state government.

#### **Program Area V: Utilities**

##### **Goal: Promote energy efficient and green energy initiatives by utilities.**

The SCEO works closely with the state's utilities and tracks information pertinent to the state's long-term energy planning needs. Additionally, in FY 2009, the SCEO will continue to work closely with the state's investor-owned utilities and the Office of Regulatory Staff in the implementation of Palmetto Clean Energy, a program designed to support renewable power generation in the state.

- Strategy A:** Assist with the implementation of the *Palmetto Clean Energy (PaCE)* program.
- Strategy B:** Participate in the implementation of the Governor's Climate Energy and Commerce Advisory Committee (CECAC) recommendations relating to utilities.
- Strategy C:** Analyze and report on all utilities' programs designed to affect demand, compile information on commercial and industrial costs and review utilities' future plans, as appropriate.
- Strategy D:** Develop net metering report.

### **Program Area VI: Radioactive Waste Disposal Program**

**Goal: Administer and continuously evaluate the Radioactive Waste Disposal Program to insure stakeholder needs are met while adhering to rules, regulations and statutes.**

In FY 2009, the SCEO will continue to provide management of the Budget and Control Board's low-level radioactive waste disposal facility in Barnwell County. The disposal site is leased and operated by Chem-Nuclear Systems of Columbia, SC and is scheduled to scale back its operations beginning July 1, 2008. As the disposal site transitions from a national depository to a region-only facility, the SCEO will continue in its efforts to provide management of the program in accordance with state law. In FY 2009, the SCEO will provide management of the Barnwell facility in the following ways:

**Strategy A:** Ensure continuity in program planning.

**Strategy B:** Manage disbursements from the Barnwell Decommissioning Trust Fund and project funding needs for maintaining the disposal site after decommissioning.

**Strategy C:** Successfully transition from national disposal access to a region-only facility beginning July 1, 2008.

**Strategy D:** Participate as a party to the Public Service Commission proceedings on allowable operating costs and participate in appropriate informal lines of communication with disposal site operator in order to anticipate and address issues as early in the Public Service Commission proceedings as possible.

**Strategy E:** Coordinate and staff meetings of the Nuclear Advisory Council.

### **Program Area VII: Office Finance and Administration**

**Goal: Provide for an efficient and effective work environment.**

The South Carolina Energy Office is dedicated to providing an efficient and effective work environment for all its employees. The SCEO will provide leadership that is clear and focused, ensure customer satisfaction, and promote efficient and effective internal procedures. The SCEO will concentrate its efforts to maintain a high-performing organization in the following ways:

**Strategy A:** Provide leadership that is clear and focused on measurable results.

**Strategy B:** Develop and manage budgets.

**Strategy C:** Maintain SCEO Operations Plan and DOE State Energy Plan (SEP) that address organization, stakeholder and human resource needs.

**Strategy D:** Maintain an active Savings Matrix which incorporates projects and activities across all sectors.

**Strategy E:** Coordinate professional development activities.

**Strategy F:** Identify, manage and adapt grant programs targeted to customer needs.

**Strategy G:** Coordinate office operational procedures.

**Strategy H:** Coordinate office information services.

**Strategy I:** Coordinate computer and technology resources throughout the office.

## Mission, Vision, Values and Attributes

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**Our mission, vision and values directly reflect those of the South Carolina Budget and Control Board.**

**Mission:** The SCEO increases energy efficiency and diversity, enhances environmental quality and saves energy dollars for South Carolina.

**Vision:** We excel in saving money through conserving energy for South Carolina.

### **Values:**

**Quality customer services and products:** *We consistently provide outstanding products and excellent customer services, as defined by our customers, and we strive for continuous improvement.*

**Innovation:** *We are receptive to and flexible with the changing environment and the evolving world of technology. We welcome challenges, embrace innovation, and encourage creativity.*

**Leadership:** *We strive to lead government through strategic and visionary approaches that are proactive, fair, and ethical.*

**Professionalism:** *We perform our work with honesty, integrity, and loyalty. We are committed to performance that is credible, thorough, competent, and worthy of customer confidence.*

**Employee well-being:** *We respect the individual contributions of each employee and endeavor to empower them with the needed resources for teamwork, shared pride, and continuous learning.*

### **Employee Attributes:**

**Positive attitude** – *open-minded, flexible, deal easily with changes, cooperative, have a “can-do” approach to assignments, requests and problem solving.*

**Productive** – *produce visible results that are evident to others, make it easy for others to understand and appreciate their accomplishments, show dedication and are able to focus on end results, committed to excellence in job performance.*

**Harmonious workplace relations** – *interact positively with others and create workplace harmony, demonstrate loyalty, avoid negativity in the workplace, avoid gossip, have positive effect on office morale.*

**Workplace intelligence** – *skilled in research and analysis, able to solve problems rather than just identify problems.*

**Respectful of others** – *show courtesy to internal and external staff and customers, demonstrate emotional intelligence, are proven team workers, work well with others in team approaches, make appropriate use of chain of command.*

**Detail oriented** – *consistent attention to accuracy and completeness, check own work for quality, seek and learn from editing help of others for error minimization and quality maximization.*

**Dependable** – *prompt, adhere to directions and schedules, follow through with projects and procedures in a timely manner without need for reminders.*

**Disciplined in work habits** – *work hard, develop implementation plans, adhere to those plans, go the extra mile when needed.*

**Initiative** – *take independent action to complete projects and offer ideas for improvement, creative in identifying new opportunities, seek feedback from others, show persistence to overcome obstacles, display willingness and ability to constantly learn.*

**Aware** – *demonstrate understanding of the details of their areas of responsibility and how their responsibilities fit into overall mission of the Energy Office and its performance.*

**Passionate about their jobs** – *have strong belief in and passion for their work and the products of their work.*

