



## **Authority Mission Statement and Performance Measurements**

**Name of Public Authority:** Energy Improvement Corporation

### **Public Authority's Mission Statement:**

The overarching goal of the Energy Improvement Corp is to save money and energy, and reduce greenhouse gas emissions in New York State by enabling energy related improvements that meet or exceed state standards through innovative community based outreach and marketing efforts. In addition, it will be a purpose of the Corporation to facilitate and finance qualified energy efficiency improvement projects and renewable energy system projects for residents, organizations, institutions and businesses in participating municipalities in New York while operating in a financially self sufficient manner.

**Date Mission was Adopted:** October 4<sup>th</sup>, 2011 and edited and ratified at the Sept 12<sup>th</sup>, 2013 Board Meeting

### **List of EIC Performance Goals:**

- Build a complete set of underwriting standards and develop financing offerings to enable energy efficiency improvement projects and renewable energy system projects for residents, organizations, institutions and businesses in participating municipalities in New York.
- Develop a large constituency intending to upgrade their properties (1,500+ properties)
- Develop an easy-to-access set of tools for communities within EIC's Municipal Members that aim to build their constituency for energy upgrades.

### **Additional questions:**

**1. Have the EIC board members acknowledged that they have read and understood the mission of the public authority?**

**2.**

The Mission was distributed, discussed, edited and adopted at our 10/4/11 Board Meeting and edited/ratified at the Sept 12<sup>th</sup>, 2013 Board Meeting. New Board members are instructed on the mission and goals of the EIC.

### **2. Who has the power to appoint the management of the public authority?**

The Board of Directors hires the Executive Director and the Board or the Executive Director hires staff. This is delineated in the by-laws as follows:

"4.1 Officers and Employees. The Board of Directors, in its discretion, may elect officers and hire administrative staff. In the event that the Directors do so elect, the officers of the Corporation shall be: Executive Director, one or more Vice Presidents (the number thereof to be determined by the Board of Directors from time to time), a Treasurer, a Secretary, and such Assistant Treasurers, Assistant Secretaries and other officers as the Board of Directors may authorize from time to time.

4.6 Executive Director. The Executive Director shall have general charge of the business and affairs of the Corporation shall hire and manage and operate the day-to-day affairs of the Corporation and may delegate executive assignments to the other officers of the Corporation; shall see that the resolutions and directives of the Board of Directors are carried into effect (except in those instances in which the responsibility therefore is assigned to some other person by the Board of Directors); and, in general, shall discharge all duties incident to the office of Executive Director and such other duties as may be prescribed by the Board of Directors from time to time.”

**3. If the EIC Board appoints management, do you have a policy you follow when appointing the management of the public authority?**

Candidates for management positions can be recommended by anyone and credentials pertinent to management functions are assessed based on specific job descriptions prepared by either the Board or by the prospective Supervisor for that position, with the advice and counsel of the Board, subject to approval by the Board.

**4. Briefly describe the role of the Board and the role of management in the implementation of the mission.**

The Board is actively engaged in overseeing the preparation of

- Financing offerings, through its Finance Committee and Board
- Marketing material and strategy, through updates at regular Board meetings and through the Energize Advisory Committee and
- EIC Operations through updates at regular Board meetings and through
  - Audit Committee
  - Finance Committee and
  - Governance Committee

Each Advisory committee and the management/staff of EIC actively reaches out to community leaders to engage capability and broad participation in meeting marketing, financing and operations goals. All Board Committees operate in accordance with the requirements of the Open Meetings Law.

**This report in its entirety has been submitted, read and approved by the Board of Directors at our 3/5/2015 meeting**