

# SUSTAINABLE ENERGY FUND

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March 4, 2013

Ms. Rosemary Chiavetta  
Secretary  
PA Public Utility Commission  
400 North Street, Keystone Building  
Harrisburg, PA 17105-3265

Re: Board of Directors Replacement – Docket # M-00031715 F0003

Dear Ms. Chiavetta:

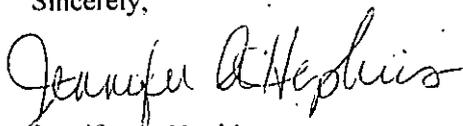
The Board of Directors of Sustainable Energy Fund (SEF) has approved Mr. Robert Thomson as a Director to the seat vacated by Mr. Alan Roman. Mr. Thomson's resume is attached.

The recruitment process was according to the Pa Sustainable Energy Board Best Practice for Nomination, Election and Approval of Directors. The initial pool presented to the Board included 8 candidates. The candidates' credentials were reviewed by the current Board and narrowed down to five that were brought in for interviews. Mr. Thomson was one of two candidates who scored the highest by SEF's consultant Ms. Martha Phelps from Executive Service Corps of Lehigh Valley. Mr. Thomson was approved by the Board.

In addition to Mr. Thomson's resume, I have enclosed the Candidate Matrix, the methodology, and a copy of the Board minutes approving Mr. Thomson to the SEF Board.

Thank you for your continued support and consideration.

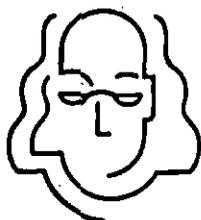
Sincerely,

  
Jennifer A. Hopkins  
President

cc: Andrew Stein, Board Chairman  
Laura Edinger, PUC



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**Ben Franklin  
Technology Partners**  
*Northeastern Pennsylvania*

116 Research Drive  
Bethlehem, PA 18015-4731  
Tel: 610-758-5200  
Fax: 610-861-5918  
www.nep.benfranklin.org

September 26, 2012

Ms. Jennifer Hopkins  
President  
Sustainable Energy Fund  
1005 Brookside Road, Suite 210  
Allentown, PA 18106

**Re: SEF Board of Directors**

Dear Ms. Hopkins:

I am very interested in serving on the Board of Directors for the Sustainable Energy Fund. Per your request of interested candidates, I have enclosed a copy of my resume. I also would like to make additional points regarding my experience as related to the energy industry. They are:

- In my resume, I mentioned Pennsylvania's Alternative Energy Development Program (AEDP). The Commonwealth of Pennsylvania's Department of Community and Economic Development awarded us ten million dollars specific to energy-related investments.
- We at Ben Franklin Technology Partners have had our AEDP in place for over 3-1/2 years now. Through this program, we invest in early-stage companies with innovative energy-related technologies. We currently have seventeen early-stage companies in our Portfolio, and ten of them are my direct clients.
- Under our AEDP, we also offer grants to universities, who, in turn, provide technical support to manufacturers in sustainability and improved energy efficiency efforts. We currently have sixteen manufacturing companies in our portfolio, and four of them are located here in the Lehigh Valley.
- Very early in my professional career, I worked as a process engineer for a company called Kaiser Engineers, and we did energy-related work for the Electric Power Research Institute.

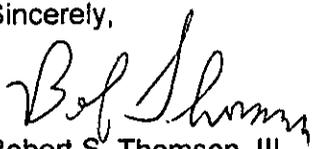
Over my 26+ year career at Ben Franklin Technology Partners, I have had the pleasure of working with a diverse group of entrepreneurs and companies. I also have made numerous presentations to our Board here at Ben Franklin. So, I think that I fit very well with your criterion – "have experience and enjoy working with eclectic personalities and divergent interests." I also understand the expectations for a Board member, having been on an

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international board of directors (National Business Incubation Association, a non-profit organization) for six years and currently serving on a local non-profit board (Center for Humanistic Change) for seven years now.

If you need any additional information, please contact me by telephone (610-758-5262) or e-mail ([rthomson@nep.benfranklin.org](mailto:rthomson@nep.benfranklin.org)). I look forward to hearing from you.

Sincerely,



Robert S. Thomson, III  
Regional Manager, Lehigh Valley

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## *Robert S. Thomson, III*

**Ben Franklin Technology Partners of Northeastern PA**

116 Research Drive ♦ Plaza Level ♦ Bethlehem, PA 18015-4731

Telephone: (610) 758-5262 ♦ E-Mail: [rthomson@nep.benfranklin.org](mailto:rthomson@nep.benfranklin.org)

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### **PROFESSIONAL PROFILE**

Business leader with over twenty-five years experience in technology-based economic development. Primarily helped develop early-stage, technology-oriented companies through investment of funds from Pennsylvania's Ben Franklin Challenge Grant and Alternative Energy Development Programs and management of technology incubator operation. Also assisted manufacturing companies apply new technology and business practices and helped in the set-up of a community-wide infrastructure that fosters a favorable business environment for high growth technology firms. Have extensive experience in budget management and preparation and review of business and strategic plans.

### **EXPERIENCE**

**Ben Franklin Technology Partners    Bethlehem, PA    January 1986 to Present  
of Northeastern PA**

***Regional Manager, Lehigh Valley*** (2000 to Present)

- Led effort to prepare proposal to Ben Franklin Technology Development Authority for funding from Pennsylvania's Alternative Energy Development Program.
- Develop and maintain a portfolio of company clients based in the Lehigh Valley and assist them in obtaining investment funding from the Ben Franklin Technology Authority programs and other sources, including venture capital groups, angel investor networks, and the federal Small Business Innovative Research programs.
- Member of a portfolio group that selects companies for funding from the Ben Franklin programs.
- Prepare and implement a strategy for the Lehigh Valley portion of Ben Franklin's northeastern Pennsylvania territory.
- Managed the review process for business plans and investment proposals submitted by company clients.
- Oversaw development of new loan documents for investments with early stage firms and manufacturing companies; also devised a warrant option and prepared valuation guidelines as related to investments with early stage firms; designed a risk assessment scoring system for evaluation of early stage technology companies.
- Organize and present investment deals to Board of Directors; annual investments total 2.5 million dollars; total annual budget for Ben Franklin is approximately five million dollars.

***Manager, Entrepreneurial Programs*** (1987 to 2000)

- Managed Ben Franklin TechVentures (***formerly the BFBIC, it was the 2001 recipient of the National Business Incubation Association's Randall M Whaley Incubator of the Year Award***)
- Developed and maintained a portfolio of early stage technology companies, both at the incubator and in the Lehigh Valley region, and assisted them in obtaining investment funding (*approximately one million dollars annually*).
- Created and worked with an advisory board to provide business assistance to company clients.
- Managed an annual incubator operation budget of approximately \$300,000.

***Manager, Product Development Projects*** (1986 to 1987)

- Linked companies with technical assistance resources at Lehigh University.
- Helped market Ben Franklin programs throughout northeastern Pennsylvania.

***Regional Representative, in concert with other Economic Development Organizations***  
(1993 to Present)

- Technology Loan Groups I and II – A corporate committee, in a joint effort with Lehigh Valley Economic Development Corporation, Lehigh Valley Industrial Park, and the City of Bethlehem, to oversee the operation of the John M. Cook Technology Center complex, which currently houses four technology companies (annual budget of \$980,000).
- Lehigh Valley-based Angel Network – In partnership with the Small Business Development Center and several high net worth individuals, formed this network in 2002; group has evolved into the Lehigh Valley Angel Investors.

**Bethlehem Steel Corporation**                      **Bethlehem, PA**                      **1979 to 1985**  
***Research Engineer***

**Kaiser Engineers**                                      **Oakland, CA**                      **1977 to 1979**  
***Process Engineer***

**EDUCATION**

***MBA, Business Administration, Lehigh University, Bethlehem, PA***  
***MS, Mineral Processing, Pennsylvania State University, University Park, PA***  
***BA, Natural Sciences, University of Pennsylvania, Philadelphia, PA***

***Member of Beta Gamma Sigma***  
***Completed Karrass Seminar on Effective Negotiating***

**OTHER WORK-RELATED AND REGIONAL ACTIVITIES**

***Pennsylvania Angel Network – Treasurer of this facilitator for angel networks***

***Leadership Lehigh Valley – Class of 2005***  
Organization for encouraging participation in community activities.

***National Business Incubation Association, Athens, OH – Board of Directors***  
Elected to two three-year terms (1991-97); served as Secretary, Treasurer, Vice Chairman, and Chairman; this an international non-profit organization, which provides services to business incubators, has an annual budget of \$1.5 million.

***Center for Humanistic Change, Bethlehem, PA – Board of Directors***  
Lehigh Valley-based non-profit organization for prevention activities, as related to alcohol, drugs, tobacco, and other substances of abuse; recently completed four years as Board President



## Methodology

Following a multi-faceted recruitment effort by SEF, resumes of applicants for Board membership were forwarded to the consultant. Consultant contacted applicants to schedule--at their convenience--a telephone interview approximately 30 minutes in length. Each applicant was evaluated according to SEF Priorities, based on the interview, their resume and cover letter (if applicable). A supplemental outreach was conducted near the close of the application period. This included contacting the region's three major Chambers of Commerce, Ben Franklin Technology Partners, and the Manufacturers Resource Center of Northeastern PA to stimulate additional interest.

The project was completed in three phases as follows:

### Phase 1: INTRODUCTORY

- Contact applicants and schedule interviews
- Greetings, introductions and overview of SEF
- Determine continued interest of candidate
- Confirm residency/workplace requirement (PPL service area)
- Ascertain how candidate learned of opening (most frequently mentioned was the "Business Journal", second was "I received an email")

### Phase 2: QUESTIONS, RESPONSES AND WRAP-UP

- Pose twelve broad questions paralleling the thirteen (13) categories in SEF's three (3) Priority Areas.
- Intersperse targeted and followup questions with broad ones to clarify and elaborate
- Give candidate opportunity to provide additional information or ask questions
- *Wrap-up interview with verbal commitment that applicant will be provided closure in one of the following forms:*
  - a. Applicant called for interview.
  - b. Applicant not called for interview, thanked for interest, and notified to apply for future openings if desired.
  - c. Applicant not to be interviewed at this time, but may be considered at a later date. Application remains active for one year.

### Phase 3: INFORMATION PROCESSING AND PRESENTATION

- Complete written highlights of interview
- Complete TELEPHONE INTERVIEW scoring matrix which mirrors SEF Board Interview Scoring Matrix
- Submit all to SEF President/CEO



**SUSTAINABLE  
ENERGY FUND**  
of Central Eastern Pennsylvania

**Board of Directors Meeting  
Teleconference**

**February 27, 2013  
9:00 a.m.**

**Present:**

Andrew Stein, Board Chairman  
Daniel Griffiths  
Kenneth Mickens  
Alan Roman  
Bernard Zavatone

**Also Present:**

Jennifer Hopkins, President

Mr. Stein called the meeting to order.

Mr. Stein reminded the Board that Mr. Robert Thomson had been vetted during the Executive Session of the January Board meeting. However, a formal vote needs to occur during the Board meeting. Ms. Hopkins advised the Board that Mr. Robert Thomson would fill the seat of Mr. Alan Roman. Mr. Stein asked for any comments or discussions. None were provided.

A motion (Griffiths, Mickens)

**RESOLVED** to recommend to the PUC that Mr. Robert Thomson fill the Board of Directors to be vacated by Mr. Alan Roman.

Passed by voice vote (4-0-1) Mr. Zavatone abstained.

Prior to the next item for discussion, Mr. Mickens and Mr. Griffiths recused themselves and dropped off the call at this point as each had a conflict of interest related to PPL Electric's Phase II EE&C Plan.

Ms. Hopkins provided updated information on PPL Electric's Phase II EE&C Plan. The PUC requested that each electric distribution company provide a plan for EE&C measures for Phase II of Act 129. SEF has read PPL's plan, asked questions, provided testimony and filed briefs. An Administrative Judge will not be making a decision on this as it will go in front of the full Commission.

A motion (Zavatone, Roman)

**RESOLVED** to accept SEF staff's recommendation to participate in the PPL Electric's Phase II EE&C Plan.

Passed by voice vote (3-0-0)

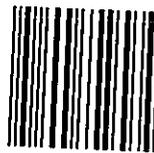
The meeting was adjourned.

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**DISAPPROVED**



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Rosemary Chiavetta,  
 Secretary, PA PUC  
 Commonwealth Keystone Building  
 400 North Street  
 Harrisburg, PA 17105-3265

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