

1. ZEEVIC Legislative Basis & Requirements

The 2011 session of the Maryland General Assembly adopted, and Governor O'Malley signed into law, Senate [Bill 176, Chapter 400 Acts of 2011](#), which established an Electric Vehicle Infrastructure Council (Council). In July 2019, Maryland [House Bill 1246](#) expanded the membership and responsibilities of the Council to include zero emission vehicles (ZEVs) and fuel cell electric vehicles. To reflect the expanded responsibilities of the Council, it was renamed the Maryland Zero Emission Electric Vehicle Infrastructure Council (ZEEVIC). In March 2020, Maryland [House Bill 232](#) altered the membership of the Council and reporting requirements. As amended, this law requires the Council to:

- 1 Develop an action plan to facilitate the successful integration of zero emission electric vehicles into the State's transportation network.
- 2 Assist in developing and coordinating Statewide standards for streamlined permitting and installation of residential and commercial electric vehicle charging and hydrogen refueling stations and supply equipment.
- 3 Develop a recommendation for a Statewide electric vehicle charging and hydrogen refueling infrastructure plan, including placement opportunities for public charging and hydrogen refueling stations.
- 4 Increase consumer awareness and demand for zero emission electric vehicles through public outreach.
- 5 Make recommendations regarding monetary and nonmonetary incentives to support zero emission electric vehicle ownership and maximize private sector investment in zero emission electric vehicles.
- 6 Develop targeted policies to support fleet purchases of zero emission electric vehicles.
- 7 Develop charging solutions for existing and future multi-dwelling units.
- 8 Develop model procurement practices for light-duty vehicles that include an evaluation of the vehicle lifecycle costs inclusive of estimated fuel cost over the anticipated life of the vehicle.
- 9 Encourage local and regional efforts to promote the use of electric vehicles and attract federal funding for State and local zero emission electric vehicle programs.
- 10 Recommend policies that support zero emission electric vehicle charging and hydrogen refueling from clean energy sources.
- 11 Recommend a method of displaying pricing information at public charging and hydrogen refueling stations.
- 12 Establish performance measures for meeting zero emission electric vehicle-related employment, infrastructure, and regulatory goals.
- 13 Pursue other goals and objectives that promote the utilization of zero emission electric vehicles in the State.
- 14 Submit reports by certain dates regarding the progress on the above items.

The tenure of the Council is currently authorized through June 2026.

2. Membership

A. ZEEVIC MEMBERS

The membership of ZEEVIC as outlined in its originating legislation and subsequently amended, serves to represent a diverse set of interests, perspectives, and responsibilities, including utilities, State agencies, private enterprise, and non-profit EV advocates. ZEEVIC Membership is comprised of the following twenty-seven representatives:

- 1 One member of the Senate of Maryland, appointed by the President of the Senate
- 2 Two members of the House of Delegates, appointed by the Speaker of the House
- 3 The Secretary of Transportation or the Secretary's designee
- 4 The Secretary of Planning or the Secretary's designee
- 5 The Secretary of the Environment or the Secretary's designee
- 6 The Secretary of Commerce or the Secretary's designee
- 7 The Executive Director of the Technical Staff of the Maryland Public Service Commission or the Executive Director's designee
- 8 The Director of the Maryland Energy Administration or the Director's designee

The following members appointed by the Governor:

- 9 One representative of an institution of higher education in the State with expertise in energy, transportation, or the environment
- 10 Two representatives of the Maryland Association of Counties, including:
 - a. A representative who resides in a rural region of the State;
 - b. and a representative who resides in an urban or suburban region of the State
- 11 Two representatives of the Maryland Municipal League, including:
 - a. A representative who resides in a rural region of the State;
 - b. and a representative who resides in an urban or suburban region of the State
- 12 One representative of an electric vehicle driver advocacy organization
- 13 Three representatives of electric companies in the State
- 14 One representative of a plug-in electric drive vehicle manufacturer
- 15 One representative of a manufacturer of plug-in electric drive vehicle charging stations
- 16 One representative of manufacturers of fuel cell electric vehicles
- 17 One representative of manufacturers of fuel cell electric vehicle infrastructure equipment
- 18 One representative of fleet vehicle operators
- 19 One representative of electrical workers
- 20 Two representatives of the environmental community
- 21 One public member with expertise in energy or transportation policy

22 One representative of a new vehicle dealer association in the State

In addition to the designation of these members, the legislation also provides that the Governor designates the chair or co-chairs of the Council, and the Department of Transportation provides staff support to the Council with the assistance of the Maryland Energy Administration and Maryland Public Service Commission.

B. MEMBERSHIP CHANGES

Regarding changes in designated representatives, or Governor appointees:

- Designated representatives serve at the discretion of their designating member
- The Governor's appointees serve at the discretion of the Governor
- General Assembly appointees serve at the discretion of the General Assembly

Regarding vacancies:

- Filling vacancies will require coordination with the appointing entity, and MDOT.

3. Meeting Procedures

A. MEETING SCHEDULE

The Council meets every-other month beginning in January, for a total of six meetings per year. The meetings are held on the Third Thursday of the month, unless otherwise announced, and are held at the Maryland Department of Transportation headquarters in Hanover, Maryland. Additional meetings may be called by the Council.

B. OPEN MEETINGS ACT COMPLIANCE

Maryland's Open Meetings Act is a statute that requires many State and local public bodies to hold their meetings in public, to give the public adequate notice of those meetings, and to allow the public to inspect meeting minutes. The Act permits public bodies to discuss some topics confidentially.

The Council is committed to assuring public participation and stakeholder involvement in all the Council's activities through numerous programs that encourage public participation and public responsibility in order to achieve Maryland's electric vehicle goals. Time is allotted during each full Council meeting for attendees to address members of the Council with comments.

ZEEVIC's annual meeting schedule, agendas, meetings materials, minutes, and historic reports can be found here:

http://www.mdot.maryland.gov/newMDOT/Planning/Electric_Vehicle/About_the_Council.html

C. WORKING GROUPS

The Council has three, informal Working Groups: Legislative, Communications, and State Agencies. Each Working Group is led by a Chair who sets the meeting schedule and meeting agendas. Working Group Chairs, members, and technical advisors are named by the Chair of the Council with advice from staff and Council Members. Every effort is made to have a balance of stakeholder perspectives represented in the Working Groups. Working Groups are comprised of members of ZEEVIC or their designees.

The Working Groups are not required by law and do not constitute a quorum of ZEEVIC. Information flows from the Working Groups to the Council for review. Working Group Chairs give reports at each Council meeting.

Working group meetings are generally held every other month on the alternate months from full Council meetings, for at least 6 meetings per year.

Additional Working Groups may be created at the discretion of the Chair.

4. Council Actions and Responsibilities

A. COUNCIL RECOMMENDATIONS

I. *Consensus Basis*

The responsibilities of the Council include making recommendations on a number of electric vehicle issues within the state. The Council's process for arriving at these recommendations is consensus driven and all efforts should be made to strive towards a consensus position on any particular issue.

II. *Conflict of Interest Avoidance*

State Agencies and other stakeholders may be required to abstain from supporting certain recommendations or actions in order to avoid conflicts of interest. Should that occur, when issuing a recommendation or taking an action, the Council will note that the recommendation is on behalf of ZEEVIC, and that the State Agency, or other member is abstaining from the decision. In instances where more than one Council member has a conflict of interest, ZEEVIC may refrain from issuing a recommendation or taking an action.

B. MEMBERSHIP RESPONSIBILITIES

Council members are expected to attend the full Council meetings and to participate in any Working Groups to which they were appointed. A minimum attendance of 50 percent of full Council meetings in a calendar year is required of Council members. With six meetings per year, attending three meetings meets the minimum threshold. Attendance may be in person, or by phone or teleconference, which is made available for each full Council meeting. Failure to attend at least 50 percent of full Council meetings may result in a recommendation by the Council for removal or replacement.

All meetings of the full Council are public meetings and operate under the Open Meetings Act. Every effort is made to share information about meeting dates, agendas, and supporting information well in advance of the meeting. Although it is necessary to work on Council-related items between meetings, typically less than one hour per week of time is necessary. Meeting minutes will be posted on the ZEEVIC website after adoption by the Council.

State agency staff who attend Working Group or full Council meetings are expected to relay relevant information to the appropriate staff at the agency.