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# ENERGY EFFICIENCY ADVISORY COUNCIL (EEAC) MEETING

DECEMBER 9, 2014



# MEETING AGENDA



- ▶ **11:45-12:00 Pick up lunch & Find seats**
- ▶ **12:00 Welcome, Agenda review**
- ▶ **Part 1 - 12:15 Review of the EEAC Assessment**
- ▶ **Part 2 - 1:00 Governance / Assessment recommendations**
  - 1:30 Development of the 2015 Priorities
- ▶ **1:45 Break (15)**
- ▶ **Part 3 - 3 year planning process – Engagement Plan**
  - 2:00 Overview of the 2016-2018 planning
  - 2:30 Topics for 2016-2018 Planning
- ▶ **3:40 Next Steps (20)**
- ▶ **4:00 Public comment**
- ▶ **4:20 Adjourn**

# ASSESSMENT – EEAC ROLE

Recommendation	Timeframe:	Dec?
Clarify EEAC roles and responsibilities, generally, and specific to: <ol style="list-style-type: none"> <li>1. Planning process</li> <li>2. Implementation review and ongoing council activities</li> <li>3. Implementation when PAs are meeting goals</li> <li>4. Implementation when PAs are not meeting goals</li> </ol>	Short-term for planning process Long-term for other roles	Y
Develop stepwise process for addressing underachievement of goals	Long-term	N
Define role and purpose of "senses of the council"	Long-term	N

# ASSESSMENT – EEAC/EXCOM STRUCTURE

<b>Recommendation</b>	<b>Timeframe:</b>	<b>Dec?</b>
Orientation for new councilors	Short-term	Y
Develop behavior groundrules and process for councilor replacement	Short-term	Y
Set up formal process for periodic review of ExCom membership, consider fixed terms and an additional C&I and resi seat	Short-term	Y

# ASSESSMENT – EEAC CONSULTANTS



Recommendation	Timeframe:	Dec?
DOER and council provide clearer direction to consultants and more proactively manage their areas of focus	Short-term	N
Ensure consultants are not lobbying individual councilors on positions	Short-term	N
Improve working relationship with PAs	Ongoing	N
Resolve data issues	Ongoing	N
DOER and ExCom intervene to resolve as many PA/Consultant conflicts outside of full council mtgs	Immediate	N
Council should conduct detailed evaluation of consultant prior to next bid process	Long-term	N

# ASSESSMENT – PROGRAM ADMINISTRATORS

<b>Recommendation</b>	<b>Timeframe:</b>	<b>Dec?</b>
Resolve data issues	Ongoing	N
Improve working relationship with consultants	Ongoing	N
Better manage PA participation in ExCom and Council mtgs	Ongoing	N

# ASSESSMENT - DOER



<b>Recommendation</b>	<b>Timeframe:</b>	<b>Dec?</b>
Ensure sufficient admin support	Not easily addressed	
DOER weigh in on positions at EEAC and ExCom as councilor, separate from facilitator		
Consider hiring an independent facilitator to run EEAC mtgs and provide coaching on ExCom mtgs	Short-term	Y

# ASSESSMENT – EEAC MEETINGS (1/2)

Recommendation	Timeframe:	Dec?
Clearly identify voting and non-voting members on table cards and seating arrangement	Immediate	N
Allow voting members to speak first	Not recommended	N
Allow for more free-flowing discussion during brainstorming, more time for discussion	Short-term	N
Revisit EEAC schedule during planning and implementation phases	Short-term (planning) Long-term (implementation)	Y
Consider 3.5 hour morning meetings		



# ASSESSMENT – EEAC MEETINGS

## (2/2)

Recommendation	Timeframe:	Dec?
Agenda: reduce topics, include clear description of the purpose of the topic, identify any important discussion questions, and identify what action is needed by council		
Remove general updates and data from meetings and provide in writing or webinars	Not recommended	
Clarify expectation of councilors to review material ahead of EEAC meeting and come prepared	Ongoing	
Cut presentation times in half		
Post all council materials on website 4-5 business days before meetings, no more emails from multiple people	Immediate	N
Sound system for room and consider different room	Not easily addressed	

# ASSESSMENT – EXECUTIVE COMMITTEE

Recommendation	Timeframe:	Dec?
Delineation of ExCom members in seating arrangement	Not recommended	N
ExCom members get priority to speak first	Immediate	N
More detailed agendas with topics, times, objectives/questions distributed 3-4 days in advance of mtg	Immediate	N
More general meeting notes, not transcripts	Immediate	N
Approve mtg minutes at ExCom mtgs not Council mtgs	Not recommended	N
Firmer facilitation	Ongoing	N

# GOVERNANCE: EXECUTIVE COMMITTEE



## ► **Current Executive Committee Seats**

- DOER (Council Chair) – Tina Halfpenny
- Attorney General – Donald Boecke
- Environmental community – Amy Boyd
- Low income (and Residential?) – Elliot Jacobson

## ► **Proposed Additional Seats**

- Residential?
- C&I
- Formalize definition of PA as ex-officio member

## ► **Nominations?**

# DRAFT GROUND RULES

A large, stylized graphic of the letters 'MA' is positioned in the upper right background. The 'M' is light gray and the 'A' is light green. A thin horizontal line is located below the title.

**The purpose of these Ground Rules is to establish agreed-upon standards of professional conduct for Council voting members, non-voting members, and other attendees that participate in Council meetings.**

# 2015 PRIORITIES DISCUSSION



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## Reminder of 2014 Priorities:

- ▶ **Design and develop a statewide database.**
- ▶ **Achieve C&I savings and benefits goals.**
- ▶ **Improve customer access to and use of energy efficiency programs**
- ▶ **Plan for the 2016-2018 Three-Year Plan**

# RECAP FOR JANUARY MEETING

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## VOTES IN JANUARY:

- ▶ **Ground Rules**
- ▶ **Executive Committee**
- ▶ **2015 Priorities**
- ▶ **Consultant Work Plan and Budget**



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# 15 MINUTE BREAK

# PLANNING SCHEDULE



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See handout



# CROSS CUTTING TOPICS (15 MIN)

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- ▶ **Program Penetration**
- ▶ **Participation counts**
- ▶ **Savings and cost profile by initiative**
- ▶ **Lost Opportunities: EM&V findings**
- ▶ **Technical feasibility/Economic feasibility**
- ▶ **Annual vs. Lifetime savings**
- ▶ **Demand savings**
- ▶ **Meeting structure**
- ▶ **Performance Incentives**
- ▶ **Defining Goals and Setting Budgets**

# BREAKOUT SESSIONS



## ► Break outs: C&I, Residential, and Multifamily/Low Income

- Objectives for subgroups – deliverables (5mins)
- Review topic list from DOER (10mins)
- Add to list of topics (10mins)
- Councilors vote with sticky dots (6/councilor) on topics (15mins)
- Report out on topic areas from each corner (15mins)

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# 2015 EEAC PRELIMINARY TIMELINE

- ▶ 12/9: EEAC Planning
- ▶ 1/13: EEAC
  - Excom/Governance
  - Database
  - Set criteria for plan goals (draft from Excom)
  - Priorities 2015 (draft from Excom)
  - Consultant Work Plan/budget
- ▶ 1/20: EEAC/Public comment
- ▶ TBD - Workshops (2)
- ▶ 2/10: EEAC
  - 2/24: EEAC (added)
    - 2014 Results
    - Cross cutting issues
    - Priorities 2016-2018 (?)
  - Database (due 2/23)
  - 3/3 : Workshops (2)
  - 3/10 EEAC
    - Cross cutting issues
    - Planning – Consultant Assessment
    - Priorities 2016-2018 (?)
  - 3/17 Workshops (2) (added)
  - 4/14 EEAC (scheduled)
    - Planning
  - 4/30 Draft DUE



# OTHER NEXT STEPS



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- **Facilitation Needs**
  
  
  
  
  
  
  
  
  
  
- **Consultant 2015 Work Plan**



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# PUBLIC COMMENT