

**MASSACHUSETTS ENERGY EFFICIENCY ADVISORY COUNCIL
DEMAND REDUCTION SUBCOMMITTEE CHARTER
APPROVED BY THE EEAC AT ITS FEBRUARY 17, 2016 MEETING**

I. Overall Role and Responsibilities

As stated in General Laws Chapter 25 Section 22, “[t]he Council shall, as part of the approval process by the department, seek to maximize net economic benefits through energy efficiency and load management resources and to achieve energy, capacity, climate and environmental goals through a sustained and integrated statewide energy efficiency effort. *The council shall review and approve demand resource program plans and budgets*, work with program administrators in preparing energy resource assessments, determine the economic, system reliability, climate and air quality benefits of efficiency and load management resources, conduct and recommend relevant research, and recommend long term efficiency and load management goals to maximize economic savings and achieve environmental goals. Approval of efficiency and demand resource plans and budgets shall require a two-thirds majority vote.” [emphasis added]

The Demand Reduction Subcommittee, as a subcommittee of the Energy Efficiency Advisory Council (“Council”), will provide a mechanism for Council members to engage within the limits set by the Council by-laws and the overall statutory framework of the Green Communities Act on consultant oversight and other matters described below.

It will be the responsibility of the Demand Reduction Subcommittee to provide input and feedback to the Program Administrator-managed Demand Savings Group (“DSG”) as it seeks to establish the specific scope, tasks and timelines for the report it must file with the Department of Public Utilities on or before March 31, 2016. It will also be the Subcommittee’s responsibility to provide input and feedback on the framework of analysis and milestones for analytic results and program development through March 31, 2017. The delivery of this report and the establishment of this Demand Reduction Subcommittee of the Council are consistent with the Council’s mandate to review and approve demand resource program plans and budgets in accordance with General Laws Chapter 25, Section 22(c).

II. Responsibilities

- Provide input and feedback to the Program Administrators on demand reduction goals, program design, priorities for development and implementation, and high-level deployment schedule.
- Lead early interaction with Program Administrators to provide input, make inquiries, offer guidance, and provide other feedback reflecting the views, priorities and concerns of the Council and to set subcommittee expectations for the Program Administrator-managed DSG.
- Act as a sounding board for Council on electric and gas demand savings and demand reduction opportunities and strategies.
- Make recommendations and report to the full Council on actions and activities of the Program Administrator- managed DSG, as well as the Subcommittee.

- Collaborate and inform the completion and delivery of the Program Administrator-managed DSG Report that will set out the specific scope, tasks, and detailed timelines for the DSG due to be filed with the Department of Public Utilities on or before March 31, 2016 as directed in its Order for D.P.U. 15-160 through D.P.U. 15-169.
- Provide forum for ongoing interaction with PAs on evaluation of demonstrations and development of demand reduction programs.

III. Meetings

The Demand Reduction Subcommittee will meet bimonthly, but will have two meetings before March 31, 2016.

Meetings shall adhere to the requirement of the Open Meetings Law, including the requirement that notice of a meeting be filed with the Secretary of State and a copy of the notice be posted in the Executive Office for Administration and Finance at least 48 hours before the meeting.

An agenda of the specific items to be reviewed at any Demand Reduction Subcommittee meeting will be circulated in advance to all Council members (voting and non-voting) as early as is reasonably practical in the circumstances.

IV. Members

The Demand Reduction Subcommittee is comprised of up to six members, four of whom shall be elected by the Voting Members of the Council:

1. Five Voting Councilors or their designees:
 - a. DOER, acting as the Council Chair
 - b. Attorney General
 - c. [elected by Voting Members]
 - d. [elected by Voting Members]
 - e. [elected by Voting Members]
 - f. [elected by Voting Members]

Representatives of the Program Administrators are expected to attend.

The Demand Reduction Subcommittee will provide opportunities in its meetings for other Council members who are not members of this Subcommittee to express their views on the topics the Demand Reduction Subcommittee is considering.

V. Member Nominations and Term Limits

Members (a) and (b) above shall maintain their position on the Demand Reduction Subcommittee without nominations or voting.

Potential members that represent (c), (d), and (e) above may self-nominate or be nominated by another Voting Councilor. The Council shall vote to select each member in accordance with Articles 7 and 8 of the Council By-laws. Once elected, members serve a term that will expire on March 31, 2017, one year from the date of the Report's submission.