



## **EXECUTIVE COMMITTEE MEETING MINUTES**

**Wednesday, February 3, 2016**  
100 Cambridge St, 10<sup>th</sup> Floor  
Boston, MA 02114

**Executive Committee Attendees:** Donald Boecke (for Maura Healey), Amy Boyd, Betsy Glynn, Judith Judson, Emmett Lyne, Richard Malmstrom

**Non-Executive Committee Attendees:** Eric Belliveau, JoAnn Bodemer, Ian Finlayson, Jonathan Goldberg, Frank Gundal, Elliott Jacobson, Craig Johnson, Paul Johnson, Jerrold Oppenheim, Alex Pollard, Lisa Shea, Steve Venezia, Carol White, Arah Schuur

### **1. Welcome and Introductions**

Judson welcomed everyone at 2:40 PM.

### **2. PA Quarterly Report Format**

Judson began by noting that the consultant team (C-Team) was asked to review the format and content of the PA Quarterly report format and to propose some modifications that are in-line with the new three year plan and the Council priorities.

Belliveau noted that the C-Team reviewed what had been done in the past for the reports and that they also looked at what Councilors had indicated they wanted from the reports. He noted that the C-Team checked in with the PAs for input and initial thoughts on some proposed revisions and indicated that the PAs did not have any strong reservations about the proposed changes. Belliveau emphasized that major goal of the new format was to include quantifiable reporting metrics on program progress and make the report easier to read. He indicated that the next step would be to bring this format to the Council at its February meeting to gain additional feedback. Lastly, Belliveau noted that after the February meeting the C-Team would work with the PAs Planning and Analysis Group (PAG) to work out any issues and to finalize the format.

Malmstrom indicated support for the changes in the format that would make the report easier to read, especially as it relates to EM&V given that there is a lot of information on those and it is a challenge to produce, read, and digest them.

Lyne noted that the PAs were looking forward to continue working with the C-Team on the report format and also emphasized that the goal should be to make these reports as user friendly as possible.

### **3. Demand Savings Group & Council Subcommittee**

Judson began by reiterating that demand savings is a high priority for the EEA Secretary, DOER and the Council. She noted that DOER would be proposing an EEAC subcommittee on Demand so that Councilors with a strong interest in the topic can make sure they are involved. She also noted that DOER has received approval for \$1.5 million per year for the next three years to spend on demonstration projects for demand reduction. She indicated that this could be used to demonstrate value in projects so that they can eventually be rolled into the energy efficiency programs. Lyne noted that he was very excited about that piece of information.

Schuur outlined the proposal for the creation of the subcommittee. She noted that the subcommittee would be chaired by DOER and would consist of a small group of councilors, representatives from the PAs, and the C-Team. She also noted that it would operate under open meeting law and that they mapped out the schedule for a year, with an option of extending it if warranted. She noted that the subcommittee would be responsible for working with the PAs group to understand what the PAs would be including in their March 31 report to the DPU. Following the filing of that report, the subcommittee would switch to meeting bi-monthly to check in on milestones and provide feedback. Lastly, she noted that the idea is that the subcommittee would work with the PAs to bring any ideas that are well thought out to the full Council. Lyne indicated that the PAs were receptive to this idea despite some early reservations.

Boyd noted that this would be a good venue for Councilors who are interested in the topic to discuss it without taking over entire full Council meetings. Glynn asked if there was an optimal size for this subcommittee. Venezia noted that because there is an aggressive time schedule, it would be best if it were small so that it can be nimble. Boyd added that the principle is not to have it be size-limited, but to have members of the Council that are very interested in it and feel they have something of value to offer. Johnson expressed concern that the subcommittee would be size-limited and noted that it in no way should limit Councilor participation.

The sense of the executive committee was that the proposal to create a subcommittee to the demand savings working group was ready to bring to the full Council. Judson noted that DOER would work on taking feedback and have a draft of the charter for the subcommittee for the February Council meeting.

Boyd suggested that because there is a tight time schedule, the subcommittee, assuming it is established, should have its first meeting in February. She noted that some level of pre-planning will be required to make that happen. Schuur noted that she would work with Venezia to make sure that a meeting could be set up.

### **4. Schedule Change for May Meeting**

Judson noted that the scheduled May meeting falls on the same day as the 150<sup>th</sup> Restructuring Roundtable. She noted that many Councilors, as well as usual attendees, might want to attend the roundtable. She suggested that the May meeting be rescheduled to Wednesday May 25<sup>th</sup>. The executive committee members had no opposition to this suggestion.

## **5. February 17<sup>th</sup> EEAC Meeting Agenda**

Pollard previewed the proposed agenda for the February EEAC Meeting. The proposed agenda is as follows:

1. Informal session for councilors interested in residential topics with presentations from the PAs and the C-Team
2. Public comment
3. Council updates, to include DPU Order and meeting minutes approval
4. Fourth Quarter Report, to include a presentation from the PAs, a follow up presentation from the C-Team, and Council discussion
5. Discussion on the proposed new quarterly report format
6. Residential customer profile, with a presentation from the C-Team on the EM&V study, as well as shared thoughts from the PAs and discussion from the Council
7. Demand Savings Group and establishment of a subcommittee, to include voting on subcommittee membership

Johnson reiterated his concern about limiting the participation of the subcommittee by voting in only a select number of Councilors. Venezia noted that it is entirely possible that only a few Councilors wish to be on the subcommittee, which would alleviate Johnson's concerns.

Lyne asked the executive committee how they would like the PAs to shape the conversation for the information residential topics session. Belliveau noted that the C-Team would have a short slide deck prepared.

Belliveau noted that the C-Team was being tasked with giving a follow up presentation on the PAs Q4 report. He noted that the C-Team would need some information from the PAs so that they could do this and asked Lyne when they might have something. Lyne noted that they would certainly get them something soon, even if it were in draft form.

## **6. Adjournment**

Judson adjourned the executive committee at 3:57 PM.