



## **EXECUTIVE COMMITTEE MEETING MINUTES**

**Wednesday, January 6, 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:** Tony Barletta, Eric Belliveau, JoAnn Bodemer, Ian Finlayson, Frank Gundal, Elliott Jacobson, Paul Johnson, Kristin Kelleher, Arah Schuur, Lisa Shea, Steve Venezia, Alissa Whiteman

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

Judson welcomed everyone and reviewed the agenda.

### **2. EEAC 2016 Priorities Document**

Judson provided the following background: In November and December 2015, the Council provided input on five priorities for 2016. DOER then worked with two ExCom members, Betsy Glynn and Amy Boyd, to draft the document being discussed today. The goal for the meeting is for DOER to be in a position to make any final edits so that the Council can vote on the priorities document at the January 20, 2016 EEAC meeting.

Judson explained that the purpose of the document is to set direction and provide the PAs with a framework for information sharing and reporting to the EEAC, and opened it up for discussion.

Lyne expressed general support from the PAs for the document. He also provided a marked-up version of the document with suggested edits from the PAs and walked through the PA draft.

Key points of a discussion about the PA draft are summarized below.

Priority #3:

- Should the title of the priority #3 say “providing equitable access” as suggested by the PAs? Other attendees, including Judson and Boyd, prefer “improving equitable access” as the document originally stated.

- Should the first sentence use the word “maintain” as suggested by the PAs, or “increase”? Various attendees, including Glynn and Jacobsen, disagreed with the PAs’ suggestion and preferred “enhance” or “optimize.”

Priority #4:

- LED streetlights: PAs questioned whether LED streetlights are a separate reporting item. Judson expressed that they are a priority for the Administration and suggested that DOER collaborate with the PAs to work through complex reporting issues.

Priority #5:

- Should this priority explicitly state that the EEAC address or support activities or technology that results in an increase of electricity use that benefits customers and society?
- Attendees agreed that this wording should be modified, and that the intent of Priority #5 is to recognize that energy efficiency is happening within a larger energy context.

Next steps: DOER will edit the priorities document and provide it prior to the January 20 EEAC meeting.

### **3. EEAC 2016 Meeting Topics**

Judson provided the following background:

- In the EEAC December meeting, there was discussion of the proposed topics and schedule for the first six months of 2016 meetings. The draft meeting topics currently being discussed include adjustments based on that discussion, including switching Residential/Low Income to the February meeting and C&I to the March meeting (to accommodate peoples’ schedules.)
- Although the meeting topics and schedule can adjust during the year, DOER plans on providing “final” topic meeting schedule to the EEAC on 1/20/16 so that PAs, the consultants, and others making presentations can plan ahead. This will not require a vote of the Council.

Judson noted items on the Term Sheet and how they are included in proposed meeting topics:

- innovation is throughout the draft meeting topics
- demand reduction is scheduled for April
- the Contractor Engagement Group will be added as a topic

Johnson would like meeting topics to include connected devices and EM&V, and expressed interest in being part of the EM&V planning process (e.g., through something like the EM&V Summit in 2014.)

Belliveau explained that Ralph Prah, EEAC consultant, and the PAs Evaluation Management Committee work collaboratively to determine the EM&V Plan, including topics and schedule for studies. He also noted that 1) the Strategic Evaluation Plan was shared at a previous EEAC meeting, 2) a summary of changes to programs resulting from EM&V is included in the Plan Year Report, and 3) EM&V is a topic for the May EEAC meeting.

#### **4. Consultants' 2016 Work Plan**

Judson provided the following background: The Council voted to extend Optimal's contract through August 31, 2016 to have continuity during the assessment of the results of the 2013-2015 Three Year Plan. The Optimal team is working on a full plan for their work for January through August 2016 but has prepared a summary document and expected budget for discussion today. The full 2016 workplan and budget (1/1/16 through 8/31/16) will be voted on by the Council at the January 20 EEAC meeting.

Belliveau summarized key features of the work plan:

- Compared to the 2016 work plan, the 2016 work plan includes more emphasis on C&I, less emphasis on planning & analysis.
- The 2016 work plan is intended to reflect Council priorities and the October 2015 EEAC resolution.
- It is broad enough that "trends" can be accommodated.

The ExCom members agreed that the workplan and budget was appropriate to bring to a vote at the EEAC meeting on Jan 20.

#### **5. EEAC January Meeting Agenda**

Attendees reviewed the January EEAC meeting agenda. It was decided that there would be a discussion of Mass Save data from noon-1 pm on 1/20/16 prior to the EEAC meeting on that day.