

## DRAFT

### October 31, 2013 EEAC Executive Committee Meeting Notes

Attendees: Christina Halfpenny (DOER), Matt Saunders (AG), Christina Dietrich (ENE), Elliot Jacobson (LEAN), Paul Johnson (Greentek), Emmett Lyne (PAs), Lisa Shea (NU), Shaela Collins (PAs), Eric Belliveau (Consult), Ian Finlayson (DOER), Lyn Huckabee (DOER)

#### Agenda:

- DPU processes
- Streamlining and Implementation Updates
- Report to the Legislature
- NEEP EM&V Forum
- EM&V Strategic Plan
- Planning Timetable
- November Agenda

#### DPU Process Updates

- (Saunders) The CLF will hold a stakeholder meeting concerning CO2 emissions in November on either the 13<sup>th</sup>, 14<sup>th</sup>, or 15<sup>th</sup>.
- (Halfpenny) Tries to distinguish between the annual report tech session and the AESC tech session.
- (Lyne) Application of the AESC and the plan year report is on a different day – Friday November 8<sup>th</sup>.

#### Streamlining and Implementation Updates

- (Halfpenny) The Council last considered draft resolution in July
- (Belliveau) A new reporting template has been agreed upon by the consultants and PAs that honors DPU processes. They are less clear about the substance that will populate the template.
- (Lyne) The PAs are aiming to report using this template in February but the Council may have to move that meeting back to accommodate the changes.
- (Belliveau) Noted that DOER just published the 2014 days so the Council needs to quickly have a discussion about foreseen changes so they can change it.
- (Halfpenny) Requests a narrative to go with the data-based reporting template.
- (Lyne) Commits to working with Belliveau to create a narrative.
- (Halfpenny) Notes that the Council would need to see it before voting on a resolution.
- [A discussion ensues about the layout of the template]

- (Halfpenny) Inquires about the timing for the template.
- (Lyne) The template is ready today. They can produce the narrative by Monday. [He further explains details of the template]
- (Belliveau) Clarifies that the template will first be used to provide Q4 results to guide the Council's mid-course analysis.
- (Johnson) Inquired about some of the political challenges stakeholders faced in developing this template. Other Councilors explained that this was a new process and its content and purpose required negotiation.
- (Halfpenny) Inquired about timing, stating that a draft resolution needed to go to the Council by Wednesday which may not provide enough time if the complete template is submitted on Monday. After some procedural discussion, the EC decided that they can send the redlined version of the template to the Council and they can notice an additional meeting on Nov 6<sup>th</sup> at the DPU and cancel it if unneeded.

#### Report to Legislature

- (Halfpenny) Because of the lack of internal resources needed to finish the report, she suggests that Optimal take on the responsibility of assembling the materials DOER has collected. They anticipate that this will cost an extra \$10,000 which can likely be worked in to the 2013 EEAC budget but she would like permission to add it to the scope of work in the RFR for subsequent years. She doesn't expect the amendment to change the bid deadline.
- (Saunders) If the task is EEAC related and it will be done by EEAC consultants, then it shouldn't be an issue.
- (Halfpenny) A draft of the report and budget will be ready on November 8<sup>th</sup> and will be brought forward at the November Council meeting. She does not want to address it in December because the report must be filed by EOY 2013 and it will not get adequate attention in December.
- (Finlayson) Would like to submit the report along with the Energy Policy Review Commission report and the ACEEE results.
- (Jacobson) Briefly explained some of the content and process of the EPRC

#### NEEP EM&V Forum

- (Halfpenny) Would like to alert to the EC to the role of the Forum and how it relates to the Council's job of overseeing EE programs because NY is pulling back on its share of the funding which will necessarily place a greater burden on Massachusetts. The EC should be aware of the activities of the Forum to the Council at large. She assures them that she will update as the process progresses.

## EM&V Strategic Plan

- (Halfpenny) The plan is a lot to process but it is an exciting step forward. They need to provide feedback by COB.
- (Johnson) Notified the EC that he sent the plan to HES contractors to provide feedback.

## Planning Timetable

- (Halfpenny) The Council has exactly 18 months before the first draft of the next 3 year plan. She would like the Council to think about what it will need to optimize the upcoming plan. She would like to understand what information they need to gather (not necessarily produce anew) and to start early on priority setting. She asks if it's reasonable to start thinking about these issues before 12/18 in 2013.
- (Lyne) Asked to consult PAs before committing to a timeline because 6 weeks could be a slim window for these larger planning issues.
- (Halfpenny) Suggested a 3 hour EC meeting to hash it out.
- [EC discussion commences on scheduling, deciding on 10:00 AM -12:30 PM on 12/4 while leaving the EC meeting on 11/27.]

## November Agenda

- (Halfpenny) John Messervy of Partners Healthcare will present on how the group deals with energy issues so stakeholders can better understand the needs of this target market. He will deal in high level strategy. She would like 10 minutes each on C&I and Residential Barriers updates.
- (Johnson) requested more time for C&I follow up questions.
- (Halfpenny) Would also like a presentation on the reporting template and to vote on the resolution to adopt it. In addition, the following agenda suggestions were mentioned:
  - Global Warming Solutions Act by DOER and DEP
  - Brief code update (possibly in December)
  - EM&V overview on plan and comments.
  - Tech session updates
  - Resolution on budget addition for legislative report
  - Quick database update.
  - [discussion ensued but no decision was made regarding EPRC report]
- (Halfpenny) For December, consultant RFRs will be distributed on the 4<sup>th</sup> and 2 EC meetings will be held that month to ensure time to discuss properly.