

ENERGY EFFICIENCY ADVISORY COUNCIL EXECUTIVE COMMITTEE

Meeting Minutes, Nov. 6, 2013

Attendees: Tina Halfpenny-DOER, Chair, Christina Dietrich-ENE, Shaela Collins & Emmett Lyne-RichMay (PAs), Eric Belliveau- Council Consultants, Matt Saunders (AG), Steve Venezia and Alissa Whiteman-DOER.

Agenda:

- Timing and content of upcoming Executive Committee and EEAC meetings
- Review and finalize Resolution of the Energy Efficiency Advisory Council, D.P.U. 11-120-A Reporting Streamlining

Timing and content of upcoming Executive Committee (ExCom) and EEAC meetings

The following schedule was agreed to:

- Executive Committee meeting, 11/27/13, 10 am. DOER will provide ExCom members with evaluation criteria scoresheets for evaluating responses to RFR-ENE-2014-008 (EEAC Technical Consultant RFR)
- Executive Committee meeting, 12/4/13, 10 am-12:30 pm. Responses to RFR-ENE-2014-008 will be distributed and reviewed. Candidate interviews will be conducted in December 2013/early January 2014. Candidate(s) will be recommended to the EEAC at the 1/14/14 EEAC meeting.
- EEAC meeting 12/10/13. Agenda will include review of the three-year plan year-end results.
- EEAC meeting 1/14/14. Agenda will include a vote by the EEAC re whether to accept the ExCom's recommendation(s) for selected candidate(s) to RFR-ENE-2014-008.

In light of the above meeting schedule, ExCom members agreed to:

- Extend Optimal Consulting's contract beyond 12/31/13, since selection of the "new" EEAC technical consultant will not happen until the EEAC meeting on 1/14/14.
- Amend dates in RFR-ENE-2014-008 to reflect adjustment in candidate selection date.

Review and finalize Resolution of the Energy Efficiency Advisory Council, D.P.U. 11-120-A Reporting Streamlining

ExCom members discussed, edited, and finalized the draft resolution distributed prior to the meeting. The resolution highlights the importance of monitoring progress toward three year plan goals, and addresses the EEAC voting members' concern that valuable information and data contained in the current Annual Reports could be lost or diminished in the Plan-Year Reports as a result of the Department of Public Utilities' ongoing report streamlining efforts. The resolution sets forth a framework and template for 2014 Plan Updates by the PAs, as well as the expectation that the 2014 Plan Updates will be refined going forward to optimize performance.