

**Energy Efficiency Advisory Council**  
**Energy Efficiency Database Subcommittee Project Charter**

**Objective:** To provide oversight on behalf of the Energy Efficiency Advisory Council (“Council”), for activities regarding the design, development, and implementation of a statewide energy efficiency database (“statewide database”).

**Role:** As a subcommittee of the Council, the Database Subcommittee 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 (“GCA”) on activities focused on the statewide database. Decisions on expenditures shall be made by the full Council, in accordance with the GCA, “[a]pproval of efficiency and demand resource plans and budgets shall require a two-thirds majority vote.”

**Responsibilities:** Provide guidance over the procurement of products and services relating to the delivery of a statewide database; including over the hiring of a consultant, who will be responsible for developing recommended system requirements for the statewide database, facilitating a database working group (including the DPU and PAs among other interested parties), and developing a cost estimate and working timeline for the statewide database. Additionally, the Database Subcommittee will monitor the activities of the database working group; participate in the scoping effort for the statewide database; review the final system requirements for the statewide database to reach a consensus recommendation on a final system design and budget to be submitted to the full Council for its review and approval; as well as provide guidance over the development and implementation of the statewide database.

**Members:** The DOER and the PAs are expected to take active roles in the development of the statewide database. In addition, pursuant to the Three-Year Plan Order, the DPU will participate in the development of the statewide database “[t]o ensure consistency between the development of the statewide database and future energy efficiency performance reports.”<sup>1</sup> Members of the Database Subcommittee include: Department of Energy Resources as Chair of the Council and procurement agent, the Attorney General’s Office, Robert Rio (Associated Industries of Massachusetts), Brad Swing, (City of Boston), Christina Dietrich (ENE), Penn Loh (the Council representative for residential customers), John Howat (LEAN), Eric Winkler (ISO-NE), and PA representation.

**Timeline for the subcommittee:** The Database Subcommittee shall be effective until the statewide database is implemented. The Database Subcommittee shall meet regularly unless decision by the full Council is needed to move forward. The Database Subcommittee shall determine, with agreement from the full Council, when to convene meetings on an as needed basis.

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<sup>1</sup> 2013-2015 Energy Efficiency Plans Order, at 60 (January 31, 2013).