



EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, July 5, 2017
100 Cambridge St, 10th Floor
Boston, MA 02114

Attendees: Eric Belliveau, JoAnn Bodemer, Don Boecke, Amy Boyd, Rachel Evans, Jonathan Goldberg, Craig Johnson, Judith Judson, Emmett Lyne, Richard Malmstrom, Jeremy Newberger, Jerrold Oppenheim, Alex Pollard, Matt Rusteika, Arah Schuur

1. Call to Order

Commissioner Judson, as Chair, called the meeting to order at 2:10 PM.

2. Upcoming Meeting Agendas

August EEAC Agenda

Pollard reviewed the August agenda. He noted that the meeting would be focused on the commercial and industrial (C&I) sector and would feature presentations on the small business program from the PAs and the C-Team as well as some featured case studies. He added that the PAs would also be giving an update on progress through the second quarter and an update on CHP, and that the C-Team would be presenting and seeking approval of its workplan.

September EEAC Agenda

Rusteika began by noting that the meeting would be held at the usual location on the usual date, but that it had been moved from the afternoon to the morning. He noted that the meeting would begin at 9AM and would run to 12PM.

Rusteika indicated that the September meeting would be focused on the residential sector and that potential topics included home energy services (HES), HEAT Loan, a workshop kickoff, and a discussion on the statewide database.

Lyne indicated that his team would be forwarding some suggestions to Rusteika for meeting topics.

Commissioner Judson noted that the HEAT Loan had been funded using federal money but that it ran out. She indicated that state money is now funding the loan, but that remediation measures like knob and tube wiring are no longer eligible for funding. She asked that the PAs keep an eye on how participation might be impacted as a result.

For the statewide database discussion, Boyd suggested that a recap of the DPU history would likely not be a good use of time. She noted that the first thing she would hope to get out of the discussion is an update on what the PAs are currently collecting and doing with the data. She added that she also would like to get a sense of what remains on the list of questions that the DPU had sent back to the PAs.

Lyne indicated that the PAs would start outlining presentations to figure out what they could present on.

3. Consultant Team Workplan and Budget

Belliveau presented a draft of the Council Consultant team's (C-Team) 2017-2018 workplan and budget. He noted that it is heavily focused on supporting the 2019-2021 Plan development. He also highlighted the percentage of overall budget accounted for by each work area: EM&V, planning and analysis, each of the program sectors, and technical services. He concluded by sharing the team's proposed high-level budget.

Newberger noted that there had been a discussion in the Evaluation Management Committee about whether there would be a scaling back of Ralph Prah's time. Belliveau indicated that his allocation of time was similar but that the scope of his work would be much clearer.

Schuur noted that DOER had asked the C-Team to put together a firm budget rather than have it be intentionally underestimated with the option for the C-Team to come back with a budget increase. She added that she felt the C-Team did that and that DOER believed the workplan and budget were ready to be approved.

Bodemer asked if the workplan and budget accounted for the possibility of mid-term modifications. Belliveau indicated that it did in the planning and analysis budget category.

4. Workshops

Schuur noted that they had received consistent feedback that the workshops should be focused on developing high-level strategic directional recommendations rather than on specific implementation recommendations. She reviewed the draft plan for the workshops, which included five initial meetings in the fall. She added that a sixth meeting would be held in the winter after potential studies and other evaluation results come out.

Boyd said it looked good and proposed that they set a date for the sixth meeting.

Boecke asked how long the workshops were going to be. Rusteika indicated that each workshop would run from 9AM to 1PM in the usual Council meeting room.

Malmstrom recommended that a discussion area on HVAC controls be added to the second C&I workshop.

5. Adjournment

Schuur indicated that the Executive Committee would be going into Executive Session to discuss candidates for the role of facilitator in the upcoming workshops. She added that all non-voting Executive Committee members would be asked to leave the room and that the meeting would not regroup following the Executive Session.

Lyne asked that the voting members of the Executive Committee consider the ability to keep people on task as the highest priority when selecting a candidate. Newberger added that the candidate's willingness to follow DOER's direction should also be an important consideration.

Schuur, as Chair, adjourned the meeting at 3:10 PM.