

Notes from 2/27/13 EEAC Ex Comm meeting

- New EEAC Contractor Voting Member Update. The initial selection process is complete. No single contractor received a majority of the votes. There will be a run off election between March 4 and March 8.
- Bylaws – conflict of interest. How should it be handled? Section on voting should be clear that the bylaws indicate recusal when conflicted consistent with state law. Amend bylaws to make it clearer. Reference the law. Number of Councilors and a general update should be made to bylaws. Small group of Councilors to put together a suggestion for April EEAC meeting. What happens with LEAN? Sensitivity for unique LEAN statutory role in implementing programs and as a councilor. Emmett to take a pass at a first draft of Bylaw amendments and share with Jeremy M, Matt S and Elliott-would then be shared with Ex Comm.
 - Per EEAC Bylaws regarding all EEAC committees (that require a review of efficacy every two years), the Ex comm. needs to be reviewed and a determination needs to be made as to whether to continue it.
 - April meeting to have a review of Ex Comm charter and EEAC support for process
- EEAC Consultant Team Evaluation. Intended to be an evaluation of consultant performance to date, including how team served the Council and interacted with PAs and how to improve the process going forward. Matt S. suggested several revisions on survey form. Tina will revise and redistribute. PAs will be asked to submit consensus comments—Elyne will follow up with PAs on this. The draft of the survey form is to be completed for the March EEAC meeting. DOER will tabulate results and provide results anonymously to consultants.
- Website – Consultants have proposed updates to make the EEAC website more intuitive. Limited to 9 categories. No additional costs anticipated in the near term.
 - make sure the content, statutory cites are correct
 - Has to be maintained
 - Add a category for presentations, which is most frequent request. When you hover over a study, a summary will appear.
 - EMV – objectives, scope of work, paragraph on what is in each study.
 - Category of “studies” including AESC and EMV
 - Make sure open meetings are updated
 - Get Councilor updates listed
- Database
 - Council resolution on procurement procedure to be developed to authorize the procurement process for a consultant to facilitate database discussions
 - DOER is EEAC procurement agent; earliest DOER could act is 3 months
 - DOER process needs to be initiated; DOER and ENE are open to finding more expeditious approach
 - PA group actively looking at structure of database and developing PA consensus
 - Monica C looking into possible procurement through PAs
 - PAs are engaged and their thoughts will be forthcoming

- To develop content, access and ownership, Tina sees a third-party consultant facilitating a working group of stakeholders to identify opportunities, challenges, potential venues for housing a statewide database, defining data needs, investigating system requirements and estimating costs based on those requirements
- Jeremy M supports the database, would like to see data housed in right place, have it be scalable, evolve with changing needs, create more efficient process, have consistent categories
- Tina sees the consultant creating a wish list for the data base and then system requirements that can help identify the costs for items on the wish list. She has heard that it is very expensive to make a database fully accessible
- Council to create a database committee to oversee the database working group
- That committee would be the lead for the EEAC database consultant oversight
- Build it and house it in the right place. Tina notes state may not be appropriate forum, for example freedom of information act issues
- High level Council resolution
- Ask the Council for members of the committee
- Resolution to be edited online by Ex Comm
- Capacity savings
 - Eric Winkler wants to know why capacity savings are going down
 - Wants to see that trend change
 - Monica Kachru interested; Elyne will talk w PAS and PAs will follow up with a PA point team
 - Tina to set up conference call
- Top 5 Customers – Accelerated Rebate Pilot
 - PAs drafting a letter to DOER describing selection process
 - 15 or so opted out in electric and gas combined.
 - Unutil had a lot, NEG had none
 - NStar had 1 gas, NGrid had one of each
 - There may be an update on these numbers
 - Conducting a comparison of savings that are produced and the effect on savings/costs
 - Have to see if the projects put forth are going to be cost effective
 - PAs to provide update at next EEAC meeting
- Performance metric tracking
 - What is appropriate reporting approach?
 - Elliot discussed concern about creating additional hurdles when focus has been on simplifying processes. Be careful not to create costly, time consuming reporting that may provide meaningless data
 - PAs developing a straw proposal
 - Proposal to be discussed at the next Council meeting on how it would be done
 - Updates need to be in the first half of the year for metrics that lend themselves to this type of reporting, e.g., deeper savings

- PAs say it depends on each metric as to when they would be reported on.
- Build it into the quarterly report? Or separate presentations?
- Deeper savings metrics can be assessed anytime because not cumulative
- PAs will talk to Penn Loh in the second half of March
- Still not clear from DPU which metrics will be kept
- Management Committees
 - Tina discussed Councilor interest in MCs – mostly residential
 - Councilors seem to be satisfied with C&I
 - Tina stated that MCs should include EEAC consultants participation
 - Emmett said there is an ongoing discussion on optimal manners for consultant/stakeholder engagement stakeholder – idea of more Councilors in MCs has been discussed pro and con. Historically have invited Councilors on certain topics. There are 15 Councilors and that PAs have to get in the field and implement; Don't want open meetings, trying to strike a balance
 - Tina agrees that working groups must be able to work but wants to find some way to better accommodate councilors who want to be more involved
 - Tina observed that the portal for stakeholder process is not great – only have MTAC and public comment process
 - Emmett noted other forums for robust stakeholder process, including Council process (Council made up of stakeholders), work with consultants, appreciative inquiry etc.; that said, there can be improvements and PAs are working on formal stakeholder engagement process for first quarter
 - Tina does not want EEAC meetings to be about program specifics
 - Tina wants additional stakeholder engagement portal process by end of March.
- “Call in” to Ex Comm policy. To be developed.
- DPU wants the EEAC meeting “miked”
- March Draft EEAC Agenda:
 - Database Consultant Resolution
 - Performance Metrics Tracking (PAs to have straw proposal)
 - Consultant Evaluation
 - Website Update (Tina to circulate proposal)
 - Create Database Committee
 - Monthly Dashboard
 - Distribute Consultant Evaluation

In attendance:

ENE: Jeremy McDiarmid, Christina Dietrich

DOER: Tina Halfpenny; Steve Venezia

LEAN: Elliot Jacobson

EEAC Consultants: Eric Belliveau

AG: Matthew Saunders

PA Representatives: L. Shea, EEL, SMC

Boston: Jason Glickel, Chief of Staff, Environmental and Energy Services, City of Boston

Massachusetts Energy Consumers Alliance: Amy Vavak