

## DRAFT

### July 30, 2014 EEAC Executive Committee Meeting Notes

Attendees: Christina Halfpenny (DOER), Matt Saunders (AG), Peter Shattuck (ENE), Amy Boyd (ENE), Elliot Jacobson (LEAN), Paul Johnson (Greentek), Emmett Lyne (PAs), Shaela Collins (PAs), Lynn Westerlind (NGrid), Lisa Shea (NU), Eric Belliveau (Consult), Ian Finlayson (DOER), Steven Venezia (DOER), Lyn Huckabee (DOER)

#### Agenda:

- 2014 Schedule
- Consultant Budget
- EEAC Process Assessment
- Website
- Winter Peak
- August Agenda

Meeting began at approximately 10:00am

#### 2014 EEAC Meeting Schedule

- (Halfpenny) Solicited additions to fill in through the end of the year schedule. She discussed what was already scheduled, including EM&V near-final results in September and innovative C&I approaches in October.
- (Belliveau) Expected a combination of residential and C&I in October, which would make a better foundation for launch of planning period.
- (Shattuck) Requested a discussion on winter peak issues before winter time.
- (Halfpenny) Introduced everyone to Amy Boyd of ENE who was awaiting appointment by the DPU to the Council. She then spoke to the November agenda which included a Q3 report and the launching point for 2016 planning.
- (Lyne) Wasn't comfortable committing to the timeline for 2016-18 planning without speaking to the PAs first. Concerned about distracting from 2014 goals.
- (Belliveau) Reminded the group that the goal in November was to organize prior to 2015 so the Council can approach the year prepared.
- (Halfpenny) Reminded the group that we need some initial planning because the April 2012 draft was a lot of work for all involved but still didn't meet the expectations of the Council.
- (Lyne) Wants to ensure that needs are met; there will be no short form of the next April draft plan.
- (Halfpenny) Added that the Council is much larger than it was in 2012. To acknowledge the concerns about November being too early to start, she suggested that they may be able to take off in December to give the PAs the space they need to finalize 2014 activities.

- (Johnson) Objected to cancelling the Council meeting in December, stating that August was too early to make that decision. (EC generally agreed)
- (Jacobson) Suggested that maybe an EC meeting was all that was needed.
- (Halfpenny) Added that they could revisit the idea of cancelling December in October.
- (Lyne) Noted for scheduling purposes that at least National Grid was planning to request Council resolution on MTM to shift funds from C&I to Residential.
- (Belliveau) Implementation updates will continue in August and wrap up in September.

#### Consultant Budget

- (Belliveau) Offered an update for ½ year. The budget looked good overall but there was a need to shift funds to account for the C&I efforts. Total consultant budget is currently 3% over budget but they expect the fall to warrant less activity. They are taking time away from cross-cutting. There is a potential that they may need \$60k more but he won't know until the Sept EC meeting. He wanted to be sure that they were prepared for the possibility.
- (Halfpenny) Questioned why C&I was under-budgeted in the first place. (Other EC members agreed)
- (Johnson) Requested update on the database discussions.
- (Halfpenny) Updated that the DPU gave the PAs a homework assignment due on Aug 7, stakeholder comments are due by the 21<sup>st</sup>, and then they will get direction from the DPU on next steps.

#### EEAC Process Assessment

- (Halfpenny) Recapped that she suggested a process assessment to the Council in July. She tried taking it on internally in the DOER but we don't have the skills or bandwidth needed to conduct an assessment so she suggested that they hire a consultant. DOER will put together the scope of work which will include subcommittee and working group use, management, among other areas. This consultant will be paid for with the \$300k leftover in the Council budget. EEAC will choose the vendor and the DOER will act as the procurement agent. In the past, consultants who have done this type of work include Miester, Jonathan Raab, and the Consensus Building Institute.
- (Saunders) Is concerned about the transparency of the process. Whatever information is gathered must be public. He had similar concerns with the database discussion.
- (Halfpenny) Would like Saunders to pose that question in candidate interviews. In addition, she was concerned about committing to task 6 in the RFR because she wants to get task 5 done by end of October.
- (Lyne) Was happy to see the RFR in advance. The PAs are concerned about the strategic engagement plan (SEP) and their own bandwidth. The SEP is a new concept and the deliverable date is intimidating. They would like more time to understand.

- (Halfpenny) Clarified that the PAs are the beneficiary of the intended process which is to manage unknowns.
- (Venezia) Added that purpose of the RFR was to ask for the desired deliverable which would allow the Council to control the unknowns concerning the PAs from the outset.
- (Boyd) Concerned that trying to limit the process preemptively will rob the Council of the consultant's value.
- (Halfpenny) Reminded all that there was an opportunity to negotiate the proposal that they receive.
- (Johnson) Asked to review strategic engagement plan discussion from November 2013.
- (Halfpenny) Stated that her goal for today was to get EC support of the RFR to take it to the Council with the full scope.
- (Saunders) Questioned whether the turnover time was doable in the expected timeline.
- (Halfpenny) Explained that the vendor selection would happen at the August meeting if the EC can approve the Scope of Work. DOER can commit to a 48 hour turnover to issue the RFR after it is approved. Then, it will go back to the EC. She then recalled the process used to hire Energy Platforms where the budget was approved and then the EC picked the contractor. The choice could be made by the August EC meeting.
- (Saunders) Asked to see the RFR language before lending his support
- (Halfpenny) Resolved the issue by scheduling an EC for the August 6<sup>th</sup> where the draft scope of work would be out within 24 hours of the current meeting.

#### Website Update

- (Belliveau) The website update has moved more slowly than expected. It should be live by August 15<sup>th</sup>. Screen shots may be available for the August EEAC meeting.

#### Winter Prices

- (Halfpenny) The DOER and DPU have been discussing winter peak issues. They anticipate a 2x increase for the '14 winter season, hovering around \$.20/kWh. DOER is concerned with the economic impacts. We are considering an education campaign so people understand what tools are available. We also plan to talk to regional stakeholders about reducing demand & communicating issues. We want to be sure that messages are clear and accurate.
- (Boyd) Is the DOER considering geotargeting gas constrained areas?
- (Halfpenny) Explained that the gas distribution issues are different from electric supply issues. In gas, they currently don't have a good supply curve because there is no central operator like for electricity. They are currently trying pilots for geotargeting but it will take time to refine. For example, DOER spoke to NEST only to find that they don't have a heating DR algorithm.
- (Finlayson) Suggested conversations with vendors about proactively anticipating demand.
- (Halfpenny) Added that the conversations should include which programs/technologies can be deployed quickly.

- (Shattuck) Suggested that the topic is addressed in August to get a sense of Council support.

#### August Agenda

- Updates (20)
- Q2 Results (25)
- C/I Follow up (15)
- MF Implementation Update (45)
- HES Implementation Update (35)
- Low Income (10)
- Process Assessment (10)