



## **EXECUTIVE COMMITTEE MEETING MINUTES**

**Wednesday, May 6, 2020**  
Virtual Meeting via GoToWebinar

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**Executive Committee Members Present:** Amy Boyd, Emmett Lyne, Joseph Dorfler, Maggie McCarey, Elliott Jacobson

**Other Attendees:** Marie Abdou, Eric Belliveau, Adrian Caesar, Maggie Downey, Audrey Eidelman, Rachel Evans, Jonathan Goldberg, Frank Gundal, Paul Johnson, Jerrold Oppenheim, Emily Powers, Alexis Washburn

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### **1. Call to Order**

McCarey, as Chair, called the meeting to order at 10:05 AM.

### **2. Executive Committee Updates and Business**

#### ***April Virtual EEAC Meeting Feedback***

McCarey indicated that feedback on the virtual April Council meeting was largely positive, so the May 20<sup>th</sup> meeting would be conducted in a similar fashion. Lyne said the program administrators (PA's) were very satisfied, especially given it was the first remote Council meeting. Johnson experienced meeting connectivity and microphone unmuting issues, and suggested that the next Council meeting allow for webcam sharing. McCarey said the intention behind retaining audio control was not to censor any Councilors, but to enable discussion in an orderly manner. Dorfler attributed his audio issues to internet connection as opposed to being kept on mute. Boyd suggested that people interact more and pay closer attention with video sharing, but this is only reasonable for smaller meetings. McCarey said Powers will reexamine the capabilities of GoToWebinar to address these issues.

#### ***Performance Incentive Lunch & Learn Brainstorm***

McCarey asked for suggestions on scheduling the virtual Performance Incentive Lunch and Learn. Boyd suggested the Lunch and Learn should be scheduled separately from the May 20<sup>th</sup> Council meeting to avoid remaining in meetings for four consecutive hours. McCarey said she will work around presenter schedules to find a suitable time. Although the PA's want to organize informational meetings and webinars, Lyne was concerned that preparing for too many

presentations on top of Council meetings would be an onerous task. Johnson asked why additional webinars would burden PA's given that programs are halted for now. McCarey acknowledged Lyne's concern and replied the PA's are focused on COVID-19 mitigation strategy.

### **3. Mass Save Program Update – Implementation efforts during COVID-19**

Abdou provided an update on implementation efforts including vendor communications, contractor support, workforce development, and income eligible services. Abdou noted that the COVID-19 frequently asked questions page has over 3,000 visits, over 1,000 Virtual Home Energy Assessments have been performed, remote Small Business Assessments will be rolled out, and over 184 Residential and 700 C&I classes have been registered for. Lyne added that the PA's have conducted surveys about contractor access to federal and state funding and their experiences with the Paycheck Protection Program. Gundal described the energy efficiency work safety and continuity plan which Eversource is spearheading. The plan includes a multi-step process to understand operational requirements, establish procedures to safely work in the field, and provide field oversight. Gundal expected non-customer contact Residential work to begin after a May 20<sup>th</sup> field worker safety training, followed by Multifamily and C&I non-customer contact work. Lyne added that the work safety and continuity protocols would be made available to vendors and PA's everywhere, not just those participating in Mass Save programs.

Johnson asked if a list of safe projects would be provided to contractors after the projects were identified. McCarey also wondered if any potential jobs identified in past audits were being included. Gundal indicated that lead vendors are working with the PA's to track all eligible projects and communicate that information with contractors.

Johnson said training on boilers and furnaces would be beneficial for contractors, as knowledge on these measures would enable better marketing during Virtual Home Energy Assessments. Gundal noted that over 250 people registered for a technical training on heat pump installation and also requested follow-up training on heat pump sales strategy, so this could occur for boilers and furnaces. Lyne indicated there is a list of the upcoming trainings on the Mass Save website, including an advanced Gas technology training scheduled for May 20<sup>th</sup>.

### **4. Equity Subcommittee Discussion**

McCarey reiterated the need for an Equity Subcommittee that was raised during the April Council meeting. McCarey announced the goal of said Subcommittee is to boost participation among renters, limited English proficiency (LEP), and moderate-income customers, and incorporate strategic recommendations into the next Three-Year Plan. McCarey also noted the Subcommittee would include Council members, PA's, consultants, and other stakeholders.

Boyd was pleased that experts and external stakeholders would participate in the group. Jacobson said he would like to have LEAN members participate, but the Subcommittee needs to be properly sized to keep the group centered on its core objective. Lyne suggested a comprehensive overview of equitable program implementation efforts in the past be presented before forming the group. Jacobson agreed that a review of past efforts would provide the Subcommittee

members context. Evans noted that compliance with Open Meeting Laws will limit the number of Councilors on the Subcommittee.

#### **5. May EEAC Meeting – Agenda Finalization**

McCarey discussed the agenda items for the May 20<sup>th</sup> Council meeting, which included discussion on the Equity Subcommittee formation, PA update on implementation efforts during COVID-19, C&I implementation updates from the PA's and C-Team, Q1 2020 updates, and DOER C-PACE updates. The Department of Public Utilities an extension for presenting evaluated Plan Year 2019 results, so those will be presented during the June Council meeting.

#### **6. June EEAC Meeting – Draft Agenda Topics**

McCarey listed potential agenda items for the Council's June meeting, including results of the Winter Benefits Study, Low-Income Program update, LEAN and Columbia Gas joint presentation on Greater Lawrence, and 2019 Plan Year Report.

#### **7. Adjournment**

McCarey, as Chair, adjourned the Executive Committee meeting at 11:14 AM.