



## EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, August 5, 2020  
Virtual Meeting: Zoom

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**Executive Committee Members Present:** JoAnn Bodemer, Amy Boyd, Elliott Jacobson, Emmett Lyne, Maggie McCarey

**Other Attendees:** Eric Belliveau, Adrian Caesar, Maggie Downey, Audrey Eidelman, Rachel Evans, Ian Finlayson, Paul Johnson, Jerrold Oppenheim, Emily Powers, Kimberly Drago, Marie Abdou, Jodi Hanover

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### 1. Call to Order

McCarey, as Chair, called the meeting to order at 10:04 AM.

### 2. Executive Committee Updates and Business

#### *Three-Year Planning Workshops: Update*

McCarey shared a draft of the planned workshop topics, which included New Construction, Active Demand, Existing Buildings, Equity, Workforce Development, and Income Eligible Services (IES) programs. McCarey indicated an additional workshop will be conducted for overflow topics and data discussions.

Bodemer wondered how much content from the Equity Workshop would feed into discussion during the IES Workshop. McCarey hoped the Equity Working Group (EWG) would provide recommendations that inform that discussion during the Equity Workshop. McCarey added that the IES program discussions are distinct from the Equity Workshop, as the two are not identical.

Jacobson was concerned about redundancy between the August Council meeting and Workshops, as IES programs are included as a high-level topic and discussion subtopic. McCarey said the workshops will allocate more time to discussion than presentation, but IES discussion can be limited to that specific Workshop instead of including it in others.

Lyne noted the blend of topics would require sector experts to attend all workshops, and suggested dividing the meetings by sector as much as possible. Boyd said certain topics, such as

workforce development, may elicit cross-sector coordination. McCarey acknowledged the potential staffing issues, and proposed regrouping certain discussion subtopics as a solution.

Downey observed that the EWG would need to move rapidly to provide thoughtful recommendations in time for the Equity-focused Workshop. McCarey agreed and also noted the EWG will contribute heavily to the Workforce Development Workshop.

Belliveau supported the separation of IES and moderate income, as the two customer categories are distinct and require different strategies.

Abdou suggested the sheer number of topic areas may warrant prioritization among them, especially since many will require lengthy discussions or extensive briefing material to facilitate productive discourse. McCarey agreed, but noted that briefing documents could be more content-heavy and spillover discussion can be included in Council meetings.

Lyne asked if the Workshops can compartmentalize Residential and C&I topics separately. Belliveau recommended they avoid a taking a siloed approach, as that would create artificial boundaries between sectors when there should be overlap in some cases. McCarey said areas of cross-Sector discussion can be flagged clearly in the final Workshop schedule. Powers suggested that Program Administrator (PA) and Consultant Team (C-Team) staff can easily drop from the virtual discussions when not required. Powers also indicated the Workshops would be about a half day (4 hours) long, and estimated the first Workshop would occur in late September or early October.

#### ***Consultant Team Quarterly Report***

Belliveau provided a high-level overview of Q2 performance, marked by an efficient COVID-19 response in spite of the energy efficiency (EE) program suspension. Belliveau noted that the pandemic will have lasting impacts on EE programs, so the upcoming planning cycle will be challenging. McCarey said the full Q2 Report will be distributed when available.

#### ***Council Vacancy***

McCarey announced there was a vacancy for a C&I Councilor, so she and Powers would assemble a vacancy description. McCarey encouraged Executive Committee members to reach out to potential Councilors.

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

Lyne said a new survey regarding COVID-19 impacts on the contractor community will be released in August. Abdou noted the extension of the Residential Coordinated Delivery and Small Business 100% incentive through September, as well as enhanced offerings for lighting controls products.

McCarey requested an update on contractor health and safety training. Abdou said nearly all contractors have completed safety protocol training. McCarey asked if efforts have been taken to assess the accuracy and success of virtual audits. Abdou was unsure what specific evaluations were being done on virtual audits.

Johnson asked why audits are conducted in advance when customers are being provided 100% incentives. Abdou responded that this helps contractors prepare for potential work and prevents workers from being needlessly sent to worksites ineligible for weatherization work. Bodemer said the audits are valuable in identifying more than just weatherization opportunities. Abdou added that customers are mailed any instant saving measures that are identified during virtual audits.

Johnson questioned the validity of virtual audits. Abdou asserted that hybrid auditing approaches will be refined and implemented to increase accuracy while limiting customer contact. Lyne noted that the new contractor survey can elicit feedback on virtual audits.

Johnson cited contractors fainting due to wearing personal protective equipment (PPE) as a reason to consider contractor feedback in future iterations of the safety protocols. Lyne said the protocols were largely developed by health experts, but there needs to be balance between health and safety and contractor comfort. Johnson also flagged that beard shaving requirements for masks caused some contractors to lose crewmembers.

#### **4. August EEAC Meeting – Agenda Finalization**

McCarey described the agenda items for the August 19<sup>th</sup> Council meeting, which included updates on the Equity Working Group, Three-Year Planning Workshops, Mass Save program implementation during COVID-19, and Income Eligible-focused presentations from LEAN and the C-Team.

McCarey asked for feedback on webcam sharing. Boyd provided positive feedback and suggested webcam sharing would foster active engagement. Belliveau added that the Rhode Island Energy Efficiency Resource Management Council has successfully integrated webcam video sharing into its monthly meetings. McCarey said video sharing will be allowed during the August Council meeting.

#### **5. September EEAC Meeting – Draft Agenda Topics**

McCarey announced the September Council meeting will be focused on Residential programs and include the Program Administrator Q2 Report.

Johnson asked for an update on the EE potential studies. Belliveau was unsure where each vendor was in their scopes of work, but the studies are underway. Johnson thought there was going to be a coordinated approach for the potential studies. McCarey indicated a coordinated approach and measure list will be applied, even though the PAs are conducting separate procurements.

#### **6. Adjournment**

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