



EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, December 2, 2020
Virtual Meeting: Zoom

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

Other Attendees: Eric Belliveau, Jen Bosco, Adrian Caesar, Maggie Downey, Audrey Eidelman, Rachel Evans, Frank Gundal, Jodi Hanover, Charlie Harak, Jerrold Oppenheim, Emily Powers, William Stevens

1. Call to Order

McCarey, as Chair, called the meeting to order at 10:08 AM.

2. Executive Committee Updates and Business

Reminder: Executive Committee Nomination Process Procedure

McCarey noted that interested Councilors have reached out regarding nomination to the Executive Committee, and the nomination process would be discussed during the January Council meeting. Harak asked if nominations were still open. McCarey indicated that Councilors interested in joining the Executive Committee were still eligible for the nomination process.

Consultant Team Workplan Updates

Belliveau presented the Consultant Team (C-Team) 2021 First Quarter workplan, which including processing the program administrator (PA) market potential studies, finalizing 2022-2024 Plan recommendations, 2020 year-end results analysis, and a draft budget for the First Quarter. Belliveau noted that a detailed workplan 2021 would be presented during the January Council meeting.

3. Three-Year Planning Workshops

McCarey indicated that briefing documents for the next Workshop on Residential Existing Buildings and Workforce Development were nearing completion. McCarey added that the briefing materials would focus on Residential Coordinated Delivery, data collection strategy,

electrification efforts, and workforce diversification recommendations from the Equity Working Group.

Harak said the exchange of ideas during the C&I Existing Buildings Workshop was productive and informative, especially for non-C&I experts. Lyne and Boyd agreed that the Workshop was very productive.

Belliveau requested feedback on the briefing documents to determine if the level of content included in them has been appropriate. Boyd said the briefing documents have been very helpful for Workshop preparation and discussion. McCarey commented that the memo format for briefing documents made the content digestible.

4. Mass Save Program Update – Implementation efforts during COVID-19

Lyne indicated the no-cost weatherization offering for landlords and renters will likely continue through the full term. Lyne noted that there was an uptick of COVID-19 cases in contractor community, but there were no confirmed cases of contractor to customer COVID-19 transmission. Lyne added that the contractor community has appreciated having clear procedures for mitigating COVID-19 spread, and the PAs sent a communication to contractors before Thanksgiving regarding maintained safety during the winter season. Gundal summarized a letter from a contractor who praised the safety protocols for protecting their family from COVID-19 exposure effectively.

McCarey wondered if there were longer wait times due to the no-cost insulation incentive and contractor ramp up. Lyne said the PAs developed a healthy backlog of insulation projects and could provide wait time data. Downey said customers scheduling audits in early December would be served in mid-February with work being scheduled out through March for Cape Light Compact customers. Downey added that income-eligible customers had a shorter lead time for getting into their homes. McCarey asked if the enhanced Small Business incentives were extended through November. Downey said Small Business incentives through Cape Light Compact's lead vendor energy assessments were extended through June 30, and statewide upstream incentives were extended through the calendar year.

Belliveau asked that the PAs provide a preliminary 2020 year-end program performance summary in January. Gundal replied that they could provide a verbal summary of projections in the January meeting. McCarey added this to the draft January Meeting Agenda items. Hanover also noted the December Data Dashboard would be available to review preliminary program performance through 2020.

McCarey mentioned releasing an updated contractor survey in the coming weeks to determine what additional support contractors may need. Lyne said the PAs are determining if a quarterly survey would be best, but the surveys have been beneficial.

5. December EEAC Meeting – Agenda Finalization

McCarey announced that the December Council meeting would be cancelled, and the agenda items would be included in the January and February Council meetings.

6. January EEAC Meeting – Draft Agenda Topics

Powers presented draft topics and dates for 2021 Council meetings. Powers indicated that the January and February Council meetings would be held on the last week of the month, and the May Council meeting would be postponed one week to allow for additional 2022-2024 Plan Draft review. In addition, the September Council meeting would be postponed one week due to Yom Kippur.

Bodemer asked if an additional meeting should be schedule in case more discussion is needed prior to Plan filing. Powers indicated there were two additional meetings scheduled during the last Three-Year Plan cycle. McCarey agreed that scheduling a tentative meeting in advance of Plan filing in May would be logical.

McCarey asked if the Avoided Energy Supply Cost (AESC) would be finalized in January. Oppenheim said draft results would be available in December, but more iterations would follow in February and March. Belliveau suggested moving the AESC results to February would allow for discussion of the results in better context.

Bodemer asked what Behavior programs would be discussed in January. McCarey said Behavior programs were originally intended to be a Workshop subtopic, but the C-Team and PAs decided discussion would fit into a Council meeting better. McCarey suggested it may not be critical to hold this discussion in January, but needs to be held in advance of Plan drafting. Lyne commented that the PAs would benefit from reporting on Behavior programs and discussing the Council's outlook on future program enhancements. Bodemer recommended extending the meeting by 30 minutes to allow for sufficient vote and discussion time. McCarey said a 30-minute extension would help facilitate coverage of all meeting topics.

Boyd was concerned the Workshop recommendations would not be synthesized into a final resolution for the February Council meeting. McCarey indicated all recommendations would be finalized during the January 20th Workshop.

Regarding 2021 Council Priorities, McCarey speculated they would be similar to the 2020 Priorities, with added emphasis on 2022-2024 Planning and strong program achievement to finish the term. Boyd and Lyne agreed.

Evans indicated the Council bylaws would have to be modified to hold remote meetings after the waiver from the Attorney General's Office expires. McCarey said the status of remote meetings and the potential for resuming in-person meetings in the future should be discussed in the next Executive Committee meeting.

7. Adjournment

McCarey, as Chair, adjourned the meeting at 11:06 AM.