



## **EXECUTIVE COMMITTEE MEETING MINUTES**

**Wednesday, April 5, 2023**  
Virtual Meeting: Zoom

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**Executive Committee Members Present:** Greg Abbe, Jo Ann Bodemer, Amy Boyd, Emmett Lyne, Commissioner Elizabeth Mahony, Dennis Villanueva

**Executive Committee Members Absent:** None

**Other Attendees:** Eric Belliveau, Adrian Caesar, Rachel Evans, Paul Johnson, Alyssa Vargas, Ina Dasso, Ian Finlayson, Kate Peters, Todd Olinsky-Paul, Mark Tajima, Jerrold Oppenheim, Bill Graham, Benjamin Silver

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

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

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

Boyd stated that Acadia Center released its third report on findings and recommendations for the Regional Greenhouse Gas Initiative (RGGI)

Commissioner Mahony stated that Maggie McCarey left the Department of Energy Resources (DOER) for a role in the private sector.

Lyne thanked Dasso for her support in EEAC and Executive Committee meeting coordination.

Johnson said that McCarey did a spectacular job as the Energy Efficiency Director at DOER and suggested that the Council sign a letter or contribute to a parting gift. Commissioner Mahony replied that DOER can determine an appropriate method to thank McCarey for her services.

### **3. EEAC Management**

#### ***Follow-Ups from March EEAC Meeting***

Commissioner Mahony listed follow-up items from the Council's meeting on March 15<sup>th</sup>:

1. Johnson said that reduced marketing activity may be the cause of decreased home energy assessment (HEA) volume and requested budgets for lead vendor marketing efforts.
2. Johnson suggested that the existing workforce will not be able to meet demand during the next decade and requested the following information:
  - a. Number of Mass Save Contractor employees
  - b. Number of Mass Save Contractor trucks
  - c. Years of experience for Mass Save Contractors
  - d. Spending on Energy Specialist hiring efforts
  - e. Number of Energy Specialists interviewed
  - f. Recruitment strategies for Energy Specialists
3. Weber asked the PAs to describe how HEAs are transferred among contractors to mitigate wait times for different vendors and Program Administrator (PA) service territories.
4. Wambui asked who is responsible for creating effective data tracking systems, how the PAs leverage Community First Partners to collect useful data, and how soon proxy data can be used to overcome issues with data collection.
5. Johnson asked what findings and potential solutions were discussed during the March 7th PA and contractor meeting on the moderate-income program.
6. The Council requested that LEAN provide specific updates on Income-Eligible Services.

### ***Councilor Appointments***

Commissioner Mahony stated that the Department of Public Utilities (DPU) had appointed Brooks Winner as the representative of Municipalities and Paul Johnson as the representative of Energy Efficiency Small Businesses on the EEAC.

### ***EEAC Technical Consultant Contract***

Commissioner Mahony announced that the Executive Committee selected Optimal Energy as the Technical Consultant for the EEAC and DOER had executed a contract on behalf of the EEAC for the delivery of consultant services.

### ***EEAC Budget Request***

Commissioner Mahony stated that the 2023 EEAC Budget Request was filed with the DPU following execution of the contract for consultant services. Evans said that the delay in executing the contract for consultant services resulted a three-month extension of the existing Consultant Team (C-Team) contract, which was set to expire at the end of 2022. Evans said that the 2023 EEAC Budget Request includes the three-month extension of the C-Team Contract and planned C-Team spending for the remainder of 2023. Evans added that the EEAC Operating Budget includes administrative costs for the EEAC, meeting costs, a workshop facilitator for the 2025-2027 Three-Year Plan, and other expenses for Council support.

Bodemer requested that the C-Team describe changes to its structure during the April EEAC Meeting. Belliveau confirmed that the C-Team would cover core team members and their responsibilities.

## **4. EEAC Planning**

### ***2023 Consultant Workplan***

Commissioner Mahony explained that the DPU requested details on the C-Team Workplan for 2023 and that the Council will need to vote on the Workplan during the April EEAC Meeting.

Abbe recalled that for the 2022-2024 Plan, the Council developed its priorities in March 2021, followed by the release of the April Draft Plan. Abbe expressed concerns that the Council may not have sufficient time to deliberate on substantive changes to the Three-Year Plan given the accelerated deadline for submitting the final draft Plan to the EEAC. Commissioner Mahony said that the schedule for development and review of the Three-Year Plan will incorporate the accelerated timeline. Lyne added that the PAs, DOER, and Office of the Attorney General are collaborating to factor legislative changes into the schedule for the 2025-2027 Plan. Lyne anticipated the need to frontload work in order to allow sufficient time for review prior to the filing deadline. Abbe said that the Council will also need to expedite its review of the Three-Year Plan.

Bodemer commented that the 2025-2027 Plan will be even more transitional and revolutionary than the 2022-2024 Plan. Bodemer said that the C-Team Workplan should reflect the time and strategic thinking required to support development of the 2025-2027 Plan beyond what is expected in the standard process. Johnson agreed with Bodemer. Commissioner Mahony said that the Council will discuss the C-Team Workplan during the April EEAC Meeting.

Johnson requested that the C-Team publish planned hours and rates for each team member.

Belliveau stated that the C-Team will develop a schedule with critical steps required to meet the accelerated Three-Year Plan schedule. Belliveau said that the Council schedule will reflect required review cycles and deliverables, but clarified that the C-Team releases more detailed workplans on a quarterly basis. Subject-matter experts on the C-Team will be task-oriented and describe contributions to different workstreams in their respective task orders.

### **5. April EEAC Meeting – Finalize Agenda**

Commissioner Mahony announced that the April EEAC meeting agenda would include updates on Commercial & Industrial (C&I) electrification, the C&I Working Group, Small-Business programs, Income-Eligible performance, and discussion of the 2023 C-Team Workplan.

Bodemer believed that adding discussion of the C-Team Workplan would limit discussion time and asked how long the presentations on program updates would take. Bodemer asked if the update on Income-Eligible programs would be a deep-dive or brief presentation. Commissioner Mahony suggested that Small-Business updates could be covered in May. Dasso said that each presentation and associated discussion is allotted 20-30 minutes and the deep-dive on Income-Eligible programs will occur in September. Bodemer emphasized the importance of Council deliberation in EEAC meetings. Bodemer said that limiting Council discussion and input is a disservice to Councilors. Commissioner Mahony said that the compressed timeline for Three-Year Plan-development will require a balance between presentation and discussion time.

Villanueva asked what the update on C&I electrification would entail and who would provide the update on the C&I Working Group. Lyne responded that the PAs will describe electrification strategies, challenges, and offerings. Dasso said that the DOER would provide a brief update on the C&I Working Group, which would pair well with the presentation on C&I electrification. Villanueva said that the C&I Working Group has not made much progress to date and suggested that DOER provide a very brief update. Dasso said that DOER could share an update with Villanueva in advance.

Commissioner Mahony recommended that Income-Eligible updates be covered first, followed by presentations and discussion on the C&I sector. Lyne said that the PAs want to cover all content on C&I electrification, so the C&I Working Group update can be truncated to create more time for discussion.

Jacobson noted that the Low-Income Energy Affordability Network (LEAN) collaborated with Action for Boston Community Development to develop a brief presentation which will facilitate discussion. Jacobson said the presentation will include updates on the LEAN Service Center that will be fully operational by fall 2023.

Johnson concurred with Bodemer's suggestion that Council meetings should include more discussion time and that Councilors need to review meeting materials in advance such that presentations can be shortened. Johnson also said that prior review of meeting materials is predicated on posting materials on the Friday before Council meetings. Commissioner Mahony agreed that Councilors should prepare for meetings in advance.

## **6. May EEAC Meeting – Draft Agenda**

Commissioner Mahony announced that the May EEAC meeting agenda would include updates on the moderate-income program, Mass Clean Energy Center workforce development efforts, and a DOER update on Greater Lawrence.

Lyne commented that previews of meeting agendas help the PAs develop presentations and meeting materials. Lyne said that the PAs would dedicated significant time to updates on the moderate-income program and strategy.

Commissioner Mahony said that meeting participants requested to provide public comment during the Executive Committee meeting, but clarified that participants should provide public comment during EEAC meetings.

## **7. Adjournment**

Commissioner Mahony, as Chair, adjourned the meeting at 10:53 AM.

### **Meeting Materials**

- Meeting Agenda
- 2023 Consultant Team Workplan

- Draft April 2023 EEAC Meeting Agenda