



EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, January 9, 2019
100 Cambridge St, 10th Floor
Boston, MA 02114

Executive Committee Members Present: Don Boecke, Amy Boyd, Elliott Jacobson, Judith Judson, Emmett Lyne, Rick Malmstrom

Other Attendees: Marie Abdou, Eric Belliveau (via phone), JoAnn Bodemer, Joe Dorfler, Rachel Evans, Ian Finlayson, Jonathan Goldberg, Craig Johnson, Maggie McCarey, Jerrold Oppenheim, Emily Powers, Tanya Stasio, Eliandro Tavares

1. Call to Order

McCarey, as Chair, called the meeting to order at 2:36 PM.

2. 2019 Council Priorities

McCarey began by noting that feedback on the Council’s priorities document received at its December meeting had been incorporated. She then proceeded to walk through the priorities to highlight changes that were made and to allow for further input from the Executive Committee.

Priority 1

McCarey noted that they added two bullets. The first was for Low Income Program goals. The second was for an assessment of new program enhancements, clean energy resources, and technologies authorized by An Act to Advance Clean Energy.

Priority 3

Lyne suggested that the phrase “Energy Optimization” be replaced with “strategic electrification” in the first bullet.

Priority 4

McCarey noted that the text was updated to include a requirement of quarterly updates to be consistent with the other priorities.

Lyne recommended that the word “program” be replaced with “offerings” in the second bullet because the initiative was not a full-fledged program. He also recommended that “Merrimack Valley” be replaced with the actual town names of Lawrence, Andover and North Andover to avoid any confusion.

Boecke asked if the quarterly updates would be in the same format as it had been in years past. Lyne indicated that the Council’s priorities would be tracked front and center in the PAs’ quarterly reports. Boecke noted that he had been thinking about whether the quarterly reports were the best place to report on the Council’s priorities. Abdou indicated that the PAs would be open to taking suggestions.

3. Draft 2019 Consultant Team Work Plan

Belliveau reviewed the consultant team’s (C-Team) draft work plan for 2019. In his presentation, Belliveau reviewed the timeline of the work plan and noted that it would be developed through August when their contract ends. He also reviewed their planned deliverables, work areas, and the key topics that would be focused on. He concluded by reviewing the budget associated with the work plan.

Boyd noted that the budget breakdown for technical services seemed high and asked if Belliveau could confirm their accuracy. Belliveau indicated that the numbers were accurate. He added that at a higher level, the overall budget works out to about ten-thousand dollars less per month than it did in 2017 which was the last non-planning year.

Commissioner Judson noted that the plan would be to have the work plan and budget voted on at the upcoming Council meeting. Boecke indicated that he would relay the Executive Committee’s support for the work plan and budget at the Council meeting.

4. Draft Key Performance Indicator (KPI) Recommendations

Belliveau reviewed the draft potential KPI recommendations. The draft list included four residential and five commercial and industrial (C&I) recommendations. The residential KPIs included the number of conversions by audit type, residential participants participating a second or subsequent time, major measure installations by market channel, and major measure installations by measure type. The C&I KPIs included the percentage of lighting projects that have controls being installed, average savings from customer HVAC projects, comprehensiveness of the C&I turnkey initiative savings, number of projects and average savings from process measures, and close rates by PA for small business direct install offering. Belliveau noted that the draft KPIs were just a list at the moment and that they would not be voted on as presented.

Lyne noted that the PAs were looking at the draft KPIs and were working to assess whether they could do it, what the reporting would entail, and how easy they would be to do. He requested that a column be added to the list to capture what the objective of the KPI would be.

Commissioner Judson noted that she often gets asked basic questions that she does not have answers to. Some of these questions included how many homes had been served, what percentage of homes have not been served, and what does an average homeowner save. She acknowledged that the answers to those questions do not necessarily fall into the scope of KPIs, however she suggested that the answers to those questions should be strategically thought out. McCarey indicated that DOER could put together a list of those questions to inform future discussions with the PAs about how to answer them.

5. January EEAC Meeting Agenda

McCarey reviewed the draft agenda for the January EEAC meeting. She noted that it would include an update on the 2019-2021 KPIs, a review and vote on the Council's 2019 Priorities, and a presentation and vote on the Consultant Team's 2019 work plan and budget.

McCarey noted that there was time available on the agenda for another topic and asked the PAs if they had anything they might want to present on. Lyne indicated that he circulated that message to the PAs but had not heard back yet.

Boyd asked if there could be an update on Councilor reappointments. McCarey indicated that DOER was working on coordinating this and would provide an update to Councilors with expiring terms shortly.

6. Adjournment

McCarey, as Chair, adjourned the Executive Committee at 4:15 PM.