Massachusetts Energy Efficiency Advisory Council

Executive Committee Charter

Adopted by the EEAC on February ___, 2024

I. Overall Role of the Executive Committee

As stated in G.L. c. 25, § 22(b), the Energy Efficiency Advisory Council (EEAC or Council)

> shall, as part of the approval process by the department, seek to maximize net economic benefits through energy efficiency and load management resources and to achieve energy, capacity, climate and environmental goals through a sustained and integrated statewide energy efficiency effort. The council shall review and approve demand resource program plans and budgets, work with program administrators in preparing energy resource assessments, determine the economic, system reliability, climate and air quality benefits of efficiency and load management resources, conduct and recommend relevant research, and recommend long term efficiency and load management goals to maximize economic savings and achieve environmental goals. Approval of efficiency and demand resource plans and budgets shall require a two-thirds majority vote. The council shall, as part of its review of plans, examine opportunities to offer joint programs providing similar efficiency measures that save more than 1 fuel resource or to coordinate programs targeted at saving more than one fuel resource. Any costs for joint programs shall be allocated equitably among the efficiency programs.

The Executive Committee, as a subcommittee of the Council, will provide a mechanism for Council members to engage within the limits set by the Council by-laws on consultant oversight and other matters relating to the EEAC's statutory obligations.

Pursuant to G.L. c. 25, §22(a), the Commissioner of the Department of Energy Resources (DOER) serves as the chair of the EEAC. As more fully described below in Section II, the Executive Committee will work with DOER, as Chair, to appropriately address matters concerning the Council operations and the procurement of other professional services in support of the EEAC.

II. Executive Committee Responsibilities

The Executive Committee will assist DOER, as chair of the Council, to:

1. Manage Council Consultants or other vendors engaged to support Council action and associated procurement, compensation, general oversight and operational administrative matters regarding Council consultants;
2. Identify ways to enhance efficiencies in the Council's activities;
3. Act as a sounding board for Council on emerging issues and initiatives;
4. Make recommendations and report to the full Council on actions and activities of the Committee; and
5. Other action required to fulfil the Council's statutory obligations.

III. Executive Committee Meetings

The Executive Committee will meet as needed and meetings shall adhere to the requirements of the Open Meetings Law.

An agenda of the specific items to be reviewed at any Executive Committee meeting will be circulated in advance to all Council members (voting and non-voting) as early as is reasonably practical in the circumstances.

At the discretion of DOER, as Chair, the Executive Committee will provide opportunities during its meetings for other Council members, who are not also members of the Executive Committee, to express their views on topics before the Executive Committee.

IV. Executive Committee Members

The Executive Committee is comprised of the following members.

1. Five Voting EEAC Councilors:
    a. DOER, acting as the Council Chair,
    b. Attorney General, and
    c. Three additional Voting Councilors.
2. One ex-officio representative of the Program Administrators

V. Executive Committee Member Nominations and Term Limits

DOER and the Attorney General shall maintain their positions on the Executive Committee without nominations or voting.

Other candidates to fill openings as voting Councilors may self-nominate or be nominated by another EEAC voting Councilor. The Council shall vote to select each of the three additional members in accordance with the Council By-laws. Once elected, Executive Committee members serve a three-year term. There are no limits to how many consecutive terms an Executive Committee member may serve.