

## November 5, 2014 EEAC Executive Committee Meeting Notes

Attendees: Christina Halfpenny (DOER), Matt Saunders (AG), Amy Boyd (ENE), Elliot Jacobson (LEAN), Emmett Lyne (PAs), Shaela Collins (PAs), Marie Abdou (NGrid), Lisa Shea (NU), Frank Gundal (NU), Eric Belliveau (Consultant - Phone), Jonathan Raab (Consultant), Pat Field (Consultant – Phone), Paul Johnson (Greentek), Eugenia Gibbons (MassEnergy), Lyn Huckabee (DOER), Maggie McCarey (DOER), Steve Venezia

### Agenda:

- Process Assessment & Engagement Plan Presentation
- Follow Up on the Sense of the Council on the Implementation Update

Meeting began at approximately 10:04am

### PROCESS ASSESSMENT AND ENGAGEMENT PLAN PRESENTATION

- Jonathan Raab presented the consultant findings from the Process Assessment and Engagement Plan.
- After reviewing the consultant's methodology, he outlined his observations from the process. Some key observations include:
  - A sense that the relationships among Councilors have deteriorated since the Council expanded
  - Both PAs and the Council want more autonomy to guide the direction of EE programming
  - A general sense of confusion between ownership of the strategies and tactics for achieving goals.
  - The desire to differentiate the roles of parties during planning and implementation phases
  - Confusion about the role of consultants in general
- He then offered their suggestions for improving the process including:
  - Adjusting the planning timeline to front load negotiations.
  - Limit EC participation to primarily EC members, define the role of the PAs in the EC, and make the agendas more detailed and the summaries less detailed.
  - EC should intervene between consultants and PAs to keep disagreements out of the general meetings
  - Council should act with one voice
  - DOER should hire professional facilitator for the planning process
  - Council should adopt standards for Councilor engagement, specifying expectations for participation, behavior, and length of term.
- The EC then reacted to the presentation, providing feedback to the consultants

- EC generally signaled a need to digest the recommendations longer and some expressed concern about the feasibility of some recommendations.
- A discussion ensued about how much access EC members and broad EEAC members would have to the presentation prior to the November EEAC meeting. Raab and Halfpenny agreed to discuss access offline.
- Raab then presented the consultants' Strategic Engagement Plan. Highlights included:
  - That public input should move much earlier in 2015 than in 2012.
  - Term sheets should be negotiated by more people, specifically smaller PAs.
  - Much of the substantive work should be done in subcommittees and workshops so the Councillors can spend their time on the issues of concern to them.
  - General EEAC meetings should be less frequent while planning so time can be spent in subcommittees and workshops.
- Many EC members were concerned about the feasibility of the proposed timetable, particularly as it relates to term sheets
- Next steps included:
  - Draft of process assessment will be submitted on 11/10
  - Draft of engagement plan was scheduled to go to the EC on 11/11 but was moved to 11/16 to allow for general Council feedback on process assessment
  - Consultants will present process assessment to the EEAC on 11/12.
  - EC will meet on 11/19 to get final feedback on the draft.
  - Final versions of both documents will be presented on 12/3.
  - There is still a question of how recommendations will be adopted.

#### SENSE OF THE COUNCIL ON THE IMPLEMENTATION UPDATE (KEY ACTIONS)

- A new document was drafted by Halfpenny and Boyd. After receiving the document, Johnson provided his own edited version.
- The EC discussed the value of the document as edited in light of the Council's desire to vote on next steps on the IU.
- The EC agreed to move forward with the Boyd version of the document after the removal of the first point and the removal of the term "with the input". This agreement was conditional on Lyne's confirmation with the PAs but he committed to getting back to them as soon as possible. Once agreement is confirmed, it will go to the Council.