

December 4, 2014 EEAC Executive Committee Meeting Notes

Attendees: Christina Halfpenny (DOER), Don Boecke (AG), Amy Boyd (Acadia), Elliot Jacobson (LEAN -phone), Emmett Lyne (PAs), Shaela Collins (PAs), Marie Abdou (NGrid), Lisa Shea (NU), Eric Belliveau (Consult - phone), Paul Johnson (Greentek), Ian Finlayson (DOER), Steve Venezia (DOER), Lyn Huckabee (DOER), Maggie McCarey (DOER), Alex Pollard (DOER)

Agenda:

- Introduction to New Councilor
- Contractor Background Checks
- EEAC Engagement Plan/Process Assessment Follow Up

Meeting began at approximately 11:04am

INTRODUCTIONS

Introductions were made around the table to welcome the new EEAC designee for the Attorney General, AAG Don Boecke, who replaced Matt Saunders.

CONTRACTOR BACKGROUND CHECKS

The EC then addressed the issue of changing background check standards for contractors working in National Grid Home Energy Services program. The issue was flagged at the November Council Meeting through public comment and several Councilors expressed subsequent concern about the issue. The goal of this discussion was to come to a mutually agreeable plan of action so the topic doesn't distract from work to be done in the planning workshop.

The agreed next steps included:

- Ask the Residential Management Committee and/or the Best Practices Working Group for a summary memo of the issue at hand. Once the memo is received, Halfpenny will forward it to the full Council for review.
- Assigning Amy Vavak of National Grid as the point person for the issue. She will ensure that the memo focuses on the changes being made and the reasoning behind them.

EEAC ENGAGEMENT PLAN/ PROCESS ASSESSMENT FOLLOW UP

The EC then discussed the follow up on the Consultant Assessment as it related to action items for the upcoming 3-year planning cycle. This discussion included the needs for the December EEAC meeting which was designed to identify priorities of Councilors ahead of the planning process.

Process Assessment Follow-Up needs include:

- The fact that the Council has not yet addressed the Raab recommendation to define roles and responsibilities of individual Council members. Agreed that the issue must be addressed in the next few months when preparatory documents can be provided in advance of the discussion.
- The need to address EEAC governance. EC members are past their term limits. They should renew the EC and its charter, add residential and C&I customer reps, give the PAs a more formal place at the EC table. Nominations will be solicited in December for a vote in January.
- Councilors had some issues with the proposed code of conduct. Edits will be made to the proposal for deliberation in January.
- DOER recommends forgoing an outside facilitator for regular EEAC meetings. However, DOER suggests using a facilitator for engagement plan discussion (2nd half of December meeting).

Goals for pre-planning include:

- Setting expectations for the first draft of the plan
- 26 Councilors reviewing a set of issues pre-filtered by the DOER and collectively ranking each issue's priority. This will create a set of high level topics on which the PAs can focus while planning.

Significant issues identified include:

- The intensity of the January schedule

Setting the schedule for planning

- 12/9 – Planning/Priority setting EEAC meeting
- 1/20 – EEAC public comment meeting – no set agenda
- Database subcommittee meeting to be held before 2/25
- 2/25 – EEAC and EC meeting

Meeting adjourned at approximately 12:15pm.