



Quarterly Steering Committee Meeting  
December 8, 2011, Teleconference Notes and Action Items

Participants:

Name	Organization
Dennis Hartline	Maryland Energy Administration
Bill Saxonis	New York Public Service Commission
Dan Hurley	Maryland Public Service Commission
Marilyn Ross	Massachusetts Department of Public Utilities
Cindy Jacobs	Connecticut Department of Public Utility Control
David Jacobson	National Grid
Leah Weiss	NESCAUM
Mary Cahill	NYPA
Carolyn Snyder	Delaware Dept of Natural Resources and Environmental Control
Greg Fanslow	VEIC/DC SEU
Calvin Timmerman	Maryland Public Service Commission
Paul Roberti	Rhode Island Public Utilities Commission
Pam Stonier	Vermont Public Service Board
Sue Coakley	NEEP
Thai Ha-Ngoc	NEEP
Julie Michals	NEEP
Jim O'Reilly	NEEP
Elizabeth Titus	NEEP
TJ Poor	Vermont Department of Public Service
Bahareh van Boekhold	Delaware DEO
Taresa Lawrence	District Department of the Environment, Energy Office
Mary Jo Krolewski	Vermont Department of Public Service

*This meeting was digitally recorded*

Meeting Action Items:

1. Steering Committee to send NEEP nominations to fill Steering Committee 3<sup>rd</sup> co-chair position.
2. NEEP to report to Steering Committee at March 2012 quarterly meeting on proposed changes to REED to meet ISO New England data needs, how this would impact REED reporting by other Forum states (outside New England), and report on identified funding for REED modifications.
3. NEEP may follow up with a survey to the Steering Committee to solicit feedback for helping prioritize reporting outputs from REED. Note - since the Steering Committee meeting, given most recent discussions with ISO NE regarding its use of REED and likely modifications needed,



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NEEP has directed Peregrine to hold off on developing any REED reports until we are completely clear on data collection parameters. As such survey to be postponed.

4. NEEP encourages PUC representation on NAESB Retail Electric Quadrant Committee, where members can vote on proposed standards or MBPs. Steering Committee can contact Pam Stonier for more information on this ([pam.stonier@state.vt.us](mailto:pam.stonier@state.vt.us)).
5. NEEP will update the Steering Committee on developments with the NAESB Retail M&V MBPs, and expects to recruit Forum members to engage more actively when a formal comment period is opened by NAESB on proposed MBPs (likely in winter 2012).
6. The Steering Committee adopted the proposed 2012 Forum Agenda & Budget. NEEP will inform the Steering Committee of any revisions to the adopted agenda or budget.
7. NEEP to proceed with development of contracts with Forum funders based on Steering Committee adoption of the proposed 2012 Agenda & Budget.

#### Meeting Overview:

##### *Introductions, Meeting Objectives, and Committee Updates*

Julie Michals opened the meeting by acknowledging meeting attendees, followed by reviewing the meeting agenda and objectives. She introduced Rich Sedano and Paul Roberti as the Steering Committee co-chairs, and noted Rich Sedano's absence. She also noted that the co-chairs suggest increasing the number of Steering Committee co-chairs from 2 to 3, where 1 co-chair would be a representative of the NEEP Board, while the other two would provide representation from the northern and southern part of region to ensure a balanced guidance. NEEP will follow up with information to the Steering Committee inviting nominations for a 3<sup>rd</sup> co-chair. In addition, three of the six Project Committee co-chairs terms are coming to an end, and as such NEEP will be seeking replacement co-chairs in early 2012. Julie welcomed Carolyn Snyder from the Delaware Energy Office as Delaware's new representative to the Steering Committee. There is an open invitation to Amy Ignatius of NH PUC, once the details of the departing NH PUC commissioners are settled.

**Action Item #1:** Steering Committee to send NEEP nominations for 3<sup>rd</sup> co-chair position.

##### *Forum Project Updates*

Julie gave a quick summary of the key activities this fall; *Emerging Technologies Project* is about half completed with a draft report out for comment in early January covering secondary research of a host of emerging technology measures and program design approaches; the *Net Savings* subcommittee just held its kickoff meeting; *Loadshape Study add-on research* includes developing Loadshape Data Collection Guidelines, with a kickoff meeting scheduled for 12/12; the *2011 Loadshape project* is being moved to 2012 (which is reflected in budget) with the subcommittee currently working to nail down measure(s) to be researched; the *Incremental Cost* project subcommittee is about to launch Add-on Research to conduct diagnostics on 2010 study findings, and are also identifying new measures on which to focus for new 2012 research; and that project to *Develop Guidelines for Measuring the Impact of EE on Advancing Building Codes & Standards* project has finally received funding approval, and an RFP will be issued in early 2012. Julie thanked all the different project subcommittees for their feedback and guidance over the course of the year to help complete, start and guide projects.

##### *Regional EE Database (REED) Update*

Julie provided an update on REED, explaining that a data collection tool has been developed which states will populate, and which will be uploaded to a master database from which reports can be generated by public users. Julie noted that the range of stakeholders on the subcommittee from PUC staff to air regulators, program administrators, and ISO-RTO staff. All modules are complete with the exception of the Jobs Impact module. The Avoided Emissions module will have automatic calculations built-in using ISO/RTO annual average emission factors. For the Jobs Impact module, states will likely

be given the option to use a built-in calculator, or to report job impacts using their preferred methodology. This will be further discussed with the subcommittee. NEEP expects to start testing the data collection tool in January with the Forum states, however, it's possible testing may be postponed given recent interest from ISO New England to use REED as basis for forecasting EE in their long-term system planning. ISO-NE invited NEEP and the REED contractor (Peregrine Energy Group) to give a demonstration of REED and answer IT and logistical questions on database on December 7. At this juncture, ISO is interested in using REED to collect data instead of going straight to program administrators. However, there are some changes that would need to be made to include the needs of ISO-NE. NEEP will ask Peregrine, the contractor, for an estimated cost to modify REED. NEEP is in dialogue with NECPUC staff and other stakeholders regarding options for funding this additional work. Importantly, Julie noted the need for appropriate coordination between all the interested parties to have a common understanding of the expectations and funding (NESCOE, NECPUC, NEEP, ISO-NE, and program administrators, and others). Pam Stonier (Vermont PSB) gave an overview of the meeting with ISO-NE yesterday. Pam noted it was a very good meeting and she appreciated the efforts of everyone involved in creating the tool. Referring to NEEP's Annual Public Meeting, where a panel with ISO/RTO staff spoke on topic of integrating EE into long-term system planning, Julie noted this important development with REED, not only of the prospect towards consistency of data being used to inform system planning, but also the underlying method i.e., as of next year, NY ISO and ISO-NE will effectively be using same approach and data parameters to forecast EE in their system plan. NEEP hopes that in the future, PJM may also go in this direction. Overall, it is promising that all these efforts are linking up towards a goal of consistency throughout the region.

**Action Item #2:** NEEP to report to Steering Committee at March 2012 quarterly meeting on proposed changes to REED to meet ISO New England data needs, how this would impact REED reporting by other Forum states (outside New England), and report on identified funding for REED modifications.

Finally, Julie Michals introduced a list of questions that REED could address via outputs/reports generated by users (based on data from the database). NEEP seeks Steering Committee feedback to help prioritize the questions, given limitations of the project budget to support addressing all the questions. Julie noted that there are a few questions that NEEP will be able to address separately outside of REED reports (e.g., savings per capita, savings as % of retail sales, etc) by developing state by state supplementary profiles. Julie Michals responded that NEEP generally has a sense of the highest priorities but are still looking for feedback on the other questions. Leah Weiss (NESCAUM) asked if people have seen these slides already and if there is a deadline for feedback. Julie proposed a tentative deadline by Tuesday of next week.

**Action Item #3:** NEEP may follow up with a survey to the Steering Committee to solicit feedback for helping prioritize reporting outputs from REED. Note - since the Steering Committee meeting, given most recent discussions with ISO NE regarding its use of REED and likely modifications needed, NEEP has directed Peregrine to hold off on developing any REED reports until we are completely clear on data collection parameters. As such survey to be postponed.

#### ***Use of Forum Products***

Julie reminded the Steering Committee of the importance of states use and referencing of Forum adopted or completed products, which are posted to the Forum website. She mentioned the successful Forum Annual Public Meeting in October which succeeded in meeting its intended goals, and she referred the Committee to the APM section of the website where presentations are posted.

#### ***National EM&V Protocol Update***

Julie turned to provide an update on national EM&V projects, starting with the North American Energy Standards Board (NAESB) project that is currently focused on developing Retail M&V model business practices (MBPs). Julie reviewed the current status of the draft Retail MBPs, drafted by a group of

utilities (representatives from CA, the south and Maryland), and gave an overview of concerns by some of the Retail Working Group members. These concerns and other comments are being share via an informal comment period and discuss within the Working Group on December 21. Julie referred the Steering Committee to the NAESB website where the draft Retail MBPs are posted, and noted that NEEP has encouraged Forum members to weigh-in in order to bring a Northeast perspective.

**Action Item #4:** NEEP encourages PUC representation on NAESB Retail Electric Quadrant Committee, where members can vote on proposed standards or MBPs. Steering Committee can contact Pam Stonier for more information on this ([pam.stonier@state.vt.us](mailto:pam.stonier@state.vt.us)).

**Action Item #5:** NEEP will update the Steering Committee on developments with the Retail M&V MBPs, and expects to recruit Forum members to engage more actively when a formal comment period is opened by NAESB on proposed MBPs (likely in winter 2012).

#### *US DOE State Energy Efficiency (SEE) Action Update*

As part of its SEE Action work, US DOE is updating the National Action Plan for EE (NAPEE) Model Impact Evaluation Guide. Julie and Elizabeth have been invited to review EM&V glossary terms as part of the update effort. Julie noted other SEE Action project activities as provided in the meeting presentation.

#### *US DOE Uniform EM&V Methods Project Update*

This DOE project has been launched as a separate, but coordinated with, the SEE Action EM&V work. The Uniform EM&V project is more technical and detail in nature, and builds on the Forum's *Regional EM&V Methods Guidelines*. Dave Jacobson, consultant and former National Grid staff, is serving as technical expert on the project, and Julie Michals is on the project Steering Committee. As such, the Forum's work and representation is being brought to the DOE project. This is also a net savings subcommittee, on which Elizabeth Titus of NEEP is serving. Julie reviewed the schedule for the DOE project, which is scheduled to be complete in summer 2012.

#### *2011 Forum Budget*

Julie provided a budget update for 2011. If the Steering Committee has any questions, Julie asked them to follow up with her. She stated that there is an \$870k carryover to 2012, and the carryover from 2012 to 2013 is estimated to be about the same. Sue Coakley (NEEP) reminded the Steering Committee that they need funding approvals to maintain the flow of work.

#### *Proposed 2012 Forum Agenda & Budget for Steering Committee Adoption*

##### *Review of process for developing proposed agenda and budget*

Sue Coakley gave a quick overview of the agenda and budget development, a process that is participant driven. Sue covered the criteria for projects selected. She noted a shift in overall focus of projects towards R&E and Education & Information Access as provided in the 2012-2014 Forum Plan framework which was presented to the Steering Committee in September. The same cost allocation framework is being used as last year. Project costs are allocated on retail sales with a 10% contingency built into each project plus a 3% contribution to NEEP reserve fund. There is a higher base cost due to the role of NEEP in REED project. Sue noted the creation of 2 budget scenarios, one with partial US DOE funding, and one with full US DOE funding.

##### *Review of projects, budgets/revenue plan and state allocation, Q&A*

Sue Coakley reviewed the two scenarios considering the variability of US DOE funding. There is a slight increase in the 2012 budget from the 2011 budget. If there are specific questions about budget, Steering Committee members should contact Julie. Julie referred to the Summary of State Interest in Regional EM&V Forum Proposed 2012 Projects document which summarizes each Forum state's interest in the proposed projects, and the associated budget and end product. NEEP is still working with a couple project subcommittees to confirm project scopes (Incremental Cost and Loadshape research).

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Should there be any changes to the agenda/budget, NEEP will inform the Steering Committee. Sue noted that the availability of US DOE would not change projects but rather increase support to states on REED and other base costs. Julie referred to the 2012 budget with both scenarios (highlighted in blue in scenario 2 are the changes due to full DOE funding). NEEP is seeking funding also from US EPA to fund \$40k of \$180k in federal grant funding for REED. In closing, Sue clarified the difference in support dependent on US DOE funding: as an example, she noted that partial funding would allow NEEP to deliver REED support to states in the form of Forum-wide webinars, while full funding would allow for state specific in-person technical support and training, among other things.

Paul Roberti (RI PUC) opened up the call for budget discussion. He noted he was satisfied with the effort and share of costs to states which will benefit from the work. He also expressed his excitement for the REED and ISO-NE project since it provides an exciting opportunity for energy efficiency in the region. The incorporation of energy efficiency in long-term system planning will induce a deferment of 600 megawatt requirement, preventing transmission installations that would otherwise be needed. Paul called on fellow Steering Committee members to encourage their program administrators to take on this opportunity of significant value and support the effort.

#### *Vote to adopt 2012 Agenda & Budget*

Julie read the "vote to adopt" question to the Steering Committee, and Paul Roberti made a motion to put forth a vote to approve the 2012 budget and agenda. Denis Bergeron (ME PUC) seconded the motion. All parties responded yes, with no dissensions. The 2012 Forum Agenda & Budget were approved by all members.

**Action Item #6:** The Steering Committee adopted the proposed 2012 Forum Agenda & Budget. NEEP will inform the Steering Committee of any revisions to the adopted agenda or budget.

#### *Update on 2012-2014 Forum Plan development, next steps*

Julie noted that the NY PSC gave their approval for Forum funding for 2012-2015. She noted that multi-year funding commitments and purchase orders can be made and is the preferred method from an accounting perspective and the nature of the projects that carry over from one year to the next. Julie stated that NEEP is to develop the 2012-2014 Forum Plan by the March Steering Committee Quarterly meeting, which will reflect any changes to the 2012 agenda/budget or revenue plan. Julie ended the meeting by informing the audience of the planned months in 2012 for Project Committee and Steering Committee meetings, with specific dates and times to be determined.

**Action Item #7:** NEEP to proceed with the development of contracts with Forum funders based on Steering Committee adoption of the proposed 2012 Agenda & Budget.

The meeting was adjourned at 4:00pm