



**REGIONAL EVALUATION,  
MEASUREMENT & VERIFICATION FORUM**

**Quarterly Steering Committee Meeting  
September 22, 2011, Teleconference Notes and Action Items**

**Participants:**

Name	Organization
Dennis Hartline	Maryland Energy Administration
Crissy Godfrey	Maryland Public Service Commission
Tina Halfpenny	Massachusetts Department of Energy Resources
Erin Malone	Massachusetts Department of Public Utilities
Barry Perlmutter	Massachusetts Department of Public Utilities
Marilyn Ross	Massachusetts Department of Public Utilities
Jollette Westbrook	Massachusetts Department of Public Utilities
David Jacobson	National Grid
Clifton Below	New Hampshire Public Utilities Commission
Amy Ignatius	New Hampshire Public Utilities Commission
John Scherer	New York Department of Public Service
Lisa Shea	NSTAR
Rich Sedano	Regulatory Assistance Project
Paul Roberti	Rhode Island Public Utilities Commission
Pam Stonier	Vermont Public Service Board
Sue Coakley	NEEP
Cecily McChalicher	NEEP
Julie Michals	NEEP
Jim O'Reilly	NEEP
Elizabeth Titus	NEEP

*This meeting was digitally recorded*

**Meeting Action Items:**

1. The Regional Energy Efficiency Database (REED) will not require a state to fill out all forms before it can submit its data. REED reports to indicate which states have submitted data.
2. Steering Committee members to encourage use/referencing of Forum products in their state.
3. NEEP to continue to monitor national EM&V projects, including the US DOE Uniform EM&V Methods Project and NAESB Retail M&V Project, and keep Steering Committee members updated.
4. Steering Committee members are encouraged to [register](#) for the Forum's Annual Public Meeting, which will take place on October 12 in Albany, NY.

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5. NEEP to draft a letter to US DOE from all Steering Committee members regarding the importance of renewing US DOE funding of the Forum for an additional three years.
  6. NEEP to develop a 2012 agenda and budget with level state funding and no US DOE funding for Steering Committee review and adoption at the December 8 quarterly meeting.
  7. NEEP to follow up with ISO-NE to determine if they could potentially fund the Forum.
  8. The next Steering Committee meeting is scheduled for December 8 from 2-4pm.

#### Meeting Overview:

Julie Michals (NEEP) opened the meeting and introduced the meeting attendees. She thanked departing Steering Committee co-chair Clifton Below (New Hampshire PUC) for his excellent work and introduced Paul Roberti (Rhode Island PUC) as the new Steering Committee co-chair. Paul Roberti is joining Rich Sedano (Regulatory Assistance Project) in the Steering Committee co-chair role. Amy Ignatius was also welcomed as a potential new Steering Committee member representing the New Hampshire PUC.

Co-chair Rich Sedano introduced the meeting agenda and encouraged everyone to participate in this meeting, which will begin discussion about the next few years of Forum activities. He also encouraged Steering Committee members to use the resources on the Forum website (<http://neep.org/emv-forum>).

Julie Michals provided several Steering Committee membership updates. There have been a few changes in membership since the last quarterly meeting. Delaware may likely fund and participate in the Forum in 2012, but Phil Cherry will not represent Delaware on the Steering Committee. Carolyn Snyder, Director at the Division of Energy and Climate at the Dept of Natural Resources and Environmental Control has been invited to participate as the Delaware representative.

#### A. Forum Updates

##### *Regional Energy Efficiency Database (REED)*

Julie Michals provided an overview of the Regional Energy Efficiency Database (REED) project. This project will implement the Common Statewide Energy Efficiency Reporting Guidelines that the Steering Committee adopted last December through the development of a data collection tool, database, and set of reports. The REED subcommittee includes a range of stakeholders responsible for populating the data collection tool. NEEP has made an effort to include ISOs in the region in the subcommittee. Currently, the subcommittee includes representation from ISO-NE and NYISO, and NEEP has also invited PJM to participate.

Julie Michals explained that the reports available through REED will include: annual energy savings, lifetime energy savings, peak demand savings, expenditures, cost of saved energy, avoided emissions, and job impacts. Additional reports may be added in the future depending on needs. Users will be able to sort/compare any combination of state data and aggregate data to compare regions. The project will be completed in early 2012, and REED will be used starting in 2012 to report 2011 energy efficiency results. NEEP will provide another demonstration at the December 8 quarterly Steering Committee meeting.

Julie Michals demonstrated the REED online user interface. She reviewed how to download the reporting forms and upload them back to the website. She also showed an example collection spreadsheet for Table 1.1 and explained that the data collection forms include data validation capabilities based on business rules that NEEP has developed.

Julie Michals explained that the online system is currently designed so that states are required to complete all collection forms before the full set of forms can be submitted to the database.

Subcommittee members have stated that states might not be able to fill out every form. She asked if it is appropriate to require states to fill out all the forms or to provide for flexibility if states do not have data for all of the forms.

Clifton Below stated that it may be detrimental to be overly prescriptive. He would like to encourage states to submit as much data as they can, but not require all tables to be completed before the data is submitted. Amy Ignatius agreed and added that it is important that we not let "the perfect be the enemy of the good."

Pam Stonier (Vermont Public Service Board) stated that she would like some indication in the reports about which states did not complete which data points. This will allow us to know how broad an area is represented in the database.

Julie Michals showed an example report from REED demonstrating the cost of saved energy in each state. She explained that the data reflected in the table is 2010 data that NEEP pulled together from various state reports. The wide variation in cost of saved energy between states demonstrates the need for this project.

Pam Stonier asked if ISO-NE is participating in this project. Julie Michals replied that ISO-NE and NYISO are represented on the project subcommittee. The data from REED will be available for the ISOs to use in their models, but right now it is uncertain whether or not they will choose to use the data.

Paul Roberti stated that consistency in reporting between states is critical to increase the credibility of energy efficiency for ISO forecasting purposes. He would like to ensure that Forum participants in each state are really engaged in this project and will use REED.

**Action Item:**

1. The Regional Energy Efficiency Database (REED) will not require a state to fill out all forms before it can submit its data. REED reports will be designed to indicate which states have submitted data.

***Use/Referencing of Forum Products***

Julie Michals reviewed the Forum's Protocol Development products that have been completed to date and requested Steering Committee leadership to support the implementation and use of these products. She cited the [Delaware SEU's recent RFP](#) for its evaluation work as an example of how the Forum can be referenced in Forum states.

Paul Roberti asked if regulators should require that Forum products be used. Julie Michals replied that regulators should consider requiring the use of Forum products but be sure to determine if they are appropriate for that particular state. She added that it would be helpful if state guidelines and orders would include guidance for using Forum products. It would also be helpful for program administrators to cite Forum products that can be used and referenced by the contractors when they issue RFPs.

Sue Coakley (NEEP) encouraged the thoughtful integration of Forum products into existing reporting requirements.

Paul Roberti stated that Rhode Island's three year plan was recently filed, and he will talk with staff to make sure Forum products have been considered. He recommended that other states do the same.

Julie Michals mentioned that the ISO-NE's draft 2011 regional system plan references the Forum's Common Statewide Energy Efficiency Reporting Guidelines. There is a panel at the Forum's Annual Public Meeting in October that will discuss incorporating energy efficiency into regional system plans.

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**Action Item:**

2. Steering Committee members to encourage use/referencing of Forum products in their state.

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

Julie Michals explained that NEEP has been engaged in the US DOE SEE Action project. A project to develop consistent EM&V methods has spun off from SEE Action and is now its own DOE project. The target audience is states that are new to energy efficiency and are ramping up energy efficiency programs. This effort has repeatedly referenced the Forum's work. NEEP is serving on this project's Steering Committee along with NASEO, utilities, regional organizations, and ESCOs.

Pam Stonier added that it is important for the Forum both to share its work and to incorporate ideas coming from these national efforts into Forum projects. Julie agreed that DOE will want the uniform EM&V methods to be guidance for all, and they may help inform Forum products.

***NAESB Retail M&V Project***

Julie Michals provided an update about the NAESB retail M&V project. She explained that the working group developing the standards/model business practices (MBPs) has not been able to come to consensus on a set of standards for the retail quadrant. Several retail working group participants would like to make the retail standards more like the wholesale standards, which NAESB adopted earlier this year. Working group discussions are still in progress, and new draft standards are being developed. NEEP may engage Forum participants to provide direct comment when new draft comes out. NEEP has encouraged DOE and NAESB to coordinate their efforts, but each is pursuing its own path to develop a set of guidelines. NAESB has a strong relationship with FERC, and the standards/MBPs will be targeted to NARUC and to FERC.

Julie Michals shared that Pam Stonier has joined NAESB and became committee member, which allows her to vote on these documents. Pam added that it is important for regulators to participate because they are not well represented in the committee.

**Action Item:**

3. NEEP to continue to monitor national EM&V projects, including the US DOE Uniform EM&V Methods Project and NAESB Retail M&V Project, and keep Steering Committee members updated.

***Forum Website***

Julie Michals provided an overview of the resources on the Forum website and encouraged Steering Committee members to use the website. Resources on the website include final Forum products, information about Meetings and Events, the EM&V Library, and private pages for the Steering Committee, Project Committees, and all project subcommittees.

Julie Michals shared that information about the Forum's 2011 Annual Public Meeting is also available on the website and encouraged Steering Committee members to register. The meeting will take place on October 12 in Albany, New York. The meeting topics include a panel on Cost Effectiveness Testing that focuses on the TRC, a panel on Regional System Planning that includes representatives from the ISOs as well as EPA, and panels that focus on Forum activities. Kathleen Hogan from the US DOE will also be participating as the luncheon speaker.

**Action Item:**

4. Steering Committee members are encouraged to [register](#) for the Forum's Annual Public Meeting, which will take place on October 12 in Albany, NY.

**B. Overview of Preliminary 2012-2014 Plan**

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Rich Sedano reviewed the Forum's activities, goals and purpose to date. He shared that the Forum staff has worked to develop a plan for the next three years. The goals and objectives are:

1. Effective use and implementation of Forum products in Forum states
2. New protocol development efforts to target emerging technologies or other new areas
3. Conduct joint R&E to develop data to support EE program savings estimates
4. ISO/RTO adoption and use of Forum products in planning and assessment of energy efficiency
5. Evolve Forum's Regional Energy Efficiency Database (REED) to meet state and regional needs
6. Align national protocols with Forum products (for EM&V methods, common reporting, and savings assumptions)

Julie Michals provided more information about the Forum's preliminary 2012-2014 plan. She shared that the plan largely follows the Forum's goals and activities over the past three years. The preliminary plan reflects feedback from the Forum Evaluation, which recommended shifting the focus on protocol development from developing new protocols to implement completed projects, increasing the focus on research and evaluation, and building on education and information access activities.

Julie Michals explained that Forum staff issued a survey to Forum participants this summer to prioritize potential 2012 projects. Due to end of summer schedules and Hurricane Irene, we have not yet received responses from all states. At this meeting, we would like initial feedback from the Steering Committee on potential 2012 projects. This fall, NEEP will develop a final proposed 2012 agenda that incorporates feedback from Forum participants in each state and will bring the proposed agenda to the December 8 Steering Committee meeting for review and adoption.

Julie Michals asked for feedback in particular about two potential protocol development projects:

- Policy Research on Current Practice and Challenges with Cost-Effectiveness Testing
- Develop Guidelines for Integrating EE into System Planning

Clifton Below suggested that we recognize that system planning is being worked on with NECPUC and ISO-NE.

Amy Ignatius stated that it would be important for the system planning project to recognize that planning is a conservative function and get beyond an advocacy approach that would encourage doing everything possible to incorporate energy efficiency. Julie Michals replied that incorporating energy efficiency is challenging, especially for ISOs that involve multiple states like ISO-NE. ISO-NE is currently discussing a few methods for incorporating energy efficiency, including the method used by NYISO. The importance of having consistent methods across regional system planners is uncertain.

Pam Stonier stated that she is very supportive of including the System Planning project on the agenda because it provides a forum for people at different levels to discuss their different approaches. She believes the region would be collectively smarter as a result of this interaction.

Turning to the 2012 Forum budget, Julie Michals explained that the draft 2012 budget is slightly higher than the 2011 budget. The 2012 budget includes a slight increase in research and evaluation costs, a large decrease in protocol development costs, and an increase in education and information access costs, primarily to support REED.

Sue Coakley explained the process for developing the 2012 budget. She explained that NEEP will continue to try to leverage funding across a range of sources. The primary funding source will be participating states, following the same cost allocation framework used in previous years.

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Sue Coakley explained that US DOE may not fund a portion of Forum base costs as it has in previous years. Since the Forum began, NEEP has accessed \$160,000/year in base costs from US DOE. NEEP has reached out to DOE about renewing base funding of the Forum, but they are not able to commit to funding the Forum at this time. DOE does not know what their funding levels will be for 2012 and are in the process of establishing internal priorities and reviewing their processes for providing funding. For the past three years, DOE has provided 11% of Forum funding.

Sue Coakley recommended that the Steering Committee send a joint letter to US DOE encouraging them to renew Forum funding for an additional three years. She asked if Steering Committee members approve of this approach.

Paul Roberti agreed that this is a reasonable approach. He stressed that it is important for DOE to understand that funding the Forum should be a priority. Pam Stonier agreed that joint outreach as a Steering Committee would be helpful. She suggested emphasizing that the Forum is intended to coordinate and simplify evaluation in the region. Rich Sedano confirmed that Steering Committee members are generally supportive of this approach.

Julie Michals stated that NEEP will develop a joint letter to DOE on behalf of the Steering Committee and send it to Steering Committee members for review before it is sent.

Sue Coakley asked if NEEP should develop a 2012 budget that reflects level state funding and no DOE funding or a 2012 budget that makes up for the lack of DOE funding by assuming more state funding. Julie Michals also asked if there are other funding sources that NEEP should consider.

Rich Sedano suggested developing a budget with level state funding and no DOE funding so that DOE can fully appreciate why it is important for them to participate. He added that it is important for states to appreciate that there will be somewhat less service under a reduced budget scenario.

Amy Ignatius agreed that this approach would drive home the role of the US DOE. She added that there is no increased funding in New Hampshire for this type of work. She cautioned that raising the costs for New Hampshire may result in a cut to the funds that are available.

Rich Sedano asked if states would encourage ISO to participate/fund the Forum. Julie Michals agreed to follow up with ISO-NE to determine if funding may be available.

Julie Michals closed the meeting and shared that the next Steering Committee meeting is scheduled for December 8 from 2-4pm.

**Action Items:**

5. NEEP to draft a letter to US DOE from all Steering Committee members regarding the importance of renewing US DOE funding of the Forum for an additional three years.
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