



EEB Evaluation Committee Monthly Meeting Minutes

Monday May 7, 2018 – 10:00-10:45

Department of Energy and Environmental Protection – Public Utilities Regulatory Authority,
Commissioner's Conference Room, OCC, 10 Franklin Sq., New Britain, CT

Meeting Materials in Box folder: <https://app.box.com/s/xxxx>

Call-In Number: 303/900-3524; WEB Access: www.uberconference.com/skumatz

*(Backup number – only if primary # doesn't work – 720/820-1390 Code (1st caller) 8296#
www.join.me/SkumatzEconomics)*

1. Attendees: Duva*, Melley, Gorthala*, McLean-Salls (Acadia), Swift, Ingram, Oswald, Reed, Mosenthal, Skumatz, Prah, Wirtshafter, Jacobson, Guest: Franks. (To Do items underlined)
2. Public Comment -None
3. Approval of Minutes from previous meetings- not a quorum. E-vote March & April minutes with March and April invoices.
4. Non-Project Updates and Issues
 - a. Review Interim progress / highlights;
 - Interim e-votes and meetings (Skumatz read activities from April at bottom of agenda).
 - Upcoming kickoff and data meetings – Jacobson scheduled C1635 Kickoff meeting for EO Impact for This Thursday 9-10am eastern / invitation to follow.
 - Status of Data requests and deliverables / dates / upcoming (as needed) / Introduction and review of Timeline Report -
 - Skumatz walked through new timeline document, meant to document the four steps in data requests, with form designed to meet request of DEEP's order. Requested attendees review and see if it meets their needs.
 - Lisa Notes that right now there is one problematic data request that was not reported in time to make the sheet: C1634's due date for data request #1 is 4/27, and the data from UI is 1 week late and needs to be delivered asap or the project runs the risk of not being able to get into the field for the summer, adding big time delays and extra costs. Oswald says he found some glitches, and UI is trying to get the data out today or tomorrow.
 - Concern from utilities that they don't want to be held to / dinged for every day of possible variance. Skumatz noted that this is not the purpose, but rather designed to meet DEEP order, and to provide better and more timely documentation of when items are / have become problems, and those are the ones we'll highlight at meetings so priorities are clear. We had trouble getting this level of documentation when we had data problems we assessed dollars for last year. DEEP wants to know if this is the form they

get to approve. Skumatz notes it is meant to track four items (data request / due; data discussion call; written agreement from utility on date / content; data delivery). DEEP may want another form, but should also review this for sufficiency / approval. Utilities also noted the process is improved and it is not good to have it be too cumbersome.

- b. SERA team invoices – March and April submitted; on target – To E-vote with minutes.
- c. Question for utilities on invoicing percentages. – Skumatz requests utilities to provide definitive information on what percentages should be invoiced to which utilities / sub-utilities. Skumatz found variations in some invoices currently being paid. UI would also like more information on invoices related to tasks being billed by subcontractors. Melley / DEEP also requests / requires a clearer account of future evaluation expenditures; developing a protocol that documents funds allocated to evaluation studies by task, budget details and year. This covers Evaluation Administrator (already tracked in this manner) and subcontractors. EA Team will work on adding link to Tasks on subcontractor invoices.
- d. Discussion of Projects / Status (and data) – *see Gantt & Project summaries-Walk-through of Projects / Monthly Status Report* – focus on Gantt “changes” and status of new projects; update on results of call / meeting on “new” steps for projects
 - C&I Projects (Chiodo & Jacobsen)
 - C1630 – report finalized, presentation delivered, last steps are data transfer.
 - C1641 – site results reviewed, analysis / report in process. Shows draft in June.
 - C1634 – Project underway – data request issue noted earlier.
 - C1635 – Sample design complete, scheduled kickoff for this Thursday 9-10am.
 - C1644 – sample design underway, and kickoff meeting to be scheduled.
 - Residential Projects (Skumatz & Wirtshafter)
 - R1613/14 – expect final report in next few weeks, followed by presentation.
 - R1616/1708 – Held kickoff, on-site protocols being drafted and staff training for site visits being conducted. On-sites begin soon.
 - R1702 – Draft report expected out today.
 - R1706 – completed fielding web survey in April. Caught up sufficiently on MF sample. Scheduling site visits.
 - R1707 – Distributed round 2 to Delphi panel; analyzing results in May.
 - R1709 – Skumatz will be focusing on getting revisions going this month.
 - R1603 – Data requests / data meeting held. Data cleaning / awaiting other data.
 - R1705 – Developed tablet software, holding team training, scheduling on-sites.

Utilities note some of the projects are substantially behind, and some of the comments in the project summaries are not accurate (still beating on very old news about data issues). EA Team will try to find and update those old items. Utilities also note they need reports and results to drive this important new 3-year plan sooner rather than later. Drop dead date is Aug 1, but sooner is better, especially if there is a large change affecting plans. Of particular note / delay are projects DHP, 1641, 1613, among others. Priority for EA Team to get results and reports out to inform plan.

5. Other items –

- a. Update on DEEP / NEEP M&V 2.0 Grant or other projects. No updates.

*** Supporting Materials in Box folder and attached, including:

- Updated Gantt Chart & Project Status Summary
- E-votes / call notes (attached)
- Data dates and progress (coming)
- Minutes from previous meeting
- SERA Invoice

Summary of 2017-18 Votes To Date –

Minutes & Invoices Approvals -

2017	Minutes for the month	SERA Invoice
April 2018		•
Mar 2018		•
Feb 2018	PASSED – (O’Connor 3/14, Gorthala abstains 3/14; Melley 3/21, Dornbos 4/6) Need Dornbos	• PASSED – (O’Connor, Gorthala 3/14; Melley 3/21, Dornbos 4/6)
Jan 2018	PASSED – (O’Connor, Gorthala 3/14; Melley 3/21, Dornbos 4/6)	• PASSED – (O’Connor, Gorthala 3/14; Melley 3/21, Dornbos 4/6)
Dec	December minutes –PASSED – (O’Connor and Dornbos 1/9; Gorthala Abstained not present 1/9, Deep approved to approve in 1/17/18 email with question / question answered).	• Invoice thru 12/13 - PASSED EVOTE / Distrib 12/13; In favor Dornbos, Gorthala, O’Connor 12/14. • Est invoice thru EOM – PASSED EVOTE (Distrib 12/21; In favor O’Connor and Gorthala 12/21; In favor Dornbos 12/22.
Nov	PASSED vote during meeting 12/11/17 (O’Connor / Melley / Gorthala)	PASSED vote during meeting 12/11/17 (O’Connor / Melley / Gorthala)
Oct	PASSED e-vote Melley (11/8), Dornbos (11/14), O’Connor (11/14, reiterating vote during meeting)	PASSED e-vote for Aug-Oct Invoices – Dornbos, O’Connor, Gorthala, Melley (11/14).
Sept	PASSED e-vote Melley, Dornbos, O’Connor 10/13; Gorthala 10/14.	See above
Aug	PASSED-e-vote O’Connor, Gorthala 9/11; Melley 9/12; Dornbos 9/19.	See above
July	PASSED-e-vote O’Connor, Gorthala 9/11; Melley 9/12; Dornbos 9/19.	PASSED e-vote O’Connor, Melley, Gorthala 9/13; Dornbos 9/19.
June	PASSED-e-vote O’Connor, Dornbos, Gorthala passed 7/10/17; Melley abstains (minutes too long, not always accurate)	PASSED-e-vote O’Connor, Dornbos, Gorthala passed 7/10/17
May	PASSED-in meeting O’Connor, Gorthala, Melley (6/12/17)	PASSED-in meeting Gorthala, O’Connor, Melley (6/12/17)
April	PASSED-Evote Oconnor, Gorthala (5/31/17); re-sent 6/9; in favor Dornbos, Melley (6/12/17)	PASSED-Evote Oconnor, Gorthala (5/31/17); re-sent 6/9; in favor Dornbos, Melley (6/12/17)
March	PASSED-Evote O’Connor, Dornbos, Melley, Gorthala 4/13/17	PASSED-Evote O’Connor, Dornbos, Melley, Gorthala 4/13/17
February	PASSED-Evote O’Connor, Melley, Gorthala 3/9/17	PASSED- Evote O’Connor, Melley, Gorthala (3/9/17)
January	E-vote O’Connor 2/6, Gorthala 2/6; re-sent out for third vote 7/10/17	PASSED- Evote O’Connor, Melley, Gorthala (3/9/17)

Other Votes / Meetings / Tracking –

April 2018

- 4/2 – Presentation C1639 SBEA
- 4/10 – Data Call C1634 Request #1

- 4/23 – HES & IE Impact Data and program discussion

March 2018

- 3/20 – HES & IE Impact Kickoff
- 3/21 – Kickoff for SF and MF On-site Studies (R1616, R1705)

February 2018

- 2/6/18 – EA Team memo on viable project / oversight combinations
- 2/15 – Data Request #1 call C1635
- 2/27 – DHG Working Group meeting R1617

January 2018

- 1/25/18 – Review draft C1630 distributed
- 1/19/18 - EA Team Sent note to contractors on project status
- 1/17/18 – PASSED – Add \$70K to budget for R1641 (discussion & memo in eval committee meeting). Votes via email: O'Connor 1/8/18; Dornbos 1/9/18; Melley 1/17/18; Gorthala abstain 1/9/18 (not at meeting).
- 1/9/18 – one pager for EEB Board summarizing Eval Rec'm for sweep prepared; delivered / discussed with EEB by Skumatz.
- 1/9/18 – Motion / Memo on Sweep Passed. EA Team memo on Eval Rec'm for sweep – Projects and EA team budget recommendation – BOTH PASSED by committee (O'Connor, Dornbos, Gorthala with clarifications, 1/9);
- 1/4/18 – Review draft R1613/14 distributed

December 2017

- 12/1 - HES Process and Impact Data meeting
- 12/6 – Data Call R1707
- 12/11 - Memo (during meeting) reconfirming data cost allocations to projects (for utility notice), funds to draw temporarily from evaluation, authority for contractors to spend and re-submit invoices to utilities.
- 12/11 - Call between Skumatz /Swift on Sweep calculations / clarification of carryover treatments, etc.
- 12/11 – Vote in committee to augment budget of C1641 by \$70K
- 12/12 - VOTE APPROVE sweep approach - O'Connor sent EA team budget sweep revised memo from 12/11 meeting to committee; in FAVOR of general recommendations / approach: O'Connor (12/12), Dornbos (12/13), Gorthala (12/13) with conditions (O'Connor - try to work with DEEP on 1663; Dornbos – approve overall compromise effort / approach with clarifications; Gorthala – agree with Dornbos / address DEEP issues); DEEP abstains but raises issues / questions.
- 12/13 – Skumatz responded to DEEP question.
- 12/13 - EEB meeting on Sweep – Skumatz attended via phone.
- 12/13 - Skumatz attended Residential committee meeting to monitor regarding evaluation / sweep
- 12/12 - Skumatz and Chiodo(?) attended Commercial Committee meeting to monitor regarding evaluation / sweep
- 12/19 – Call with utilities to understand / discuss elements of budget sweep (Skumatz and others)
- 12/20 - R1602 RNC report presentation

November 2017

- 11/2 – Kickoff NEI project (R1709)
- 11/13-DR pilots programs info (R&C)
- 11/14 – PASSED October minutes
- 11/14 – PASSED SERA invoice Aug-Oct
- 11/28 – Impromptu data call R1707/RNCNTG

October 2017

- 10/2 - Data Processes meeting
- 10/4 – Data call – R1707 (RNCNTG)
- 10/5 – Data call – R1706, R1616, R1705 (RASS, Lighting, MF)
- 10/5 – Kickoff R1702 (codes and standards)
- 10/13 – Evotes requested on minutes (passed; see table above)
- 10/13 –PASSED - C1630 budget increase of \$5K (evote #2); In favor O’Connor 10/13, Dornbos 10/13; Melley no answer in 10/13 email; Gorthala abstain 10/14; Gorthala in favor 10/30.
- 10/16 – Data meeting NEI project (R1709)
- 10/20 – UI contracts approval process update meeting
- 10/30 – R1704 HES Programs update discussion

September 2017

- 9/5 – Discussion of UDRH
- 9/5 – Data request discussion 1706/1616/1705
 - 9/21 - R1615 LED NTG Project Presentation
 - 9/22 - R1706 RASS Kickoff
 - 9/28 - R1707 RNC NTG Kickoff
 - 9/29 - R1606 Behavior Retention Project Presentation

August 2017

- 8/1 – Meeting on recommendations for PSD revisions to Residential HVAC measures – boilers, furnaces, HPWH, circulating pumps
- 8/9 – presentation to EEB on data costs issue
- 8/11- Data cost call
- 8/24-Data request meeting 1630
- 8/25-Data cost call

July 2017

- EEB full board vote on Data memo passed
- 7/31 – Meeting on recommendations for PSD revisions to Steam Trap equation
- 7/23 – Meeting on recommendations from 1602 on UDRH

June 2017

- Approved / Passed – Memo Summarizing Mini-RFP Results (in favor O’Connor, Dornbos, Gorthala, 6/5/17)
- Approved / Passed – 2 parts / both approved: Approving Memo identifying extra costs to evaluation projects because of data issues from utilities and identifying the assessment to each utility and recommending addition to each of the project budgets, with the money to be pulled out of funds that are not evaluation funds. (in favor O’Connor, Dornbos, Gorthala. 6/22/17)

May /June 2017

- None additional.

April 2017

- Interim Meeting -1617 DHP Working Group – 4/10/17

March 2017

- None additional

February 2017

- Approved/passed Evaluation Plan Update (votes in favor 2/8/17: O'Connor, Dornbos, Gorthala)

January 2017 Interim votes and interim committee meetings – not final

- Votes in favor of evaluation plan (in favor O'Connor & Gorthala 1/9/17; Dornbos 1/12 – passed). 1/24 DEEP votes against.
- December 2016 minutes passed (In favor 1/9 O'Connor, Melley, Gorthala, Dornbos).