



EEB Evaluation Committee Monthly Meeting

TUESDAY October 11, 2016 – 10:00-12 noon

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/pziyqxyh562byorpcw3dbc7guv08n48o>

NEW Call-In Number: 720/820-1390 Code (1st caller) 8296#

(Backup number – only if primary # doesn't work – 641-715-3580 code 327934#; host 8296)

WEBINAR ACCESS: www.join.me/SkumatzEconomics

MEETING MINUTES

Committee Attendance: O'Connor*, Melley, Oswald, Dornbos*, Duva*

EA Team: Skumatz, Chiodo, Wirtshafter, Jacobson

Guests: Lawrence (Optimal Energy); Franks (DNV)

1. Public Comment – None.
2. Discussion of Notes / minutes from previous meeting provided, interim calls, and e-votes.
Recommend change to minutes going forward. Current formatting works; important to keep minutes and vote tallies. Include discussion (where important) and votes – starting next month.
 - a. **Agreed by attendees** to return to process of more formal adoption of minutes in future.
 - b. Note to committee: Minutes going forward are expected to shorter than this, highlighting conclusions of discussions, and votes.
3. Non-Project Updates and Issues:
 - a. Review Thursday reports and highlights - Skumatz noted recent change of focus for the Thursday report, needed because data issues are coming close to – or are – holding up progress of projects. Hope to return to the old style of Thursday reports which focus on providing committee with reminders of upcoming meetings, e-votes, and report reviews.
 - b. SERA invoice, and Transition / Invoicing Discussion – Introduced latest invoices, which cover July and August with older team – not September and October, which introduce some transition costs and the October one, which will require substantial reformatting of the invoice with larger team. Skumatz noted that the budgets through August are “less than proportional” to the amount of year remaining – that is, there is 33% of the year left, but 40% of the budget left after August. Skumatz notes that three things will cause that difference to shrink: transition costs; the plan to issue the batch of short turnaround “mini-RFPs” (not bids); and plans to try to get several additional one-pagers approved by year end for carryover purposes. By the next meeting, we should have a better idea of transition element of that set of costs, as we do expect that introducing a new team will lead to some transition costs potentially or likely beyond original 2016 budget. **Feedback that the issues are generally understood and will look for further information on transition costs. Committee to e-vote on July/August invoices.**

4. Introduction of New Evaluation Administrator Team (except Pahl / vacation) – Using the PowerPoint submitted, each member of the new evaluation team introduced itself. Skumatz provided background on roles and organization (and introduced Pahl, who was on vacation).
5. Discussion of Projects / Status (and data) – *see Gantt & Project summaries* - Walk-through of Projects / Monthly Status Report / Gantt
 - Intro – Skumatz– Noted that the **major comments on nearly all the projects would cover data issues**, which are outlined in the Thursday report.
 - **Residential projects** – (Skumatz and Wirtshafter)
 - Skumatz summarized projects - R1606 HER Behavior retention (one last data issue to clarify, and project still expects to finish end of year).
 - R1602 RNC is moving forward in the few areas it can (IDIs), but has a substantial data issue (especially non-participants and billing data) affecting its next key steps.
 - R1613/14 HVAC is also working to do what it can (instruments, customer facing materials, etc.), but faces substantial data issues – some fairly simple (program materials), and others more complicated (billing data), but all critical to continued movement on this project.
 - R1617 DHP project is focused on providing key information for PSD related to impact results for different scenarios and decision-making modeling to get implementable results following precursor studies. Working group is providing CT program and measure context, information on other research, and is discussing “buckets” or “scenarios” and modeling approaches to assure the PSD inputs that are needed are well defined and covered by the project. Data issues are not a concern.
 - Wirtshafter summarized R1615 LED NTG, noting it is underway and moving well, as it is similar to past studies and work by consultants in other states. Implementers need to provide additional information on promotional activities as that is the basis for the modeling work. Scheduled to finish early next year.
 - **C&I Projects** (Chiodo and Jacobsen)
 - Chiodo discussed C1630 – Largest Savers: Consultants working on getting into field. So far 2 of 11 summer sites have meters deployed and remainder will be sited in 2017. 24 sites are not cooling specific and will be deployed over next few months. They are working on contact with key account managers (these are largest accounts) and have about half. Project is moving along.
 - Jacobson discussed C1639 Small biz impact and process. Project has been going on for a while. Impact section has completed 16 site visits and have another 9 to do so soon, so impact part going fairly well. Process side has data issues - can't get participation data for 2016, so have to use older participant data for process evaluation (making it less timely). Need more data for billing evaluation for customers that were eligible for the program. .
 - Jacobson discussed 1641 BES and Prime: Was a webinar on the evaluation, sample has been drawn, waiting for project file data and can't move forward until it is received because we can't derive sample by measure until this information is received / urgent. Data request sent Aug 19. Oswald stated he expects to send data within days.
 - Taren comments about apparent problems on data – how to get that moving? Suggests possibly powwow offline. Oswald notes some of the data (like non-participants, which arises in R1602 and others) are more challenging for IT staff and slower than utilities anticipated. Making progress on AMI data. Skumatz notes that the R1602 may need a Plan B for data at some soon point; Also for R1602 deliverables D1 (billing analysis memo) and D2 (process evaluation memo) will have difficulty meeting schedule because of data issues.

- R1615/1616 Lighting project initial one pager and approval included beginning pieces of 1616 and committee should expect additional steps in the 1616 portion of the project to come forward in an updated one-pager soon.
- a. Important discussion of timing of 3 year budgets for evaluation / carryover (Skumatz). The process of getting one pagers approved, the staggered start, the data issues, and C&I projects that were not yet started, we do not expect 2016's \$3 million evaluation budget to be accomplished (are trying to get as much accomplished as possible). Expect very strongly that we will have less spent in 2016 and more in 2017 and a timing problem for budgets arises. Question about carryover procedures / years for booking projects. We understand that the process may now be a 3-year plan and there may be a process for allowing dollars to move between years within that plan. Duva confirms we can move between years, but notes that it must be clear for utility accounting records. O'Connor confirms if project starts in 2016 (one-pager approved) but carries over to 2017, still considered coming out of 2016 budget, and must be clear for record-keeping. That flexibility exists because three year planning process. Information on project budget expectations will be brought forward.

6. Roadmap discussion

- a. Skumatz walked through document that walked through Evaluation Administrator Team's recommended changes, based on what we've seen work in other locations. Side-by-side edits in process, but we want to discuss major changes with committee. Key changes are shortening / avoid repetition, more interim titles to find / follow discussion, more bullets, omit flow charts, and some content changes to try to streamline and make it possible to stay within budget. Key changes are focused in:
 - Mini-RFP / Contractor selection procedures – not currently in roadmap. Plan is to issue to subset of pool and selected firms and issue in a group / at one time for efficiency (projects only go forward if approved by committee). Discussion of best timing / sequencing for this process. Main issues are: getting clear understanding of project scopes to committees, realistic expectations on data requests, clarity on budgets, and transparency and efficiency on "mini-RFP" process (for auditors too), and balancing with EA independence. Suggestion of possible pilot test of process. Curious about how other states have best practices for how to do this. Summary: Mini-RFP process not in Roadmap, and we are proposing to do this in a group to the pool and firms that were selected for RFP'd projects. Needs to be included in Roadmap, and this process bring benefits.
 - Another change: May recommend going back to Research Area approach because most other states use that approach, and there has been such a slow down (and resulting EA expense) hold up using this new process (pool). However, that makes it more complex to get competitive bids. There are tradeoffs.
 - The couple additional changes Skumatz calls attention to include: expect webinar kickoff for all projects and no written feedback on work plan; data meeting expected.
 - Main other change in Roadmap is EA recommends that instead of report-by-report summary memos (with timed responses from Utility and EAs) we do it once or twice a year for all reports completed in the last time period. In a time with enough lead time that it is suitable for input into the PSD review. The steps would be EA's prepare memo of PSD-relevant recommendations from reports, utilities comment on how used, and EAs note gaps of concern. It is important for EAs to get inserted into PSD process more clearly and consistently, and once is more efficient. Oswald says the PSD review happens in summer, so start of process should be about March / April. Duva suggests

there is a summary table that is developed in PSD revision process that may be helpful input.

- Skumatz said she would send around a draft for review – she expected to distribute quickly. (Late note during preparation of minutes – additional comments / changes / recommendations from Evaluation Administrator team regarding the evaluation update process and substantial change to one-pager process, and a Skumatz time availability issue held this up from distribution)

7. Evaluation Plan Update Process Proposal / Discussion - Skumatz noted that usual schedule for evaluation plan update is in October, but we expected budget was already set, and project list update wasn't needed for that plan. Duva noted 2017 update is circulating, but budget table dollars are set, so no change. Want to get that evaluation update process started. Skumatz noted we expect to provide a more involving evaluation plan update process and will present next meeting.

8. Other items – none.

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

- Updated Gantt Chart & Project Status Summary
- E-votes / call notes (attached)
- Notes / minutes from last meeting
- One pagers (none this meeting)
- Latest Thursday report
- Suggested Roadmap Steps / revisions (to be forwarded)

Summary of interim meetings and votes in January 2016

- 1/11/16 – to extend SERA contract until June 30 – passed;
- 1/25 – Committee conference call on first 2 C&I projects – no votes
- 1/27 – 3 votes in favor of approving choice of Res contractors; directed utilities to begin contracts; C&I contracts approved in Dec.

Summary of interim meetings and votes in February

- 2/12 – Vote to Approve C1630 passed (O'Connor, Dornbos, Gorthala)
- 2/8 – Vote to approve C1639 passed (O'Connor, Dornbos, Gorthala)
- 2/9 – Vote to approve SERA team invoice for Dec / Jan passed (O'Connor, Dornbos, Gorthala, Duva)
- 2/22 – committee call on Evaluation project list
- 2/23 – presentation on R91
- 2/26 – Vote to approve 3 year evaluation plan memo (2/9, revised 2/26 after 2/22 input from utilities) passed (O'Connor, Gorthala, Dornbos)
- 2/29 – vote to approve memo to EEB committee on evaluation plan (O'Connor, Gorthala, Dornbos)

Summary of interim meetings and votes in March

- 3/7 – Presentation of R32 (HER retention), R33 (Database improvement), R154 (lighting onsite)
- 3/9 – Skumatz presented at EEB meeting
- 3/14 – Presentation on R91 impact evaluation / engineering differences report.
- 3/14 – Webinar on Impact Evaluation methods
- 3/24 – Presentation on R151 and 2 C&I one-pagers

Summary of interim meetings and votes in April

- 4/11 During monthly meeting – PASSED - Clarifying Administrators responsibility for selecting contractors from within the competitive-RFP-qualified contractors to conduct specific evaluation projects. Passed (motion O'Connor / Gorthala). Voted in favor O'Connor, Gorthala, Dornbos proxy; None against; McCree abstain.
- 4/11 During monthly meeting – PASSED - Clarifying content of one-pagers and level of detail. Passed (motion O'Connor / Gorthala). Voted in favor O'Connor, Gorthala, Dornbos proxy; None against; McCree abstain.
- 4/11/16 – R4Plus Report Presentation. Presentation by NMR.
- 4/16/16 - Approved - One pager for C1641 approved including both optional -- with 3 votes (O'Connor, Dornbos, Gorthala on 4/14-4/16)
- 4/18/16 – Discussion of Residential One-Pager Drafts (R1615 LED NTG, and R1606 Retention of HERs). Attendees O'Connor, Oswald, Swift, Melley, McCree, Reed. HERS: timing questions. Note in future there will be gas elements. Lighting Project R1615: Interest in specialty bulbs. Prospective more important than retrospective / assessing trajectory. Elements of lifetimes would be helpful.
- 4/18/16 – Non-Energy Impacts. Attendees O'Connor, Oswald, Swift, Reed, O'Neill (GreenBank), Griffith (SWA), Rosenthal (Optimal), Smeden (Eversource), Thompson (Synch). Handouts distributed / posted.
- 4/23/16 – approve SERA Feb and March invoices (in favor O'connor, Dornbos, Gorthala, Duva)

Summary of interim meetings and votes in May

- 5/16/16 – Evaluation Committee call to discuss two one-pagers – R1613/1614 (HVAC and DHW impact) and R1602 (RNC)
- 5/16/16 – Evaluation Committee call to discuss BES and PRIME programs – utilities / administrators / evaluation consultants – to better understand program design and delivery.
- 5/20/16 – Approved – one pager for 1615 (LED NTG) – with 3 votes (O'Connor, Dornbos, Gorthala)
- 5/20/16 – Approved – one pager for 1602 (HER Persistence)– with 3 votes (O'Connor, Dornbos, Gorthala)

Summary of interim meetings and votes in June

- 6/13 – Meeting to discuss residential one-pagers (R1613/1614, R1602, and R1617) – attendees Lewis, Dimetrosky, O'Connor, Oswald, Swift, Reed, Franks, McCree, Melley. R1613/14 Discussions of baseline, free ridership, data timeframe, and upstream issues. R1602 discussed question of code change timing, MF vs. SF, lighting calculations, and non-program homes. R1617 discussed cold climate installations, integration with existing heating systems, onsite, and adjustment factor options. These points to be considered in revisions of one-pagers.
- 6/29-7/1 – O'Connor, Gorthala, Dornbos, DEEP (Melley) to approve SERA April Invoice.
- 6/29-7/1 – O'Connor, Gorthala, Dornbos, DEEP (Melley) to approve 1602 (RNC) with extra \$25K budget allotment; 1 (DEEP) in favor of project with no extras.
- 6/29-7/1 – O'Connor, Gorthala, Dornbos, DEEP (Melley) to approve 1613/1614 (HVAC & DHW Impact).
- 6/29-6/30 – O'Connor, Gorthala, Dornbos to approve Legislative report; DEEP weighing in 7/7.

July interim votes and meetings

- Workshop C&I 7/11 (C1630 Lgst Savers)

- Workshop C&I 7/18 (C1639 SBEA)
- 7/21 One-pager discussion R1617
- 7/22 One-pager discussion R1617
- 7/15-7/19 – C1630 Phase 2 Approved – 3 votes in favor (O’Connor, Dornbos, Gorthala); DEEP (Melley) abstained.
- 7/27 – Lori Lewis session on ECB realization rates / PSDs, etc.
- 7/26 – R1617 one pager approved (O’Connor, Dornbos, Gorthala, Melley)
- 7/27-8/2 - One-pager for C1639 approved – 3 votes in favor (O’Connor, Dornbos, Gorthala); DEEP against – to be discussed

August interim votes and interim committee meetings

- 8/3 SERA invoice approved for May and June 2016 (Melley, O’Connor, Gorthala)
- 8/9 R113 final released to committee; later posted
- 8/18 R15 final released to committee; later posted
- 8/17 R1613/1614 UI PO issued (R1615, R1606 issued earlier)
- 8/26 R1602 UI PO issued

September interim votes and interim committee meetings

- 9/6 R1617 DHP UI PO issued
- 9/7 R1617 DHP Working Group Meeting #1
- 9/12 R113 project presentation (before regular committee meeting)
- 9/16 C1641 workplan walkthrough
- 9/19 One pager C1663 call / discussion; e-vote opened
- 9/22 EM&V 2.0 meeting / NEEP attended by some (new) team members
- 9/26 R1617 DHP Working Group Meeting #2

October interim votes and interim committee meetings

- 10/11 R1617 DHP Working Group Meeting #3
- 9/30-10/14 C1663 one pager – 3 votes in favor (\$700K, no adders).