



EEB Evaluation Committee Monthly Meeting MINUTES

Monday June 8, 2020 – 10:00-10:45 (short meeting)

ALL VIRTUAL MEETING – NO MEETING ROOM

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

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

Join link with video only. *USE PHONE (NOT COMPUTER) FOR VOICE, AND MUTE WHEN NOT SPEAKING*
(Backup number – only if primary # doesn't work – <https://zoom.us/j/2534751779>; and use computer for voice.

COMMITTEE MEETING MINUTES

Attendees: Li*, Viglione*, McLean*, Wells, Reed, Kopylec, Ingram, Wirtshafter, Skumatz, Prah, Jacobs

1. Public Comment

2. Minutes from May 2020 – sent previously; all 3 votes in favor (see vote tally at bottom)

3. Non-Project Updates and Issues

a. Review Interim progress / highlights;

- Interim e-votes and meetings – Legislative report was approved / passed by evote during the month.
- Upcoming meetings – None.
- Status of contracting – Skumatz sent latest documents requested on Friday for Groups 2 and 3 (new contracts for existing approved vendors, and new contracts for new vendors), and Skumatz also asked utilities for progress on contract documentation on Group 1 (add-ons to existing contracts) sent in March. Skumatz reports contractors have not seen any increases in the POs to reflect these approved additions to existing contracts. UI / Joel says he will look at the documents sent Friday, and get those moving. He says the March documents were successfully sent over to the finance team, and understands things are going well and the contractors should be able to bill and asked if they'd had any trouble. Skumatz clarified the contractors can't bill until they see POs and no POs have been sent. Joel will check on that and get communication to us today or tomorrow. Eversource / Miles said the 1st round should be all set, but he'll check when he brings in the additional contract documentation that came in on Friday. Skumatz noted again that she specifically prepared the information in batches so there would be no chance that the contracts should exceed any thresholds that require advanced and slow approval processes, which has particularly been a problem at UI. She also requested utilities check back and let her know if the aggregated files she sent on Friday were too large or weren't received (9 bidders).
- Discussion of Roadmap revisions / status – Miles sent word document and that helped; Skumatz expected to have a draft to review by the team in a week or two and to the Committee soon.

b. Status of Data requests and deliverables - Skumatz walked through the data timeline sheet one by one. Issues were noted for UI data requests for:

- R1965 HP. Joel noted ducted and one other piece were omitted but should be ready today;
 - R1939 ER. Have received some but not all commercial data / UI wants another data meeting with NMR on that to clarify small items on request. Skumatz asked about residential data request. UI said that in the recent meeting, the evaluators said they'd send a revised data request if possible. Joel said they didn't get it; Skumatz noted she sent that note, explaining the data request was as simple as possible. Same place with Riddle / Joel will chat with him to see about data when there isn't a defined program. Different phase with potential. Skumatz may be able to send pieces of kickoff meeting slides to help inform this issue (January 15 meeting).
 - MF waiting for 8 projects; Joel says some of the projects were not actually MF (assisted living; counseling building). Communicated to Gwen.
 - Seth waiting for hard copy of contract. Turns out he can send the PDF copy.
 - C1901: waiting on contractor info and upstream; Joel has them and they are large and he needs to scrub for contact info and that takes a while. Expects end of week. Then also question on partial participant data. They don't capture on commercial side, but reps have looked for individuals and Tyfannie Mack has been asked to provide by end of week. Also working to get a few things defined but expects all data by end of week.
 - UI states it will send an update to the committee on status by Friday.
- c. SERA May invoice - Sent this morning. Holding at 8% over proportional budget (since March). Early year had significant workloads; have tried to streamline but also some covid efforts. Skumatz will send the invoice for **Evote**. Skumatz also asked about progress on utility covid survey language review of batches of surveys.

4. **Status of Data Collection / Covid Rules from Utilities – and implications / Directions**

- Skumatz reminded / reassured committee that projects are following the new procedures for covid – including survey review (1st batch was sent); there are implications for timing of projects because we are trying to get work and results to allow incorporation into PSD / C&LM Plan updating.
- Miles mentioned he wants to know about whether specific projects will have info for the PSD update process and Lisa deferred to next agenda item (Gantt).

5. **Discussion of Projects** (*Gantt, Project Summary Reports Provided monthly w/spend*)

- a. C1634. Comments from EA team being integrated and expect Review Draft report for committee review very soon. Miles indicated this was one of particular interest / need asap because of size of program and impacts on overall plan. Miles requested interim information or whatever format is possible.
- b. C1635 EO. Expect to deliver a draft report to EA Team any day. Given priority, the Review Draft report is expected to be released to Committee in June. Ralph asked about lock-down date for Update – August 1 is when they try to lock it down. Significant projects are needed as early as possible because if there are changes, the other programs may not be able to make that up.
- c. C1901 C&I Sector-wide process. In survey stage / completed all but one staff interview. Working on other data collection instruments -- some have been reviewed by EA Team; others are still in progress and have not been submitted for review yet. Both UI and Eversource have provided data, but we still will have outstanding questions. COVID - may lose some sample for analysis / timing ok.

- d. C1906 SEM. Phase I Underway - Research and Development of SEM Evaluation Methods – Results. Secondary research completed and doing SME interviews for best practices memo, which is due out in July 2020
- e. R1959 SF R&A. Waiting for UI to review survey instruments for data collection to proceed. Joel received comments and will forward. Expecting to submit draft report by late summer. All data requests are fulfilled.
- f. R1963A - Lighting. Data analyses in progress and data requests fulfilled. On track to issue draft report this summer. Short term study delayed from data. Reed notes many pieces of this study are critical for Update Plan as well; if there are interim products that could be made available, asks for that to be forwarded. Skumatz said she'll send a note with the deliverables that can be provided. Wells wants a set of deadlines for evaluation materials (meeting is 24th says Reed). Ingram says he'll forward the existing draft C&LM Plan update timeline to Evaluation – Aug 1 is their deadline for the update, so they need the info from Evaluation by July 1 (ideally) or as soon as possible thereafter. Skumatz said she'd forward need for interim products asap to contractors to identify what's possible.
- g. R1963B. On March 9, 2020, coordinating with the EA Team, SCS delayed the start of the on-site data collection based on the developing situation with the coronavirus pandemic. Having completed the 1st round of on-line data collection, the product pricing and availability study is currently on hold waiting for an acceptable window of opportunity to open in CT to collect the needed on-site data. 2nd round of on-line data collection set for June 2020. Continuing to monitor/review the progress of lawsuits in the U.S. Court of Appeals for the Second Circuit and industry reports on market conditions and their implication for residential lighting opportunity. COVID- Delay in fieldwork/part of report
- h. R1965. Need UI to approve manufacturer/distributor In-depth interview (IDI) guide to begin data collection and proceed with project. (Joel says it will be sent back today / Tom Barks of communication department reviews). Still on track to deliver draft report by end of year if instrument approved ASAP. UI has not provided all data, but it is not a source of delay.
- i. R1973 Retail Products non-lighting. EA team asked for some additional analyses, and the consultants are also working to wrap up the engineering review of impact parameters, and are synthesizing results. Skumatz asked about the priority of this project. Ingram says they especially want PSD updates from this project, so make sure it makes it into that and any results should be provided by July. Reed notes fairly small piece of pie/ perhaps not highest priority.
- j. R1982 HVAC with metering / fieldwork. Sampling and fieldwork was being held up due to issues fulfilling data request, but UI has indicated in this call that the data are ready now. Delay in field work now because COVID 19 procedure mean an indefinite postponement of fieldwork, and loss of at least 1 season of metering and substantial delay of report initially expected 5/2021. Skumatz notes that this project was supposed to have a budget augmentation of \$100K to leave the meters in a 2nd year, but Miles had sent a very astute email noting that this money should probably not yet be contracted because the meters aren't even in place for the first year yet, and it is uncertain which year (or which 3 year evaluation cycle) the 2nd year funding will be needed. We are likely holding off on that contracting / funding request at this time – (UI should also note this).
- k. X1931 PSD Review. Measure review recommendations in progress; meetings / batch updates with recommendations to be delivered in June for review by EA, utilities, and committee, including the follow-up phone call. Time frame for reviews is pretty tight – we are sending directly to all for review and need fast turnaround. There will be batches of certain measures, but we haven't required them to do by measure type. Miles asked if the format will be redline; Skumatz reminded the utilities they indicated up front they did not

want a redline markup, but we would be providing recommendations for changes. Skumatz described the product(s) expected this month: spreadsheet with recommended values and the backup / justification, and a PSD word document that has highlights for the values that are recommended to be changed (that are within the spreadsheet). Originally agreed that utilities would be modifying document. Miles ok with that.

- l. X1939 ER. Phase I literature review in progress, will be followed by external program staff interviews and existing program data analysis Expected to provide Aug 2020 Phase 1 draft, but data request hold-up. Discussed earlier in the meeting / need to schedule data meetings.
- m. X1941 MF with PSD elements. They are working on the CT PSD MF measures and assumptions (43 of 77 measures have MF elements – lots of coordination), and are collaborating with ERS on the draft measure recommendations to ensure that they are in line with the overall updates to the PSD. Due to COVID-19, we have developed a remote data collection process as an alternative to field investigation. We will start remote data collection once the utilities approve the protocol. Substitute data collection approach postcards, etc. undergoing UI review for covid language (Eversource done). COVID - PSD Part moves forward; Delays impact eval as fieldwork had been expected mid-April. Delays in developing new method, extra review of surveys, and other delays will delay Aug 2020 report.

To do: Skumatz / team will push for early feedback for contractor findings; will forward a schedule.

6. Recap of items for 2020:

- a. Eval Plan Update - COMPLETE
- b. RFPs and contracting for new list of projects from Updated Evaluation Plan and recommendations for new projects –COMPLETE
- c. Legislative report early year (streamlined process in place) – COMPLETE
- d. Revisions to Roadmap – Progress – suggested we'd have documents in the next week or so.

7. Other items –

- a. Update on DEEP / NEEP M&V 2.0 Grant or other projects.
- b. Quarterly report for use by O'Connor in EEB meetings

8. RECAP

a. To do:

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

- Updated Gantt Chart & Project Status Summary & data timeline report
- E-votes / call notes (attached / bottom of agenda)
- COVID rules / impacts summary on fieldwork (coming)
- Minutes for last month
- SERA Team Invoice
- New Contractor Rec'm memo (coming)

Summary of 2018-19 Votes To Date (Updated)

	Minutes for the month	SERA Invoice
June 2020		
May 2020	Evote Passes; In favor, McLean (6/5); Viglione (6/5) Wells 6/8	Send for Evote
Apr 2020	In meeting - Motion to approve SERA Invoice for April Passed. MOTION / 2 nd (Wells / McLean).	Passed in Meeting: Wells / McLean: in favor, Wells / McLean. OCC evote June 5. Reversed / Skumatz check

	Minutes for the month	SERA Invoice
	Passed with Wells / McLean in favor. Via evote, Viglione in favor 4/7 – Reversed / Skumatz check	
Mar 2020	Passed in April meeting: In favor McLean, Wells (4/6); Viglione E-vote 4/7	Passed in April meeting: In favor: McLean, Wells, Viglione (4/6/20)
Feb 2020	Evote Passed: In favor McLean (2/10); Wells 4/6; Viglione 4/7	Evote Passed: In favor McLean (4/1); Wells 4/6 ; Viglione 4/7
Jan 2020	Evote passed: In favor O'Connor (1/16), Wells (2/10), abstain McLean (1/16).	Evote passed. In favor Li and McLean, 2/10. (No vote from OCC / Taren and John in transition)
Dec 2019	Evote In process: In favor, McLean (1/16), abstain O'Connor (1/16)	Evote: Passed. In favor O'Connor, McLean, Wells all 12/17.
Nov 2019	Evote passed. In favor O'Connor 12/10, McLean 12/19, Wells 1/16)	Evote: Passed. In favor O'Connor 12/10, Wells 12/17, McLean 12/19
Oct 2019	Evote distributed 10/14, resent 11/8. In favor (O'Connor, 10/15, Wells 11/8, McLean 12/19).	Evote: Passed. In favor O'Connor 12/10, McLean 12/19, Wells 1/16)
Sep 2019	Evote distributed, 9/9, resent 10/3. In favor (McLean-Salls 9/10, O'Connor 9/10, Wells 10/7)	Evote distributed 10/14, resent 11/8. In favor (O'Connor, 10/15, Wells 11/8, McLean 12/19).
Aug 2019	Evote distributed 8/12/forgot to attach minutes. Resent 9/4; In favor O'Connor 9/6;, Wells 9/9, McLean-Salls not in attendance / abstain.	Evote distributed 9/9, resent 10/3. In favor (McLean-Salls 9/9, O'Connor 9/10, Well 10/7)
Jul 2019	Passed (E-vote O'Connor 7/8, Wells 7/11 both in favor; abstain McLean Salls 7/8); circulated with June's	Evote distributed 8/12; resent 9/4. In favor (McLean Salls 9/5; O'Connor 9/6; Wells 10/7)
Jun 2019	Passed (E-vote O'Connor 7/8, Wells 7/11 both in favor; abstain McLean Salls 7/8); circulated with July's.	Passed (E-vote McLean-Salls 7/8, O'Connor 7/8, Wells 7/11) –error in invoice found. Passed revised version. 8/2 SENT REVISED INVOICE NOTING CALCULATION ERROR: e-vote in favor from Wells and O'Connor 8/8, McLean Salls 9/5)
May 2019	Passed (E-vote Wells 4/6, O'Connor 4/24/19, Salls 6/6)	Passed in meeting (Wells, O'Connor, McLean-Salls, 6/10)
Apr 2019	Passed (E-vote Wells 4/6, O'Connor 4/24/19, Salls 6/6)	Passed (E-vote Wells 4/6, O'Connor 4/24/19, Salls 6/6)
Mar 2019	Passed (E-vote O'Connor, 4/1/19, Wells 4/5/19)	Passed (O'Connor, Wells 4/11/19)
Feb 2019	Passed (E-vote O'Connor 4/1/19, Wells 4/5/19)	Passed (O'Connor, Wells evote 4/1/19)
Jan 2019	Passed evote (O'Connor, Wells in favor 1/19; Dornbos abstain 1/19); Wells, correct spelling Bebrin	Passed (Dornbos, O'Connor, Wells e-vote 1/19)
Dec 2018	Passed (Duva, O'Connor, Dornbos e-vote 12/10)	Passed (Wells, O'Connor, Dornbos e-vote 12/13)
Nov 2018	Passed (Duva, O'Connor, Dornbos e-vote 12/10)	Passed (Duva, O'Connor, Dornbos e-vote 12/10)
Oct 2018	Passed (O'Connor, Dornbos e-vote 11/16, Wells 12/10)	Passed (O'Connor, Dornbos e-vote 11/16, Wells 12/10)
Sept 2018	Passed (O'Connor, Dornbos e-vote 11/16, Wells 12/10)	Passed (O'Connor, Dornbos e-vote 11/16, Wells 12/10)
Aug 2018	PASSED: O'Connor 9/25; Duva 9/28; Dornbos 10/1	PASSED: O'Connor 9/25; Duva 9/28; Dornbos 10/1
July 2018	PASSED: (Dornbos 9/6, O'Connor 9/7 AYE); Gorthala 9/7 abstain; DEEP approve 9/12)	PASSED: O'Connor 9/25; Duva 9/28; Dornbos 10/1
June 2018	PASSED: (O'Connor & Gorthala 7/9; Melley 7/31)	PASSED: (O'Connor & Gorthala 7/9; Melley 7/31)

	Minutes for the month	SERA Invoice
May 2018	PASSED: (O'Connor Abstained 6/18; Gorthala in favor 6/18; Melley in favor 6/26; Dornbos 7/6)	PASSED – (O'Connor 6/18; Gorthala 6/18; Melley 6/26; Dornbos 7/6)
April 2018	PASSED – (O'Connor 5/17, Melley 5/22, Dornbos 5/31)	PASSED – (O'Connor 5/17, Melley 5/22, Dornbos 5/31)
Mar 2018	PASSED – (O'Connor 5/17, Melley 5/22 with edit to add her attendance, Dornbos 5/31 abstain)	PASSED – (O'Connor 5/17, Melley 5/22, Dornbos 5/31)
Feb 2018	PASSED – (O'Connor 3/14, Gorthala abstains 3/14; Melley 3/21, Dornbos 4/6)	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)

Other Votes / Meetings / Tracking –

June 2020

- 6/5 - EVOTE for legislative report from McLean and Viglione. Wells 6/8.

May 2020

- 5/11: Approved EA Team's memo, endorsing the recommended contractors for the 2020 evaluation work, and endorsing starting the utility contracting process with these firms. (Motion/2nd McLean / Wells, approved by both).

April 2020

- 4/23/20 RFP responses

March 2020

- 3/26 Final RFP released to pre-qualified bidders (due 4/16)
- 3/19 Legislative report for review – still out for review or approval
- 3/19 RFP provided for review for committee
- 3/18 EA Team provides requested summary of conservation kits and Covid impacts on Evaluation
- 3/11 Multiple project data meeting with UI
- 3/11 EEB concurs with Eval Plan / ok to proceed with RFPs etc.; in meeting / no objections.
- **EVOTE:** 3/9 Eval Committee approval of Eval Plan Update (by email: Viglione and McLean 3/9)

Feb 2020

- 2/28 – Evaluation Plan discussion with EC
- 2/19 – Evaluation Plan discussion with EC
- 2/6, 2nd kickoff for R1982 Res HP / HVAC / DHW project

Jan 2020

- 1/31, X1931 PSD Kickoff
- 1/29, C1906 SEM Kickoff
- 1/23, C1901 C&I process kickoff
- 1/15, 11-12, X1939 Early retirement kickoff
- 1/10, 1-2 MF Final Presentation
- 1/8 11-12, X1931 PSD Kickoff

December 2019

- **EVOTE** on accept PSD / HES agreement memo – In favor: O'Connor 12/20, McLean 12/20. Wells in favor of HES value agreement table 1/16/20.
- **EVOTE** on \$11,087 dollar adder for EA Team 2019 budget – In favor: O'Connor 12/10; McLean 12/18. Wells approves Nov and Dec budgets / invoices 12/17 (includes \$11K).
- 12/20 Kickoff R1973 Retail Non-lighting products, 10:30am
- 12/18 Kickoff R1982 Res HVAC/DHW, 4pm
- 12/6 HES / PSD call with utilities
- 12/6 X1941 MF kickoff, 3p
- 12/5 R1965 HP/HPWH Kickoff, 3p

November 2019

- 11/22, PSD / HES call, 3p
- 11/4 Held kickoff R1959 ST Renovations and Additions

October 2019

- 10/18- final presentation for RASS / Lighting Report
- 10/7 4pm – final presentation of R1644
- **VOTE:** During monthly meeting – Salls / O'Connor: To approve Qualified Pool Team Recommendations from EA Team evaluation / voting. Passed (In favor Salls, O'Connor, Abstain by Li).
- 10/4 – Kickoff of R1963 – ST lighting
- 10/2 – discussion on PSD update process

September 2019

- Nothing.

August 2019

- 8/12 – Evote for July invoice, June invoice
- 8/8 – Evote circulated for revised SERA team June invoice (correcting calculation, updating value)
- 8/8 – Memo of final realization results for R1603 released
- 8/5 - R1603 Call walk-through of more granular results

July 2019

- 7/29 – Distributed detailed R1603 HES / IE Impact results and scheduled follow-up call.
- 7/11-7/17 – C1635 - Arc incident issue on metering work. Incident 7/11, note to committee with resolution 7/17; calls and emails with utility, EA, consultants in-between.
- 7/17 R1705 - MF report released for review
- 7/2 Released R1706/11616 Draft RASS / Lighting study for committee review
- 7/2 Released Draft C1644 for review

June 2019

- 6/4 Report R1603 out for review (phase 1); call to be scheduled to discuss priorities for drill down for Phase 2
- 6/10 Legislative report out for review

May 2019

April 2019

- 4/9/19 Released Draft R1617 for review

March 2019

February 2019

- 2/4 Final presentation on NEI study
- 2/7 Intent to bid and questions due
- 2/14 Q&A responses issued, along with 2-day extension on proposal deadline
- 2/28 Proposal responses received

January 2019

- 1/28 RFP issued, with due date of 2/26/19

December 2018

- 12/7 Evaluation Plan follow-up call
- 12/10 Evaluation Committee passed 3-year Evaluation Plan by e-vote (Duva, O'Connor, Dornbos e-vote 12/10)
- 12/12 EEB Board passes 3-year Evaluation Plan in meeting
- 12/18 Evaluation Committee approves plan for steps in RFP process (12/18 O'Connor, Dornbos); also in favor (Oswald)

November 2018

- 11/30 Evaluation Plan Meeting with Committee / stakeholders

October 2018

- 10/31 data meeting C1634
- 10/15 Data call re R1603
- 10/17 Data meeting R1706 RASS
- 10/12 – R1617 HVAC Presentation
- Recommend revision/ clarification to read: E-vote / Passed - **C1634**: "This is a scope of work adjustment to add baseline research to the scope with a budget of \$39,332 as described in the memorandum from the Evaluation Administrators to the Committee. The memo regarding the scope/budget change for C1634 was dated 9/7/18 and revised 9/25/18. in favor Dornbos 10/2; recirculated 10/9; in favor O'Connor 10/9. 2-0-1 (no response DEEP) (passes).

September 2018

- 9/14 – C1641 Presentation
- 9/13 – R1617 Working group meeting
- 9/12 – EEB reapproval of SERA contract
- 9/11 – C1641 posted final
- 9/5 – Review Draft of R1709 NEI study circulated for comment – 2 week review period
- 9/5 – Final report for R1613/1614 HVAC posted

August 2018

- 8/9 - R1707 RNC NTG Review Draft circulated for comment – due 8/30

July 2018

- 7/18 – Technical presentation on R1702 Codes & Standards

June 2018

- 6/28;7/5 – R1702 Codes and Standards Finalized report issued

- 6/13 – data call C1634
- 6/6 – Kickoff C1644

May 2018

- Data call UI – R1603
- 5/15 – Data call, C1635
- 5/10 – R1702 Codes and Standards Draft report for committee review

April 2018

- 4/2 – Presentation C1639 SBEA
- 4/10 – Data Call C1634 Request #1
- 4/23 – HES & IE Impact Data and program discussion
- 4/25 – C1630 report posted

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 obtain 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