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**EEB Evaluation Committee Monthly Meeting MINUTES**

***MONDAY August 9, 2021 – 10:00-11:00 (shorter meeting)***

ALL VIRTUAL MEETING – NO MEETING ROOM (recordings posted)

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

 **Call-In Number: 303/900-3524; WEB Access:** [**www.uberconference.com/skumatz**](http://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*](https://zoom.us/j/2534751779)*; and use computer for voice.*

**COMMITTEE MEETING MINUTES**

***Attendees****: Donatelli\*, Malmrose, Roman, Dyke-Redmond, Wethern, Oswald, Kopylec, Reed, Mosenthal, Prahl, Wirtshafter, Skumatz, Jacobs, (Viglione on vacation).*

1. **Public Comment - none**
2. **Minutes and invoices – EVOTES out, and new evotes to be sent.**
	1. Minutes- Sent May/June for evote 7/1, 8/9. Received DEEP’s vote and awaiting others. July minutes not ready / will be sent for Evote when ready.
	2. EA Team Apr/May/June invoice was discussed in last meeting / sent for evote 8/9, and need these invoices approved asap. July invoice not ready / will be sent for evote when ready.
3. **Non-Project Updates and Issues**
	1. Interim e-votes and meetings – Skumatz reviewed the items included at the bottom of the agenda.
	2. Status of Data requests and deliverables (separate form). Summary:
		* 1982 HVAC – ES request for time;
		* 2029 SF Wx awaiting WAP,
		* X1942 NEIs awaiting Arrearage data both utilities.
	3. Quarterly sum-up of data for DEEP (status report / Skumatz & DEEP meeting - EA needs to revise form and send Q2 / late)
	4. Covid Updates – important to know if any changes coming for project planning. Utilities note no changes.
	5. Update on data sharing authorized by EA Team to reduce data requests / leverage data. None this period.
	6. Review Next Steps / upcoming (see section 8 below): Timing of 3-year Evaluation Plan development, review of 2022-24 C&LM Plan, 2022-24 Evaluation RFP for this year if possible.
4. **Evaluation Budget Discussion** –Votes
	1. 2021 – discussion of considerations for 2019-2021 Plan project budget reallocations within Evaluation Plan Budgets. Attached Item 1. Same as discussed in July. EA recommending we not fund the “emerging issues” and 1963c residential lighting project. We note $69 K is claimed for the EA team budget augmentation in spring, and $10K added to 2015, residential low load project. The key other project recommended for funding augmentation ($55.4K) is 1983, to reimburse for the very high data request costs, and to translate surveys into Spanish. There are not enough voters on the call, so we will send it for **Evote**.
	2. 2022 – discussion of recommendation for 35% increase in EA team for every 50% increase in the Evaluation Project budget. There is a 50% increase in 2022, and doubling by 2024. This is attached as Item 2 at the bottom of the budget PDF in the packet.
		* The discussion is the same as last month including the following rationales for the evaluation budget: 2% is national average; increases in sampling sizes don’t increase oversight; three-year research area contracts help contain EA oversight work needing less training / retraining; evaluation project gaps mentioned.
		* From a question, we note the calculations in the handout should be corrected. Instead of 70% increase, the excel formula was accidentally set to doubling. That will be corrected in the item that is emailed out for evote.
		* Discuss issue of carryover projects. No problems according to both utilities.
		* A few more likely to arise in next meeting as progress reviewed for others.
5. **PSD Update Process – 2020 and 2021**
	1. PSD Update for C&LM Plan – 2020 decisions & markup complete. ERS verification of redline identified about a dozen to discuss. Decisions made, ERS re-verifying.
	2. 2021 process is starting, with reactions to several of the summer presentations received from Utilities. EA team preparing responses. Tabular tracking attached (“Summer…”).
6. **Roadmap - VOTE**
	1. Discussion of final document. Same as distributed for July meeting with one last comment (confirm available data) from Oswald 7/20 integrated (in yellow). Need to evote / not enough voting members in meeting.
7. **Discussion of Project Status** (*Gantt, Project Summaries Provided monthly w/spend*)
	1. *Gantt Includes information on projects with results expected in time for 2022 PSD & Planning (also included as attachment).* C&I Projects (Gowans & Jacobs). Residential Projects (Wirtshafter & Skumatz)
* C1901. Presentation to EEB held on 6/24/21. Review draft was distributed and stakeholder comments received on 7/23. Comments are being integrated with a goal of delivery to the EA team by 8/11.
* C1906. Working on refining options for Phase 2 to discuss recommendations with Evaluation Committee.
* C2014. Working on refining options for Phase 2 to discuss recommendations with Evaluation Committee.
* C1902. Programming surveys, fielding IDIs
* C1931-1. Working on Review Draft Memo for circulation to Evaluation Committee asap in August.
* C1931-2. Working on Review Draft Memo for circulation to Evaluation Committee asap in August (~8/6).
* C1931-5. Data synthesis and aggregation of results.
* C1931-6. Review draft memo was circulated to committee / utilities for comment 8/5/21.
* R1959. Final technical presentation complete, revising review draft report in August after receiving comments from Eversource and Technical Consultants in July.
* R1965. Significant delays and costs due to data from Companies and coordination with other studies, but on track to deliver draft report by August 2021.
* R1982. Working towards metering installations by CT-based electricians in mid-September (for a test week).
* R2023. Small budget left awaiting other database update needs / requests.
* R2027. Analysis done; draft report as part of R1965 to be delivered in August 2021
* R1983. On track so far. Still missing a few items from data request but reviewing provided data, beginning impact and customer profile analysis, and initial process eval tasks, including finalizing interview guides.
* R2029. On hold waiting for HES data from R1983 and CRT WAP data; negotiating with CRT for unredacted dataset; HES data request not complete yet, leaving study design in flux.
* R2120. Project was delayed by delays in the related Massachusetts study and Utility concerns about postcard; will result in about a month delay in delivery of incentives memo
* X1931. Redline PSD based on remaining 2020 PSD review recommendations.
* X1939. Phase 1 presentation completed on 6/14, report edits in progress
* X2022. Provided comments on Community Partnerships application (7/6); provided updated slides based on discussion during presentation 6/29; primary research on GreenSTEP and workforce development activities in progress.
* X2001. Measure Group 2 survey has launched. Reminder postcards will be mailed in early August.
* X1932. Received and reviewed UI AMI data. Eversource part of study in progress as of May 2021.
* X1942. Analyzing the HVAC survey; Eversource data request pending
* X1931-7. Finalize draft report for EC review 8/6/2021
* X1931-3. Finalize Review Draft memo for Evaluation committee review ~8/6/2021
* X1931-4. Review draft memo out for review 8/5
* X1931-8. Finalize Review Draft memo for Evaluation committee review ~8/6/2021
* Working on project initiation
* R2117. Just getting under way
1. **Status of EA Team non-project assignments for 2020/21 & Next Steps:** in 3f Above
	1. 2021 - Contracting documents for 2021 add-on projects - COMPLETE
	2. 2021 – Legislative report – COMPLETE
	3. Roadmap –complete
	4. 2021 RFPs –complete
	5. Contracting for 2021 RFP projects - complete
	6. PSD process 2020 – Complete
	7. Review of C&LM Plan elements related to Eval – underway. Vote for EA budget inputs today; reviewed available content (eval project section said “under review” for use of Eval docs in PSD/calculations).
	8. PSD process 2021 from summer presentations - underway
	9. 2022-24 Evaluation Plan – Aug/Sept 2021 start (M=for meeting)
		* Steps: Idea submittal request out with background info (A/S), prepare list (S), discussions with committee members(S), revise & prioritize list (size, PSD, cadence, directions) (S), discussions with committee members(S), prepare document for vote (OM)
	10. RFPs for 2022-24 3-year subject areas – Nov/Dec 2021
2. **Other items** –
	1. Quarterly report for use in EEB meetings
3. **RECAP**
	1. **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)
* Roadmap (attached – final revised)
* Status of utility / EA responses to summer meetings (8/9 version for discussion)
 | * No July minutes (May & June were re-sent for evote)
* No July invoice – (April / May /June EA Team Invoice sent evote)
* Evaluation Proj Budget Changes Recm (Budget Item 1) (vote)
* EA Team budget for 2022 Plan (vote) (item 2)
 |

***Summary of 2020-21 Votes To Date - Updated***

|  | Minutes for the month | SERA Invoice |
| --- | --- | --- |
| July 2021 | *Not yet avail* | *Not yet avail* |
| Jun 2021 | *Sent for e-vote 7/1/21, 8/9/21 (Abstain, Donatelli, 7/9, awaiting McLean & Viglione)* | *Presented in July meeting – Needs Evote* |
| May 2021 | *Sent for e-vote 7/1/21, 8/9/21 (Abstain, Donatelli, 7/9, awaiting McLean & Viglione)* | *With June’s* |
| April 2021 | *Approved - Sent for evote 4/12, 4/22 (In favor, Wells, McLean, and Viglione 4/22/21)* | *With June’s* |
| Mar 2021 | *Approved, Sent for evote 3,8, 4/12, 4/22 (In favor, Wells, Viglione 4/22/21, McLean abstain)* | *Approved , Sent for evote 4/12, 4/22 (In favor, Wells, McLean, and Viglione 4/22/21)* |
| Feb 2021 | *Passed. Sent for Evote 2/8, 3/8, 4/12, 7/1 (In Favor: McLean 3/8, Viglione 3/8, Wells 7/1)* | *Approved , Sent for evote 4/12, 4/22 (In favor, Wells, McLean, and Viglione 4/22/21)* |
| Jan 2021 | *Passed. Sent for Evote 2/8, 3/8, 4/12, 7/1 (In Favor: McLean 3/8, Viglione 3/8, Wells 7/1)* | *Approved , Sent for Evote 2/8, 3/8, 4/12, 4/22 (In favor, Wells, McLean, and Viglione 4/22/21)* |
| Dec 2020 | *Passed, Sent for Evote 2/8, 3/8, 4/12; 4/12, 7/1 (In Favor: McLean 3/8, Viglione 3/8, Wells 7/1)* | Approved Evote 12/18 (Wells, Viglione, McLean)  |
| Nov 2020 | Approved / Evote Wells, McLean, Viglione (12/15/20) | Approved (with Oct) Evote Wells, McLean, Viglione (12/15/20) |
| Oct 2020 | Passed*: Sent for Evote 2/8, 3/8, 4/12, 7/1 (In Favor: McLean 3/8, Viglione 3/8, , Wells 7/1)* | Approved (with Nov) Evote Wells, McLean, Viglione (12/15/20) |
| Sep2020 | Passed Evote –McLean (11/5), Wells and Viglione (11/9) | Passed (with Aug) – Evote McLean (11/5), Wells and Viglione (11/9) |
| Aug 2020 | Passed Evote McLean, Wells, Viglione (8/17 all; sent 8/10) | Passed – Evote– in favor McLean (11/5), Viglione and Wells (11/9) |
| July 2020 | Passed sent for evote 2/8, 3/8, 4/12 *(In Favor: McLean 3/8, Viglione 3/8)* | Passed Evote McLean, Wells, Viglione (8/17 all; sent 8/10) |
| June 2020 | Passed Evote McLean, Wells, Viglione (8/17 all; sent 8/10) | Passed Evote McLean, Wells, Viglione (8/17 all; sent 8/10) |
| May 2020 | Passed via Evote: In favor, McLean, Viglione, Wells (6/5, 6/5, 6/8) | Passed via Evote: In favor McLean, Viglione, Wells (all 9/2, 8/17) |
| Apr 2020 | In meeting – Motion to approve SERA Invoice for April Passed. MOTION / 2nd (Wells / McLean). Passed with Wells / McLean in favor. Via evote, Viglione in favor 4/7 – Skumatz check / reversed | Passed in Meeting: Wells / McLean: in favor, Wells / McLean. Viglione in favor via evote 6/5. Skumatz check / reversed |
| 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) |

**Other Votes / Meetings / Tracking (2020-2021) – Updated**

Aug 2021

* 8/5/21 - PSD 2020 update discussion meeting with EA / Utilities held; Reviewed about a dozen items that ERS review determined were not in redline. Decisions made/ERS re-reviewing for final redline for 2020 updates. To begin: updates from 2021 summer study results.

July 2021

* 7/8/21 - PSD 2020 update discussion meeting with EA / Utilities held; all dispositions for 2020 complete / agreed; forwarded to ERS for redlining and verification.
* 7/1 - Multiple Summer Presentation meetings held for use in PSD / Plan including: R2027 HP/HPWH Reliability & R1965 HP/HPWH Baseline & Potential (7/1); and C2014 C&I Lighting Sat & Remaining Potential (7/1).
* 7/1/21 - PSD 2020 update discussion meeting with EA / Utilities held

June 2021

* 6/25 – C1901 C&I Sector Wide Process Evalion Review Draft out for Review; 1 extra week means due 7/16.
* 6/22 – X1939 Early Retirement Report out for review; 1 extra week for review (due 7/13)
* 6/8-6/30 Multiple Summer Presentation meetings held for use in PSD / Plan including: X1941 MF (final presentation; 6/8 and 6/17); X1939 Early Retirement (6/14); R1959 SF Reno & Addn (6/17); X1931-6 Hours of Use (6/21); X1931-7 Degree Days (6/21); X1931-4 New Measure-Lighting Controls Res/C&I (6/23); C1901 C&I Sector-Wide Process Eval (6/24); X1931-1 ISP Com’l Boiler & Furnaces (6/28); X2001 EUL C&I (6/28); X2022 Educ/Workforce Initiatives (6/29); X1931-2 Coincidence Factor & Loadshape (6/30); New Measure Compressed Air (6/30); New Measure R/C&I Thermostats (6/30).
* 6/3, 6/10, 6/17, 6/24 - PSD update meeting / EA & companies
* ***Passed***: Evote approving recommended contractor (Evergreen) for project R2015. (McLean 6/9, Viglione and Li 6/11). Should be contracted by utilities along with R1968 asap.
* 6/3 PSD update meeting / EA & companies

May 2021

* 5/21 X2022 Phase 1 presentation / methods / best practices
* 5/19 SEM Phase 1 repeat presentation
* 5/6 Kickoff 3 “New Measure” projects (air compressor, advanced thermostats, advanced lighting controls)
* 5/6 - PSD update meeting / EA & companies

April 2021

* 4/15 C1906 SEM Phase 1 Presentation
* 4/7 R1973 Retail Products Final Presentation
* 4/1, 4/8 - PSD update meeting / EA & companies

March 2021

* 3/30 C1902 ECB NTG and Baseline K/O
* 3/22 X1942 NEI Kickoff
* ***PASSED***: 3/15 Evote Approval of Memo on RFP Project Award Recommendations (Viglione 4/15; Wells 3/30, McLean 3/29)
* 3/12 RFP responses due to EA Team
* 3/12 Repeat Kickoff X2022 Engagement project for those that couldn’t attend 3/3 (added due to storm duties)
* **Possible EVOTE OUTSTANDING/checking**: 3/8 Legislative report sent for evote, resent 4/12; In favor Viglione 3/16.
* 3/8 Kickoff for X1931-6 HOU/Load Shapes Project
* 3/ 4, 3/18 EA Team / utility meeting on PSD update process
* 3/3 Kickoff X2022 Engagement

February 2021

* 2/18 EA Team / utility meeting on PSD update process
* 2/5 R1973 Retail Products Review Draft Report sent to Committee for Review – due 2/19.
* 2/4 EATeam / Utility meeting on PSD update process
* 2/4 Legislative Report sent to committee for Review – due 2/19

January 2021

* 1/27 – 2021 Evaluation Plan Update ***Evoted and passed*** (1/27 McLean, 1/27 Wells, 1/28 Viglione)
* 1/25 Eval Committee Discussion on the 2021 Evaluation Plan Update
* 1/25 C1906 SEM Phase 1 (Eval Best Practices) Review Draft Report sent to committee for review - due 2/8
* 1/22 Eval Committee Discussion on the 2021 Evaluation Plan Update
* 1/4 - PSD update meeting / EA & companies

December 2020

* Additional discussions / memos on PSD – to be updated / specified; memo issued 12/23/20
* 12/16, 9-10:30 Kickoff for 4 PSD Phase 2 projects (ISP, Refrig ACOP, HOU, Inland/Coastal adjustments)
* 12/1, Discussion with UI / ES / EA on priority PSD updates not yet integrated – EOY priorities. Scheduling follow-up

November 2020

* 11/3 – R1963b Final presentation
* 11/18, 11/19 meetings on Evaluation Plan Update Project concepts

October 2020

* 10/6 meeting with Utilities on PSD and C&LM Plan
* 10/14, 9-10:30 – X1931 PSD Phase 2 project prioritization discussion with Eval Cmte

September 2020

* 9/2 8-9 Final presentation C1635 EO
* 9/30, 10/1 – multi-state discussions of R1963a – a few refinements

August 2020

* 8/28 **Vote/Passed**: Committee discussion of EA budget amendment; Passed (Motion / 2nd (McLean / Wells) in meeting, in favor of budget addition of $55K, with funds to come from unused approved funds for R1982 residential metering project funds. Vote in favor via Evote, Viglione, 8/28. Memo provided.
* 8/14 Kickoff meeting HES/HES-IE Impact & Process evaluation and Customer Segmentation
* 8/13 Meeting with utilities on contracting progress
* 8/10 Monthly evaluation committee meeting

July 2020

* 7/31 – PSD (X1931 & X1941) matrix, markup of PSD document
* 7/31 – R1973 Updated memo including gas findings released
* 7/22 – PSD (X1931 & X1941) matrix product distributed
* 7/16 – R1965 HP memo distributed
* 7/16 – Memo on R1959 Renovations findings released
* 7/15 – X1931 Prospective RR memo released
* 7/15 – R1973 Interim memo on Retail Products released
* 7/15- Interim meeting PSD X1931 (with X1942) – 2nd meeting continuation; briefing slides sent
* 7/10 – X1931/X1942 batch 3 comments answered by email spreadsheet
* 7/14 - R1963b lighting memo released
* 7/14 – R1963a lighting memo released **(comments requested 7/28)**
* 7/10 – X1931 Interim meeting PSD (with X1942) – 1st meeting – discuss controversial results and recommendations; briefing slides sent
* 7/10 – X1931/X1942 batch 1&2 comments answered by email spreadsheet
* 7/8 – Briefing C1635 / briefing slides sent
* 7/8 – C1634 Review Draft Report released (**comments requested by 7/22**)
* 7/6 – sent updated / collated covid procedures
* 7/2 – released Review Draft C1635 for Committee (**comments requested by 7/16**)
* 7/2 – Briefing R1973 ESRPP / briefing slides sent
* 7/2 – Briefing C1634 / slides sent
* 7/3 – 3rd batch PSD results released for committee review
* 7/1 – Briefing R1963a ST lighting / briefing slides sent 7/2
* 7/1 – meeting on data needs for planning upcoming 1982

June 2020

* 6/26 – 2nd batch PSD results released for committee review
* 6/25 Data call on R1965 UI
* 6/19 – 1st batch PSD results released for committee review
* 6/17 Data call with UI X1939
* 6/5 – **EVOTE/passed** for legislative report from McLean, Viglione.

May 2020

* 5/11: **Passed**/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/Passed:** 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