****

**EEB Evaluation Committee Monthly Meeting AGENDA – Revised**

**Monday February 10, 2019 – 10:00-11:30**

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/o8bterrvbpk250iyn3oj6bdc2nzvd30b>

**Call-In Number: 303/900-3524; WEB Access:** [**www.uberconference.com/skumatz**](http://www.uberconference.com/skumatz)

*USE PHONE (NOT COMPUTER) FOR VOICE, AND MUTE WHEN NOT SPEAKING – very important.*

*(Backup number – only if primary # doesn’t work –303/317-2078 (no code needed);*

*https://zoom.us/j/2534751779)*

**COMMITTEE MEETING AGENDA – Draft**

1. **Public Comment 1 min**
2. **Minutes from January 2020** (previously issued / attached)  **3 mins**
3. **Non-Project Updates and Issues 10 min**
   1. Review Interim progress / highlights;
      * Interim e-votes and meetings
      * Upcoming meetings / reports out for review
      * Status of Data requests and deliverables – *several immediate issues*.
   2. SERA January invoice
4. **Discussion of Status of Contracting and end of year billing 15-30 min** 
   1. Status of contracting – UI issued POs week of 2/3/20. We understand data are following as soon as possible. Oswald has attended meetings throughout the process, which has helped, ubt only if the data come soon. As mentioned above, several projects are really in need / held up. A third repeat of this kind of contracting schedule is not workable. Thank you to ES for getting contracts completed in July/Aug.

1. **Discussion of Evaluation Plan Update process / documents** 10 min
   1. Committee call schedule for 2/19. Matrix of projects and recommendations to be provided in advance of schedule discussion call (likely by 2/15). Detailed discussion with committee; revisions during call. 2nd call scheduled for 2/28 if needed.
2. **Discussion of Roadmap Revisions** (see memo)40 min
   1. Committee discussion
3. **Discussion of Projects** (*Gantt, Project Summary Reports Provided monthly w/spend*) 15 min
   1. C&I Projects (Gowans & Jacobs)
   2. Residential Projects (Wirtshafter & Skumatz)
4. **Recap of items for 2020:** 3 min
   1. Eval Plan Update
   2. RFPs and contracting for new list of projects from Updated Evaluation Plan
   3. Legislative report early year (streamlined process in place)
   4. Revisions to Roadmap
5. **Other items** –
   1. Update on DEEP / NEEP M&V 2.0 Grant or other projects.
   2. Quarterly report for use by O’Connor in EEB meetings
6. **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) | * Minutes for Jan * SERA Team Invoice * Memo on Roadmap |

***Summary of 2018-19 Votes To Date (updated 2/6/20)***

|  | Minutes for the month | SERA Invoice |
| --- | --- | --- |
| Jan 2019 | Evote in process: In favor O’Connor (1/16), abstain McLean (1/16) |  |
| 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) |
| 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 –**

Feb 2020

* 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
* 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 abtain 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