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**EEB Evaluation Committee Monthly Meeting MINUTES**

***MONDAY September 13, 2021 – 10:00-11:00 (ended early)***

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**

1. **Attendees**: McLean\*, Viglione\*, Donatelli\*, Malmrose, Dyke-Redmond, Roman, Oswald, Errichetti (Megan), Prahl, Wirtshafter, Skumatz, Gowans, Jacobs

1. **Public Comment** - none
2. **Minutes and invoices**
	1. Minutes – we owe you July and August minutes – not yet complete. Will be e-voted when available.
	2. EA Team July/Aug invoice will be sent for EVOTE
3. **Non-Project Updates and Issues**
	1. Interim e-votes and meetings – Reviewed the items at the bottom of the agenda.
	2. Status of Data requests and deliverables (separate form). Review the form – still items due, but progress in two projects:
		* SF Weatherization – Worked with Eversource, and we may be able to infer enough about the WAP data from a set of ES data to let us work out some of the definitions of interest.
		* Arrearage data from Eversource looks like the batch that is coming should be what we need. We held multiple meetings looking at data from a few observations to suss out whether the data were what we sass looking for. Worked well for this unfamiliar request.
	3. Roadmap status / vote – 2 votes received, evote reminder sent out.
	4. Covid Updates from utilities, if any. None.
	5. Update on data sharing authorized by EA Team to reduce data requests / leverage data – none this month.
	6. Review Next Steps / upcoming (section 8): Timing of Eval Plan, review of 2022-24 C&LM Plan, 2022-24 Eval RFP
4. **2019-21 Evaluation Budget Discussion -** reallocating approved budget between projects.
	1. **Key recommendation: for R1983 / NMR,** to allocate $55,400 in funds from projects that will not be conducted (a portion of the emerging issues and 1963a that are not moving forward) to reimburse for data issues and translating questionnaires to Spanish.
		* **PASSED: Motion/Second by McLean / Donatelli in meeting. Votes in Favor: McLean and Donatelli in meeting. Could not hear vote from Viglione. Will send for evote from him. (evote still needed)**
5. 2022-24 C&LM Plan Budget for Evaluation projects and EA budget: concepts discussed in July & August meetings.
	1. ***PASSED:*** Approved agreement with discussion of the general structure of recommendations for C&LM Plan evaluation budgets to be forwarded to EEB Board – 1) increase evaluation project budgets to $4.5 million in 2022, increasing to $6 million by 2024.  2) Also approved agreement with general recommendation of structure for increasing EA Team budget by 35% with 50% increases in evaluation project budgets.
		* **Motion / Second: McLean/Donatelli in meeting – McLean & Donatelli in favor in meeting; couldn’t hear Viglione, so will send for evote (he evoted in favor 9/14).**

1. **2022-24 Evaluation Planning Process Beginning**
	1. Sept 2021 starting the process for developing the 3-year Evaluation Plan for 2022-24.
		* Steps: Idea submittal request out with Sept meeting materials (Sept), prepare list (Sept), discussions with committee members (Sept&Oct), revise & prioritize list (size, PSD, cadence, directions) (Sept/Oct), discussions with committee members (Sept and Oct and longer if needed), prepare document for vote (Oct or Nov Meeting)
		* Reviewed some of the project ideas submitted to date (list sent out just before meeting).
2. **Status of PSD and Summer Projects Update**
	1. PSD Update process is proceeding. For the 2021 update, the utilities are reviewing various summer studies to be integrated. They will keep us posted and we’ll arrange a meeting as needed.
	2. Status of Summer projects / input into PSD Tabular tracking attached (“Summer…”). Possible corrections from the utilities for Skumatz to check: X11931-1 – may have received comments 8/25 that are not noted in sheet, or responded in August? -2 coincidence factor responses around 8/10. And check whether utilities have any response to -6 hours of use, with distribution of memo on 8/5. 1959 got comments from Megan on 8/19. Report just received by EA team and commenting for distribution to you. Advanced lighting controls just got comments about a wattage correction. Check thermostat status – may have had response to the review draft of 8/9 on perhaps 23rd.
3. **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. Completed staff interviews. All study instruments have been approved by EA Team. All primary data collection completed. Analyses and decks completed. First draft report submitted on 5/5/21. Comments on first draft report back from EA Team on 5/18/21. Second draft report submitted on 6/7/21. Met with EA Team to discuss report revisions on 6/9/21 and EA Team comments were received on 6/14/21. Presentation to EEB held on 6/24/21. Third draft submitted on 6/25/21. All stakeholders’ comments received on 7/23. Submitted revised Final Report to EA Team 8/6/21.
* C1906. Phase I Completed - Research and Development of SEM Evaluation Methods - Presentation of Results on April 15, 2021
* C2014. Phase 2 Scoping
* C1902. Programming baseline surveys, fielding upstream surveys, fielding cross-cutting market actor IDIs
* C1931-1. Review draft submitted on 8/9/2021. Awaiting comments.
* C1931-2. Review draft submitted on 8/10/2021. Awaiting comments.
* C1931-5. Data synthesis and aggregation of results.
* C1931-6. Review draft submitted on 8/4/2021. Awaiting comments.
* 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 Sept 2021.
* R1982. Working towards metering installations by CT-based electricians in mid/late 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 September 2021
* R1983. On track for EOY reporting schedule.
* R2029. On hold waiting for HES data from R1983 and additional Eversource data; unredacted CRT database not going to be provided; HES data request not complete yet, leaving study design in flux.
* R2120. Project was delayed by delays in the related Massachusetts study, utility concerns about postcard; and desire to increase freezer completes with partner National Grid RI; will result in about a six-week 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. Conducted primary data collection with trainers in the workforce development program and instructors in the Green STEP program. Prepared to begin recruitment for follow-up interviews with workforce development participants and focus groups with technical high school instructors; Prepared data request 6 to send to utilities in early September.
* X2001. Measure Groups 1 and 2 (residential measures) are complete and being analyzed. Measure Group 3 (commercial HVAC) survey will launch in mid-September.
* 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. Review draft submitted on 8/4/2021. Awaiting comments.
* X1931-3. Review draft submitted on 8/25/2021. Awaiting comments.
* X1931-4. Review draft submitted on 8/5/2021. Awaiting comments.
* X1931-8. Finalize draft report and measure write up for EC review
* R2015. Completing project initiation
* C2117. Received requested utility data. Finalizing work plan to begin other research tasks. Just getting under way.
* R1968. Project just getting started. Have conducted some early background interviews. 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 –
	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)
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***Summary of 2020-21 Votes To Date - UPDATED***

|  | Minutes for the month | SERA Invoice |
| --- | --- | --- |
| Sept 2021 | *Approved: July/Aug/Sept sent 9/26 for evote; (Sept amended, then approved 9/27 Donatelli & McLean) Awaiting Vigliione.* | *Not available* |
| Aug 2021 | *Approved: July/Aug/Sept sent 9/26 for evote; approved 9/27 Donatelli & McLean) Awaiting Vigliione.* | *Approved: July/Aug sent for evote 9/13. (Approved McLean 9/14. Evote resent to others 9/26; Donatelli approved 9/27).* |
| July 2021 | *Approved: July/Aug/Sept sent 9/26 for evote approved 9/27 Donatelli & McLean) Awaiting Viglione.* | *Approved: July/Aug sent for evote 9/13. (Approved McLean 9/14. Evote resent to others 9/26; Donatelli approved 9/27).* |
| Jun 2021 | *Approved - May and June Minutes-Sent for e-vote 7/1/21, 8/9/21, 9/9 (In favor, Donatelli, 9/7, Viglione 8/9, Resent, McLean approved 9/26)* | *Approved – Combined Apr/May/June sent for evote 9/3, (in favor Donatelli and Viglione 9/4, 9/7, resent 9/9, 9/26; McLean approved 9/26)*  |
| May 2021 | *Approved - Sent for e-vote 7/1/21, 8/9/21, 9/9 (In favor, Donatelli, 9/7, Viglione 8/9; Resent, McLean approved 9/26)* | *Approved – Combined Apr/May/June Sent for evote 9/3, (in favor Donatelli and Viglione 9/4, 9/7) , resent 9/9, 9/26; McLean approved 9/26)* |
| April 2021 | *Approved - Sent for evote 4/12, 4/22 (In favor, Wells, McLean, and Viglione 4/22/21)* | *Approved – Combined Apr/May/June Sent for evote 9/3, (in favor Donatelli and Viglione 9/4, 9/7) , resent 9/9, 9/26; McLean approved 9/26)* |
| 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**

**Sept 2021**

* 9/17 – 2021 PSD redline from utilities (Ghani) to EA Team, requesting comments by 9/21. EA responded more time needed. Reviewed and called meeting with questions / discussion for 9/23. Utilities and EA reviewing the small number of comments raised / discussed to finalize shortly.
* ***PASSED:*** Approved agreement with discussion of the general structure of recommendations for C&LM Plan evaluation budgets to be forwarded to EEB Board – 1) increase evaluation project budgets to $4.5 million in 2022, increasing to $6 million by 2024.  2) Also approved agreement with general recommendation of structure for increasing EA Team budget by 35% with 50% increases in evaluation project budgets.   *Motion / Second: McLean & Donatelli in favor during Committee meeting Sept 13. Evote in favor from Viglione 9/14.*
* ***PASSED 9/13****: Approved R1983 NMR budget increase of $55,400 in meeting 9/13*. *McLean & Donatelli in favor during Committee meeting Sept 13. Evote needed from Viglione****.***
* ***PASSED: Approved Roadmap 9/9***: Sent 9/3, in favor McLean 9/4, resent 9/9, in favor Donatelli 9/9; awaiting Viglione, resent 9/26.
* 9/8/21 – Request for Evaluation Plan Project Ideas; first responses due 9/17

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