



## EEB Evaluation Committee Monthly Meeting MINUTES

**MONDAY JANUARY 14, 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/a2pe25pl7tddogsgx2xkbv1copmodxq>

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

*(Backup number – only if primary # doesn't work –720/820-1390 Code (1<sup>st</sup> caller) 8296#*

*[www.join.me/SkumatzEconomics](http://www.join.me/SkumatzEconomics)*

### COMMITTEE MEETING MINUTES

ATTENDEES: O'Connor\*, Oswald, Jacobson, Ingram, Prah, Reed, J. Bebrin, Wells, Duva\*, Skumatz

1. Public Comment - None
2. Approval of Minutes from December 2018 - EVOTE
3. Non-Project Updates and Issues 10 min
  - a. Review Interim progress / highlights;
    - Interim e-votes and meetings (see bottom of agenda) – Nov/Dec minutes & invoices approved; in-person and follow-up call on 3 year plan; evaluation committee vote and EEB Vote; approval of RFP process.
    - Upcoming meetings – 1634 budget issue call and NEI presentation
    - Status of Data requests and deliverables – Timeline report discussion
      1. Note C1634 memos – and need to schedule a call – will schedule a call / no Jennifer on this and next month's meeting, so separate meeting. Talks about dollars, and if further delays, it will further affect calls. Want call end of this week or early next week. Questions – should they raise questions they have now? Skumatz not as qualified to answer as Jennifer. Instead suggested sending via email. Questions – these are “extra” costs – do we get initial estimates of costs? Maybe they're too rosy. Hardly ever broken out that way. Team considering how to handle in the new RFPs.
  - b. SERA team invoice –December already approved / voted / No action
4. Discussion of RFP / Walk Through; follow-up review by committee
  - a. Reminder of process
  - b. Walk-through of document content (document to follow by tomorrow) – 3 pieces right now. Reminded UI need for word version of T&C / needed within a week. Document has 2 objectives – soliciting for individual projects and for research areas (3 years). Send out document tomorrow / next couple days for comment, with 1 week review. Mandatory intent to bid to ID problems. Questions due same day / responses to those who submitted intent to bid. Intent to bid form. 3 research pools – res, commercial, survey-only (to help

keep costs for surveys competitive/ advantageous to state). Requiring 2 sets of names for each firm because of communication issues last time. 12 individual 2019 projects plus pools content. Document discusses requirements for evaluation process. One place for the format and page lengths for submittals. Next section is individual project RFPs with consistent descriptions. T&C exceptions – and a reminder that the utilities are not likely to accept many exceptions. Format for budget and survey cost submittals and staffing rates for all research area submittals as well. In RFP we talk about scopes, deadlines, and also mention clearly the steps required in the CT process, including communication, data, and invoicing. Coming out for review by committee tomorrow.

- c. Next steps / schedule
5. Discussion of Projects (Gantt, Project Summary Reports Provided monthly w/spend)
- a. Jacobson – C1635 – EO Impact – recruiting of winter sites underway, 2 have been difficult to reach. Working on getting back to non-weather dependent lighting and have a plan for Jan/ Feb. Brought extra people in to keep up. Watch in future – will talk about upstream lighting sites that were put off because there were changes in vendors, but as put the site visits off, the program also was closed down for budget reasons so will revisit strategy there.
  - b. C1634 – surveys are underway – 12/5 and 1/2 reached out to utilities to get better contact info especially for the largest sites, and hoping to get that info to help with recruitment. A few contacts may be responsible for multiple sites, so that would really help. Uncharacteristically low response rates and won't make quotas. Comment – should not be considered a standard data issue – utility provided the contact info they had for the projects. This is collecting additional data on revised customer contacts (turnover, etc.) / agreed. Do they offer incentives for responses? Not un-standard for non-participants; less common for participants but world is changing. Tends to be more common in residential than C&I. Must consider, given these 70 projects make difference in whether the work is statistically significant or not, it is worth exploring. Note that the people we are reaching are gate-keepers, not the decision-maker. Look for other names in the project files perhaps (signatures on forms, etc.). Look beyond. Tend not to scour all data for this type of study (NTG) but that is what the utility is now doing. Look into most cost-effective way to reach needed sample size. Note account managers deal with bill-payers, not decision-makers.
  - c. Residential – Skumatz – 3 linked projects – Lighting impact, RASS, and MF project. In same state – needed data for weighting to make data from survey and on-site responses representative for the state. Pursued best solutions, but data requirements harder for utilities. Used data call / jointly came up with reasonable approach to how to address given data constraints. Now settled; expect 3 reports to come fairly close together within next 2 months, for review.
  - d. R1613/14 complete – presentation and data. Discussion – need good repository for evaluation data that is confidential but can be accessed. Craig and Taren will help Lisa follow-up. Skumatz concern about data issues and utilities / not want more data requirements on them. A secure link on the CTEEB website would be preferred.
  - e. R1617 – have reviewed savings tool/ were expecting report, but based on past experience, EA Team will need time for review and revisions to the draft. We will keep pushing on this project report.
  - f. Res new construction project is complete.
  - g. NEI report is posted and final presentation is scheduled.
  - h. HES impact evaluation – Skumatz didn't do data sheet review earlier in the meeting. This is a good time to go through it in relation to this project. For this project, got data with problems initially; got revised data, and had to rerun all the gas and electric models / now

done. Next stage is the “drill down” on causal factors for differences. Went into data issues.

6. Data issues report: 1634 a meeting coming up. 1635 EO was discussed enough (Error - new project manager is a wrong entry – it is 1644 that has a new project manager – not 1635). Oswald will circle back with Westhill on this / note more data will be needed for risk analysis and for drill-down work. Summary sheet includes a long description related to data for this project, but it is in Westhill’s court. (The form has this error as well.)
  
7. Other items –
  - a. Update on DEEP / NEEP M&V 2.0 Grant or other projects.

\*\*\* 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)
- Draft RFP for review – just walking thru content; documents Tuesday
- Minutes (Dec)
- SERA Invoice - no

**Summary of 2017-18 Votes To Date –UPDATED**

2017	Minutes for the month	SERA Invoice
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)
Dec 2017	December minutes –PASSED – (O'Connor and Dornbos 1/9; Gorthala Abstained not present 1/9, Deep approved to approve in 1/17/18 email with question / question answered).	Invoice thru 12/13 - PASSED EVOTE / Distrib 12/13; In favor Dornbos, Gorthala, O'Connor 12/14. Est invoice thru EOM – PASSED EVOTE (Distrib 12/21; In favor O'Connor and Gorthala 12/21; In favor Dornbos 12/22.
Nov 2017	PASSED vote during meeting 12/11/17 (O'Connor / Melley / Gorthala)	PASSED vote during meeting 12/11/17 (O'Connor / Melley / Gorthala)
Oct 2017	PASSED e-vote Melley (11/8), Dornbos (11/14), O'Connor (11/14, reiterating vote during meeting)	PASSED e-vote for Aug-Oct Invoices – Dornbos, O'Connor, Gorthala, Melley (11/14).
Sept 2017	PASSED e-vote Melley, Dornbos, O'Connor 10/13; Gorthala 10/14.	See above
Aug 2017	PASSED-e-vote O'Connor, Gorthala 9/11; Melley 9/12; Dornbos 9/19.	See above
July 2017	PASSED-e-vote O'Connor, Gorthala 9/11; Melley 9/12; Dornbos 9/19.	PASSED e-vote O'Connor, Melley, Gorthala 9/13; Dornbos 9/19.
June 2017	PASSED-e-vote O'Connor, Dornbos, Gorthala passed 7/10/17; Melley abstains (minutes too long, not always accurate)	PASSED-e-vote O'Connor, Dornbos, Gorthala passed 7/10/17
May 2017	PASSED-in meeting O'Connor, Gorthala, Melley (6/12/17)	PASSED-in meeting Gorthala, O'Connor, Melley (6/12/17)
April 2017	PASSED-Evote Oconnor, Gorthala (5/31/17); re-sent 6/9; in favor Dornbos, Melley (6/12/17)	PASSED-Evote Oconnor, Gorthala (5/31/17); re-sent 6/9; in favor Dornbos, Melley (6/12/17)
Mar 2017	PASSED-Evote O'Connor, Dornbos, Melley, Gorthala 4/13/17	PASSED-Evote O'Connor, Dornbos, Melley, Gorthala 4/13/17
Feb 2017	PASSED-Evote O'Connor, Melley, Gorthala 3/9/17	PASSED- Evote O'Connor, Melley, Gorthala (3/9/17)

Jan 2017	E-vote O'Connor 2/6, Gorthala 2/6; re-sent out for third vote 7/10/17	PASSED- Evote O'Connor, Melley, Gorthala (3/9/17)
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## Other Votes / Meetings / Tracking – UPDATED

### 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
- E-vote complete: R1634 revised scope/budget: 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

#### December 2017

- 12/1 - HES Process and Impact Data meeting
- 12/6 – Data Call R1707
- 12/11 - Memo (during meeting) reconfirming data cost allocations to projects (for utility notice), funds to draw temporarily from evaluation, authority for contractors to spend and re-submit invoices to utilities.
- 12/11 - Call between Skumatz /Swift on Sweep calculations / clarification of carryover treatments, etc.
- 12/11 – Vote in committee to augment budget of C1641 by \$70K
- 12/12 - VOTE APPROVE sweep approach - O'Connor sent EA team budget sweep revised memo from 12/11 meeting to committee; in FAVOR of general recommendations / approach: O'Connor (12/12), Dornbos (12/13), Gorthala (12/13) with conditions (O'Connor - try to work with DEEP on 1663; Dornbos – approve overall compromise effort / approach with clarifications; Gorthala – agree with Dornbos / address DEEP issues); DEEP abstains but raises issues / questions.
- 12/13 – Skumatz responded to DEEP question.
- 12/13 - EEB meeting on Sweep – Skumatz attended via phone.
- 12/13 - Skumatz attended Residential committee meeting to monitor regarding evaluation / sweep
- 12/12 - Skumatz and Chiodo(?) attended Commercial Committee meeting to monitor regarding evaluation / sweep

- 12/19 – Call with utilities to understand / discuss elements of budget sweep (Skumatz and others)
- 12/20 - R1602 RNC report presentation

#### November 2017

- 11/2 – Kickoff NEI project (R1709)
- 11/13-DR pilots programs info (R&C)
- 11/14 – PASSED October minutes
- 11/14 – PASSED SERA invoice Aug-Oct
- 11/28 – Impromptu data call R1707/RNCNTG

#### October 2017

- 10/2 - Data Processes meeting
- 10/4 – Data call – R1707 (RNCNTG)
- 10/5 – Data call – R1706, R1616, R1705 (RASS, Lighting, MF)
- 10/5 – Kickoff R1702 (codes and standards)
- 10/13 – Evotes requested on minutes (passed; see table above)
- 10/13 –PASSED - C1630 budget increase of \$5K (evote #2); In favor O’Connor 10/13, Dornbos 10/13; Melley no answer in 10/13 email; Gorthala abstain 10/14; Gorthala in favor 10/30.
- 10/16 – Data meeting NEI project (R1709)
- 10/20 – UI contracts approval process update meeting
- 10/30 – R1704 HES Programs update discussion

#### September 2017

- 9/5 – Discussion of UDRH
- 9/5 – Data request discussion 1706/1616/1705
  - 9/21 - R1615 LED NTG Project Presentation
  - 9/22 - R1706 RASS Kickoff
  - 9/28 - R1707 RNC NTG Kickoff
  - 9/29 - R1606 Behavior Retention Project Presentation

#### August 2017

- 8/1 – Meeting on recommendations for PSD revisions to Residential HVAC measures – boilers, furnaces, HPWH, circulating pumps
- 8/9 – presentation to EEB on data costs issue
- 8/11- Data cost call
- 8/24-Data request meeting 1630
- 8/25-Data cost call

#### July 2017

- EEB full board vote on Data memo passed
- 7/31 – Meeting on recommendations for PSD revisions to Steam Trap equation
- 7/23 – Meeting on recommendations from 1602 on UDRH

#### June 2017

- Approved / Passed – Memo Summarizing Mini-RFP Results (in favor O’Connor, Dornbos, Gorthala, 6/5/17)

- Approved / Passed – 2 parts / both approved: Approving Memo identifying extra costs to evaluation projects because of data issues from utilities and identifying the assessment to each utility and recommending addition to each of the project budgets, with the money to be pulled out of funds that are not evaluation funds. (in favor O'Connor, Dornbos, Gorthala. 6/22/17)

May /June 2017

- None additional.

April 2017

- Interim Meeting -1617 DHP Working Group – 4/10/17

March 2017

- None additional

February 2017

- Approved/passed Evaluation Plan Update (votes in favor 2/8/17: O'Connor, Dornbos, Gorthala)

January 2017 Interim votes and interim committee meetings – not final

- Votes in favor of evaluation plan (in favor O'Connor & Gorthala 1/9/17; Dornbos 1/12 – passed). 1/24 DEEP votes against.
- December 2016 minutes passed (In favor 1/9 O'Connor, Melley, Gorthala, Dornbos).