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**EEB Evaluation Committee Monthly Meeting MINUTES**

***MONDAY April 12, 2021 – 10:00-11:15***

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**: Wells\*, Viglione\*, McLean\*, Oswald, Kopylec, Dyke-Redmond, Roman, Reed, Faesy, Skumatz, Prahl, Wirtshafter, Jacobs

1. **Public Comment** 1 min
2. **Minutes and invoices** 25 min
	1. March minutes to be voted (Previously sent, attached); EVOTE
	2. Feb 2021 invoice and March 2021 Invoice from EA Team EVOTE for invoice approval
	3. Request for additional budget for EA Team – discussed later after McLean joined.
		* DISCUSSION: Skumatz walked through invoice memo delivered the morning of the meeting. Discussed causes of overrun and sources of continued need for additional budget (projects shifted later in time, piling up in workload from contracting, data, and covid), and need for added work in June/July from memos / special presentations to make sure the project results get put into 2022 planning. Also additional work for PSD review of many items that utilites did not adopt immediately (requires EA team weigh-in). Committee discussed that if funds are taken from Evaluation projects, the overall evalution total does not change and it should not need Board approval. Given the workload is already high, EA Team not likely to specify additional project from “Emerging Issues”, so that is a reasonable funding source for this year (future years, elements of #10 Conditions may kick in…).

**APPROVED: Motion / Vote: Committee to approve $69K addition to the EA Team budget for 2021. The committee specifies the funds should come from X1940 so there is no change in overall evaluation budget and committee can approve the change. Motion / second by McLean / Viglione. Passes during April Evaluation Committee Meeting - all in favor.**

1. **Non-Project Updates and Issues**  5 min
	1. Review Interim progress / highlights (bottom of agenda)
	2. Interim e-votes and meetings – (bottom of agenda)
	3. Status of Data requests and deliverables (separate attachment)
		* DISCUSSION: One element (DEEP) for SFWx – after the meeting, DEEP sent a memo noting the data are being extracted and should be delivered this week.
	4. Covid Updates – important to know if any changes coming for project planning.
		* DISCUSSION: nothing new
	5. Legislative report passed via evote, sent for forwarding to Legislature –
		* DISCUSSION: DEEP will take lead from here.
	6. PSD Update for C&LM Plan – regular meetings fortnightly. 209 items to resolve; EA Team reviewing including feedback for some from ERS, and consideration of items to be updated in June / July meetings instead of from ERS recommendations. Goal is to get through all prior to use in 2022 C&LM Plan update.
	7. Update on data sharing authorized by EA Team to reduce data requests / leverage data
		* DISCUSSION: Check on request to share data between contractors. Workable – need “DDQ” document for (some) contractors (Cadmus, EMI, SCS analytics). Our scope will need to make sure to include that, and we make sure the committee is informed about the requests. Informing is enough. Check which firms are involved to date and let utilities know. (DSR / data security rider) for UI.
2. **Contracting Update** - 5 min
	1. Status from Utilities –
		* DISCUSSION: UI: good to go / all extension is squared away as of this morning. Eversource: completed last month / all issued.
3. **2021 RFP**
	1. RFP responses received 3/12/21; (process included draft, committee comment, issued to eligible pools). EA Team scored, provided memo of results / recommendations. Approved by evote. Feedback on last project. Conracting documents forwarded to Utilities.
		* DISCUSSION: Discussion on NMR; seems like support to issue mini-rfp with scope consultation from Tech Consultants; review scope with cmte; maybe some interest in expanding to RMI or VEIC (if contracted); otherwise send to all incl. NMR for interest.
4. **Roadmap 5** min
	1. To be circulated for final comment within next day or two. - Comments discussed last month not yet integrated / apologies from Skumatz.
	2. Next steps.
5. **Discussion of Project Status** (*Gantt, Project Summaries Provided monthly w/spend*) 15 min
* ***Gantt Includes information on projects with results expected in time for 2022 PSD & Planning (also included as attachment.***
	1. C&I Projects (Gowans & Jacobs)
	2. Residential Projects (Wirtshafter & Skumatz)
* C1901. Completed staff interviews. All study instruments have been approved by EA Team. All primary data collection completed. Final analyses nearing completion an finalizing decks. Beginning report writing. Summer Update / Results? Yes. Final Results Late June / Early July.
* C1906. Phase I Completed - Research and Development of SEM Evaluation Methods - Presentation of Results on April 15, 2021 Summer Update / Results? No. Phase 1 Just presented.
* C2014. Developing distbutor survey in-depth interview guides Summer Update / Results? Yes. Model results in late June.
* C1902. Data review underway, had kick-off meeting. Summer Update / Results? Yes. Powerpoint in late June.
* C1931-1. Conducting PA interviews. Summer Update / Results? Yes. Results in early July.
* C1931-2. Consolidation of CF values into Appendix One Summer Update / Results? Yes. Results in early July.
* C1931-5. Draft interview guides for expert interviews, Summer Update / Results? Yes. Results in early July.
* C1931-6. Performing DOE model simulations from NY models for Hartford weaher station. Summer Update / Results? Earlier. Expect Results in May / June.
* R1959. Preparing draft report. On track to submit draft report in April. Summer Update / Results? Earlier. Expect report May / June.
* R1965. Significant delays due to data from Companies and coordination with other studies, but on track to deliver draft report by May/June 2021. Summer Update / Results? Earlier - Draft report likely delivered earlier.
* R1973. Consultants have submitted Final Report and Appendicies to EEB Committee, consultants conmpleted final presentation Summer Update / Results? Earlier. Report & Final Presentation complete (March)
* R1982. Test of revised recruitment and remote / electrician-only install postponed until Spring due to major spike in COVID-19 cases across the country. Summer Update / Results? No. Metering has been on hold since Covid.
* R2023. Small budget left awaiting other database update needs / requests. Summer Update / Results? No. No current work.
* R2027.Data collection instruments wrapping up, draft report delayed until March 2021 (no data request) Summer Update / Results? Unclear - TBD.
* R1983. Early in project, but on track so far. Key is receiving requested data on specified timeline. Summer Update / Results? Likely. Some preliminary impact findings, but not until August due to data.
* R2029. Project on hold to coordinate/respond to DEEP requests, project in re-design in response. Summer Update / Results? Unclear. Data has not yet been delivered.
* R2120. Project delayed about two weeks due to delays on MA impact study, from which we'll be piggybacking results Summer Update / Results? No. Just starting.
* X1931. Primary research project design in progress. Summer Update / Results? Yes, although may not be presentation, but instead, part of meetings.
* X1939. Phase 1 presentation in progress, Phase 1 report anticipated early 2021 Summer Update / Results? Before. Phase 1 presentation / report will have been in May/June.
* X1941. We submitted a draft of the report for the Multifamily Impact Evaluation to the EA Team for review. Once the EA Team approves the final report, we will present to the CT EEB and utilities. Summer Update / Results? Before. Report & Results will be complete in May.
* X2022. Working on Task 2 and Task 3; Meeting scheduled April 13 for program staff interview on community engagement efforts. Summer Update / Results? Yes. Expect best practice share-out in mid-May; Some program results for education & workforce in early July.
* X2001. The study team is finalizing the sample and programming/testing the survey. Mailing survey invitations in late April. Summer Update / Results? Yes. Several residential EULs by Late June.
* X1932. Part of data request pending (1c and 1d). Working with EnergyHub on it. Summer Update / Results? Unclear / TBD.
* X1942. Working on final survey updates / issuing shortly. Summer Update / Results? Yes. Expect several results for residential by late June.
* X1931-7. Aggregation and analysis of weather data to utility implementation data Summer Update / Results? Earlier. Expect results May / June timeframe.

**Revised Schedule of Results Available for Summer Presentation**

* small mark-ups from memo provided prior to meeting highlighted in yellow.
* EA Team will send prelimary dates in next couple days to see which ones cannot be accommodated in regular weekly calls.

**Results / Memo / Presentation expected Late June/1st week of July**

1. C2014 C&I Lighting Saturation and Remaining Potential - Yes. Model results in late June.
2. C1902 ECB NTG and Baseline - Yes. Powerpoint in late June.
3. X1931-1 ISP Comm Boiler & Furnace Study - Yes. Results in early July.
4. X1931-2 Coincidence Factor and Loadshape Study - Yes. Results in early July.
5. X1931-5 Comm Refrigeration Efficiency Update Study - Yes. Results in early July.
6. CT X2022 - Education and Engagement Evaluation - Yes. Expect best practice share-out in mid-May; Some program results for education & workforce in early July.
7. X2001 - EUL - Yes. Several residential EULs by Late June.
8. X1942 NEIs - Yes. Expect several results for residential by late June.
9. X1931 In-Depth PSD Review - Yes, although may not be presentation, but instead, part of meetings.

**Earlier Results / Reports**

1. X1931-6 Hours of Use Documentation - Earlier. Expect Results in May / June.
2. R1959 Single-Family Renovations & Additions Potential Analysis - Earlier. Expect report May / June.
3. R1965 HP/HPWH Baseline and Potential Assessment - Earlier - Draft report likely delivered earlier.
4. R1973 Retail Non-lighting - Earlier. Report & Final Presentation complete (March)
5. C1906 SEM Design and Evaluation - No. Phase 1 Just presented.
6. X1939 Early Retirement - Before. Phase 1 presentation / report will have been in May/June.
7. X1941: Multifamily Impact Evaluation - Before. Report & Results will be complete in May.
8. X1931-7 Degree Days Update Study - Earlier. Expect results May / June timeframe.
9. R2027 HP/HPWH Reliability – Expect Results in May / June

**Later Results:**

1. R1983 HES/HES-IE Impact and Process Evaluation - Likely. Some preliminary impact findings, but not likely until August due to data.

**Uncertain – will be clarified**

1. X1932 DR EM&V Support - Unclear / TBD.
2. Moved to 9 above - R2029 SF Weatherization Assessment and Update - Unclear. Data has not yet been delivered.
3. C2014 C&I Lighting Saturation and Remaining Potential – Likely. Phase II research to be scoped after completion of Phase 1.

**No Results Expected**

1. R1982 HVAC/DHW Performance and Potential Evaluation - No. Metering has been on hold since Covid.
2. R2023. RASS Enhancement (R1965 add-on) - No. No current work.
3. R2120. Appliance Recycling Impact - No. Just starting.

Note: Dates are being scheduled well in advance. Watch for invitations.

1. **Recap of items for 2020/21: 0** min
	1. 2021 - Contracting documents for 2021 add-on projects - COMPLETE
	2. 2021 – Legislative report – COMPLETE
	3. Roadmap – Discussing / Finishing
	4. 2021 RFPs – recommendations / decisions April 2021 meeting - complete
	5. Contracting for 2021 RFP projects – in progress?
	6. 2022-24 Evaluation Plan – end of 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)
* Legislative Report final for forwarding
* Memo on results / recommendations for RFP’d projects (already voted)
 | * Revised Roadmap (coming)
* March minutes
* Feb/Mar Invoice & budget request)
* June/July project results schedule
 |

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

|  | Minutes for the month | SERA Invoice |
| --- | --- | --- |
| April 2021 | *Approved - Sent for evote 4/12, 4/22 (In favor, Wells, McLean, and Viglione 4/22/21)* |  |
| 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 (In Favor: McLean 3/8, Viglione 3/8)* | *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 (In Favor: McLean 3/8, Viglione 3/8)* | *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 (In Favor: McLean 3/8, Viglione 3/8)* | Approved Evote 12/18 (Wells, calls 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 (In Favor: McLean 3/8, Viglione 3/8)* | 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 (2019-2021) –Updated**

April 2021

* 4/15 C1906 SEM Phase 1 Presentation
* 4/7 R1973 Retail Products Final Presentation

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)
* **EVOTE OUTSTANDING**: 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 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

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