



## EEB Evaluation Committee Monthly Meeting MINUTES

Monday December 9, 2019 – 10:00-11:16.

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/c4zjf63xvohibw0ioquducuv4naxw1m5>

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

MUTE WHEN NOT SPEAKING – very important. And best if you use PHONE to connect, not computer (select "VIEW ONLY" mode).

### COMMITTEE MEETING MINUTES

**ATTENDEES:** Wells\*, Oswald, Riddle, Ingram, Dyke-Redmond, Skumatz, Wirtshafter, Gowans, Prael, Jacobs, Reed. Not a voting quorum.

**NOTE: follow-up / to do list for EA Team, Utilities, and Committee below.**

#### 1. Public Comment - None

2. **Minutes from November 2019** - Skumatz noted the November minutes were not completed yet; October not approved, nor invoice. She will send Nov& Dec minutes, plus Oct & Nov Invoices later today for e-vote.

#### 3. Non-Project Updates and Issues

- a. Review Interim progress / highlights;
  - Interim e-votes and meetings -Skumatz reviewed the dates and meetings summarized below, highlighting 2 upcoming kickoffs on the 18<sup>th</sup> and 20<sup>th</sup> (in red below), and need to schedule some kickoff meetings in Early January.
  - Upcoming meetings / reports out for review – nothing.
  - Status of Data requests and deliverables – *no immediate issues*.
- b. Additional budget-related items / one from previous meeting
  - Skumatz noted two budget-type items. 1) Left over from previous meeting is a request for a budget increase from EMI for C1644, the project that had so much back and forth with the utilities to try to get better contacts at the C&I projects so the survey questions could be answered. Involved a lot of extra time by the utilities (thanks!) and the contractors / EMI to get sufficient responses to support this evaluation. Skumatz hoped that there was a way to do this within the previous 3-year plan budget. Skumatz will explore with utilities whether there is a way to close out, for instance, C1603 drill-down, and reassign some of those funds (with committee approval of the expenditures) to contracted projects with Emi (C1644) and NMR (contracted with RASS) to conduct some work to enhance the RASS database per requests from "final presentation" attendees – work that would add information on percent of equipment installed that is EE for some measures, and perhaps beef up the MF data in the database. We would not propose any changes that weren't fully ranked, and approved by the evaluation committee. It may be

that this is not possible, if these are “old plan” dollars that must be reassigned quickly. If it is effectively “use or lose” we will review options.

- c. Invoicing end of year: ES needs December invoices by 13<sup>th</sup> by mail, and 18<sup>th</sup> in Arriba system – for contractors and EA Team. UI does not need special mid-month invoices – just submit actuals at end of year (by 31<sup>st</sup>). Note that means contractor invoices must be approved by that date and EA Team invoices e-voted by those dates!
- d. SERA Invoice: Skumatz described the mem on the November SERA team invoice. There isn't a quorum so no vote can be held – will send or evote later today. Skumatz asked the utilities (and DEEP?) what is needed to get SERA's contract updated for the new rates and proportional hours for Oct-Dec, consistent with our new contract extension (adds about \$11+K to the budget – see invoice). **Utilities stated they will let SERA know what they need to support contracting and payment of invoices.**

#### 4. Discussion of Status of Contracting and end of year billing

- a. Status of contracting –Skumatz asked about update and prognosis for contract finalization from UI; this has dragged on and is now also affecting projects that have begun (under ES money) because no data being delivered from UI. Riddle has no firm update; the contracts must go to another internal committee from UI. No dates for final approval forwarded by Riddle. Riddle asked Skumatz to send/resend the note she forwarded to UI about dates for contracting completion for UI and he'll complete it. Skumatz also has one outstanding request from ES on the bidders list to complete.
- b. Funds Carryover issue – *The level of carry-over for this year is very signifnat – projects got a very late start with contracting delays. The utilities have stated that they need not special submittals from the EA Team or contractors; the Utilities will carry-over all unspent funds for this 3-year plan. Skumatz also asked about carryover for projects contracted in the previous 3-year plan. The utilities stated that if the POs are not closed, the funds will be there. Repurposing without a lot of documentation could be troublesome for future audits and should be avoided per DEEP.*

#### 5. PSD / HES Discussion –

- a. Update on EA Team / Utility Call and possible resolution of process treatment of HES results into the PSD and Planning. Skumatz walked through the 9 items in the memo that was distributed on this topic, noting that there seemed to be agreement in principle on all but one of the topics (If and only if UI agrees to the recommended approach in Items 6-9; the EA Team insists the same principles must apply for treatment of each item by both utilities, although not always the same *number*). The utilities need to provide a few numbers (identified as “XXX” in the memo). The EA team also needs to review whether there is an acceptable approach for delivered fuels as there remains disagreement on this item. As soon as resolved, provide memo or briefing to committee. All parties are working toward agreement by the end of the year. DEEP noted positive progress and commitment. The utilities noted they prefer final reports for final numbers (and by early July or August), and Skumatz noted a final memo (denoted final) on the relevant results was provided by 8/8/19. Skumatz should send clarified data request to utilities, and send around possible dates / times for a final(?) call by end of Year.

#### 6. Discussion of Evaluation Plan Update documents

- a. Skumatz walked through a memo sent this morning. The memo identifies:
  - Original plan dollars and projects for the 3 years, and those contracted in year 1

- EA Team provides Up-front recommendations for three projects: defer 2 (large) C&I project impact evaluations that were expected to begin in year 3 of this plan to the next 3-year plan. The ISO requirements will still be met (5 year intervals; projects slower at completion than expected); however this will cause considerable budget impact in the next 3-year plan, and EA Team will endeavor to stagger to the degree possible.
- The third project with a recommendation not to pursue is the Impact evaluation of the behavioral programs because ES is quitting the HER program and pursuing other behavioral options, and those program activities are unlikely to be mature enough to evaluate within this 3-year period.
- Skumatz discussed the special topic of the DR pilot evaluation, and coordination with MA and its contractor; coordination is expected to continue, but some of the responsibility will likely fall to the CT contractor at some point in time as well (for MA and CT).
- Skumatz walked through the three main groups of projects -
  1. in Plan, but not yet contracted / funded.
  2. New project concepts recommended to be prioritized through the X1931 PSD project process, and
  3. New project concepts scored outside the PSD project (larger, distinct, as noted in the memo).
- Skumatz read through the project titles, and noted the dollars committed and not committed, for various subsets. Discussion, next steps (SERA team scores, and discusses with Evaluation committee for additional input, hopefully in December if possible). Skumatz also noted that the committee reviews the RFPs that come out of the process. See memo / tables attached.
- Oswald and Ingram championed watching for opportunities to coordinate projects with other states for economies and robustness. Comments from Oswald that controls studies are very important as they are becoming more significant in the plan. Plus coincidence factor very important as ISO is noting a move from afternoon peaks to later with solar spreading.
- Skumatz requested emails back if there are comments about the classification of specific projects, etc.

**7. Discussion of Projects** (*Gantt, Project Summary Reports Provided monthly w/spend*)

- a. C&I Projects (Gowans & Jacobs): Long-standing projects are moving forward. Newer projects are in phases related to final refinements of designs toward kickoff meetings.
- b. Residential Projects (Skumatz / Wirtshafter): Skumatz noted options associated with R1603 HES were discussed earlier. Most other projects are in the final design stages prior to kickoffs (X1931) or have had / will have kickoffs and begin work (X1939, R1982, X1941, R1973, X1932, R1965, R1959, and R1963 a and b. Data requests are under way for several projects; ES has fulfilled both, and UI data are not yet delivered.

**8. Recap of items for next year:**

- a. RFPs and contracting for new list of projects from Updated Evaluation Plan
- b. Revisions to Roadmap (EA team recommended at least refined communication, reconfirm PSD process, update writeups of project development and data processes to current)

**9. Other items –**

- a. Update on DEEP / NEEP M&V 2.0 Grant or other projects. Workshop held. No other update provided.
- b. Quarterly report. Provided updates for September to O'Connor; Skumatz will prepare when Taren needs next one.

## 10. RECAP

### a. To Do - EA Team

- Skumatz to complete minutes for Nov and Dec meetings and send around minutes and 2 invoices to Evaluation Committee for vote / approval.
- Skumatz to send Gantt that fixes top lines of a couple projects that got cut off.
- EA Team tell contractors ES needs Dec invoices by 13<sup>th</sup>/18<sup>th</sup>, and UI needs by the 31<sup>st</sup> (actuals) – sent by those dates AFTER EA Team approval step. Same for SERA Team.
- Skumatz will clarify data needed to complete the HES/PSD document computations (in short term utilities can also look for “XXX” in the document / SERA to clarify request on the delivered fuels item).
- EA Team to finish scoring Plan Update projects, and schedule call with committee ASAP to review / discuss and ultimately adopt.
- Skumatz to send project description for X1939 early retirement to Oswald.
- Skumatz will complete one request from ES’s contracting team on bidder list.
- EA Team to develop dates for 1) follow-up HES/PSD call with utilities / TC; 2) schedule meetings in early January including: final presentation for R1705 MF; and kickoff dates for X1939 Early Retirement, and X1931 PSD project. Commercial projects to follow.

### b. To do - Utilities

- Utilities will check on what contract change documents are needed for EA Team’s rate and budget change since Oct 2019.
- Utilities will fill in missing “XXX” items in HES/PSD table.
- UI will confirm (possibly by end of day) treatment on the PSD/HES items 6-9.
- UI will check and report back ASAP on status of contracts after Skumatz re-sends list of projects / request to Riddle.

### c. To Do – all –

- Anyone that has feedback on the proposed deferral of the drill-down on HES R1603, please send an email. Need to confirm treatment of those dollars.
- Anyone with issues on the treatment of projects / project scoring plan in the Evaluation Plan Update briefing, send an email or let us know.

\*\*\* Supporting Materials in Box folder and attached before meeting, including:

- |   |                     |
|---|---------------------|
| • Updated Gantt Chart & Project Status Summary & data timeline report | • Minutes (not yet) |
| • E-votes / call notes (attached / bottom of agenda)                  | • SERA Team Invoice |
| • Memo on Status of Evaluation Plan Update                            | • Memo on HES/PSD   |

2019-20 Evaluation Project Planning Meetings			
Firm	Proj	Eval Cmte Kickoff	Data Request
ERS	C1906 SEM		
ERS	X1931 PSD	Scheduling Jan	
ERS	X1939 Early Retirement		
Evergreen	R1982 Res HVAC/DHW	12/18/19	
TRC	X1941 MF	12/6/19	
EMI	R1973 Retail Nonlighting Prods	12/20/19	
NMR	1932 DR Pilots (R1648)	na	
NMR	R1965 HP/HPWH	12/5/19	
NMR	R1959 SF Renov	11/4/19	11/8; filled ES 11/27; No UI
NMR	R1963A ST Res Lighting	Fri 10/4, 2pm	9/16; filled ES 10/25; No UI
SCS	R1963B ST Res Lighting	with above	
ODC	C1901 C&I Sector-Wide Process		
Cadmus	C1634 ECB Impact	na	
DNV	C1635 EO Impact	na	missing 2 UI sites

### **Summary of 2018-19 Votes To Date**

	Minutes for the month	SERA Invoice
Nov 2019		
Oct 2019	Evote distributed 10/14, resent 11/8. In favor (O'Connor, 10/15, Wells 11/8). Awaiting McLean-Salls.	
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). Awaiting McLean-Salls.
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. <b>Passed</b> 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)

	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)

### Other Votes / Meetings / Tracking –

#### December 2019

- 12/20 upcoming – Kickoff R1973 Retail Non-lighting products, 10:30am (check invitation)
- 12/18 upcoming – Kickoff R1982 Res HVAC/DHW, 4pm (check invitation)
- 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 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