



## EEB Evaluation Committee Monthly Meeting MINUTES

**MONDAY October 7, 2019 – 10:00-11:30 (Meeting lasted until 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/nmfe5ov2whvllwos4z8rurir5itpux95r>

**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 AGENDA – Revised

**ATTENDEES:** O'Connor\*, Li\*, Wells, McLean-Salls\*, Ingram, Oswald, Riddle, Reed, Mosenthal, Skumatz, Prael, Wirtshafter, Jacobson, Jacobs, Chiodo, Gowans

1. Public Comment - None
2. Minutes from September 2019 sent for evote; need 1 more vote (Wells); Riddle requested September minutes lose “radio silence” language. Agreed. Wells voting via email (see updates below).
3. Non-Project Updates and Issues
  - a. Review Interim progress / highlights;
    - Interim e-votes and meetings (*August invoice has 2 votes, awaiting one from bottom of agenda. Vote has since been delivered and updated in vote summary below*).
    - Upcoming meetings / reports out for review – (*C1644 finalized / posted; RASS and MF within days of finalization/posting; R1603 just delivered to EA Team for review*).
    - Status of Data requests and deliverables – *no immediate issues / no discussion*.
  - b. Two additional items on attached memo and resolution of questions from previous meeting
    - Information on budget increase request for C1644 – This issue was raised in the last meeting (memo was provided last month; C1644 consultants requesting \$10K to cover aggressive efforts to address unanticipated survey response issues). EA Team had hoped to be able to make a recommendation about a source of funds to address this, but will not be able to address this until next month, after the follow-up call to discuss the second phase of HES program happens. Deferred for action until next month when a source might be identified.
    - C1634 – There has been an ongoing issue that the extra funding that was granted to this project in October 2018 had not been recognized or added to the budget for one utility, and invoices were not being paid. Chiodo thinks this situation is getting straightened out.
    - C1635 – Per request for updated information on the electrician issue from last month's meeting: Electrician contracting issue for the firm that had the arc flash incident resolved - The electrician was officially onboarded on 9/12/2019 and started doing electrical work for this evaluation on 9/19/2019.

- c. September SERA team invoice attached for vote in meeting or evote. Includes New and Old team members. Expenditures are lower than the percent of the year expended (25% of year left, 36% of budget remaining; invoice \$32.8K). EA team expects a continuing surge in costs through the end of the year – first for project start-ups, informational calls, and kickoff meetings; then the work on the Evaluation Plan Update; and then the RFPs.
4. Discussion of Status of Contracting, Contractor pool recommendations, related issues
- a. **Contracts:** We believe all contracts are complete from UI and Eversource (UI will confirm whether this is true and when firms can start billing). UI has one last internal step related to budgeting that holds up UI staff from providing data or potentially participating in the project development work, or having projects bill for the work efforts. EA Team appreciates Oswald's assistance in participating in development / Q&A calls.  
**Invoicing:** The EA Team received an updated project billing percentage matrix from Eversource. EA has asked for something similar from UI. UI will check on this. In addition, EA Team has asked about whether UI invoices should be prepared per PROJECT (as last year) or grouped by FIRM (per Eversource change)? UI will confirm the proper treatment for invoices.  
**Project Development:** Development work has begun on all projects (see Gantt, etc.).
- b. Contractor pool recommendations (memo attached). Skumatz walked through the process used by the EA Team for scoring the RFP responses for the individual pools. Recommendation was made to accept 12 firms as eligible for residential pool, 8 for the commercial pool, and 2 for the survey pool (purpose of this last pool is a backup source to help assure CT has an option for surveys for projects).

**MOTION / SECOND:** Salls / O'Connor: To approve the memo's recommendations. Passed (In favor Salls, O'Connor, Abstain by Li).

- c. 2019 update to the 2019-2021 Evaluation Plan – Skumatz described the steps that need to start for the 2019-2021 Evaluation Plan Update. She also distributed the project idea form to be filled out for those with suggestions, and also provided the current Evaluation Plan. The goal is to finish this in October / November. The steps are:
- EA Team reviews Plan for our assessment of gaps, tweaks.
  - EA Team reviews concepts submitted by Evaluation Committee
  - Prioritized according to existing criteria (Page 3 of attached adopted Plan; impact, process, not recently evaluated, high C&LM Plan savings, ISO/FCM, numbers/gaps in PSD, need or program design, part of series, co-funded, other considerations; budget)
  - Provide recommended / prioritized modifications
  - Discuss with committee (in person or by phone, depending on degree of changes).
  - Committee votes to adopt 2020 Update to the 2019-2021 Evaluation Plan; submitted to EEB.
- d. Drafting of 2020 RFPs –EA Team expects to begin in October or November, to try to make sure the responses are received this year. EA Team is concerned about the time to complete contracting, and projects need to be complete end of 2021 to the degree possible. Commercial projects tend to take a long time. This month we plan to start crafting the mini-

RFPs to eligible pool candidates for the 2020 or 2020/2021 projects in the Plan. The process steps are:

- develop RFP with objectives / deliverables / scopes and evaluation criteria and scoring process (similar to previous RFP; EA Team asked whether old T&C were appropriate for new ones from utilities. Utilities will provide their new T&C when the need arises in this process.
  - submit draft for committee comment,
  - revise / finalize and release RFPs; respond to Q&A
  - score and recommend winners; provide memo to committee documenting scores and recommendations for review by Committee.
  - Contracting process follows.
- e. Carryover issue – Evaluation projects will very significant carryover with late year contracting. Utilities will follow up with clearly stated procedures or documentation regarding procedures for accrual / carryover asap.
5. PSD / Roadmap Discussion: A meeting was held last week to discuss evaluation results that were not integrated into 2020 PSD update. Immediate Action Items:
1. EA Team develops written response to utility writeup of treatment of evaluation results into PSD (timing / this cannot be completed prior to the EEB meeting)
  2. EEB votes on a C&LM Plan, with contingencies / conditions related to this specific item (PSD value adjustments). **EA Team requests the opportunity to review the language of the condition related to this issue prior to the vote.**
  3. EA team arranges dedicated call to discuss issue(s) raised inviting utility EM&V staff and Eval Committee.

Going forward, the Evaluation Roadmap steps are re-confirmed / re-installed. The finalized reports provide PSD recommendations, and the Utilities provide memos on how the results will be integrated into the PSD, highlighting any deviations from report findings / recommendations. The EA Team reviews this and prepares a response. At the next Evaluation Committee meeting, the PSD implications and any differences between the EA Team and utility memo are discussed. This process happens in association with completed reports (as per the adopted Roadmap), not in an annual roll-up, as had been proposed. Timing is also provided in the Roadmap, and EA Team provided a link to the roadmap for committee members.

Discussion included comments EA Team would be reviewing application of results beyond HES; utilities described the flavor of the types of refinements that are made in applying the PSD recommendations from reports (see Notes section / Appendix 3), and other comments.

6. Discussion of Projects (*Gantt, Project Summary Reports Provided monthly w/spend*)
- a. Gowans & Jacobs for commercial: Skumatz and Wirtshafter for residential projects.

**On-going projects -**

- C1634. Continuing to perform the remaining site visits to satisfy the sample design and expect to have all site visits and meters retrieved by the end of October. Contractor has started the baseline study amendment work. Analysis has begun on most projects and the project is on track to meet the approved modified schedule. Chiodo noted that project completes in 2020 (as discussed in last meeting) not 2019 as per Gantt.

- C1635. 111/117 EO electric (non-upstream) site visits completed (3 more scheduled). Removed meters from 83 EO electric sites, analysis for electric sites underway. 52 reports submitted, 40 finalized. Primary and backup samples for upstream lighting selected / recruitment underway. Associated site visits underway. Metering installation for all 32 gas sites complete, retrieved for 20. Gas EO analysis completed for 4 sites, reports submitted for 3.
- C1644. Review comments have been incorporated into final report; being posted. Presentation of final results scheduled for 10/7/19.
- R1616/1708. Report being posted. Final presentation to be scheduled.
- R1706. Report being posted. Final presentation to be scheduled.
- R1603. Final impact eval. report submitted to EA Team 10/4/19 (final results memo 8/8); Next is call with committee on in-depth options/recommendations. *NOTE we may need an agreement or something with utility to share data between firms.*
- R1705/1609. Final report submitted to EA Team, technical webinar to follow

The status of all the new projects is provided on the Summary and Gantt chart reports provided, and is generally similar: consultants are meeting with members of the EA Team to refine the project’s design, and EA/consultants are meeting with utilities for program Q&A, all in preparation for the Evaluation Committee kickoff and project start.

7. Other items – No discussion on these items.
- a. Update on DEEP / NEEP M&V 2.0 Grant or other projects.
  - b. Quarterly report. Provided updates for September to O’Connor

**Wrap up of “to-do’s” from meeting:**

- Skumatz: send evote (invoice); EA Team provides memo of responses re: incorporation of evaluation results into PSD / then arranges meeting with committee and utility EM&V staff.
- Utilities – need written info on carryover procedures for each utility; UI confirm whether invoices are by FIRM or by PROJECT; UI please confirm whether projects and documentation are complete; need new T&C for RFPs (will need to send at some point); answered percentages
- All complete the project idea form (or submit the idea) for Evaluation Plan Update by Oct 17.

\*\*\* 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
- SERA Team Invoice
- Memo on Pool votes

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

	Minutes for the month	SERA Invoice
Sep 2019	Evote distributed, 9/9, resent 10/3. In favor (McLean-Salls 9/10, O’Connor 9/10 ), awaiting Wells.	
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, Wells 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)

	Minutes for the month	SERA Invoice
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 –

#### October 2019

- 10/7 (this meeting) Vote approving list of Pool recommendations from EA Team
- Scheduling final presentation for RASS / Light
- 10/7 4pm – final presentation of R1644
- 10/4 – Kickoff of R1963 – ST lighting
- 10/2 – discussion on PSD update process

#### September 2019 -

- Nothing I see – team, let me know.

#### 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