



STATE OF RHODE ISLAND
**ENERGY EFFICIENCY &
RESOURCE MANAGEMENT COUNCIL**

**EXECUTIVE COMMITTEE
MEETING MINUTES**

Thursday, December 4, 2014

2:00 - 3:00 PM

Conference Room B
Department of Administration
One Capitol Hill, Providence, RI

In Attendance: Abigail Anthony, Marion Gold, Mike Guerard, Chris Kearns, Leslie Malone, Michael McAteer, Danny Musher, Paul Ryan, Rachel Sholly, Jessica Smith

1. Call to Order

Chairman Paul Ryan called the meeting to order at 2:07 PM.

2. Approval of Executive Committee November Meeting Minutes

Abigail Anthony made a motion to approve the November minutes as submitted. Paul Ryan seconded and all approved.

3. Review of Draft EERMC December Meeting Agenda

Ms. Anthony recommended including the upcoming Public Utilities Commission hearings on the agenda under the Executive Director report. She also suggested changing the System Integration line from "Presentation" to "Update".

4. Executive Director Report

Legal Counsel RFP

Commissioner Marion Gold of the Office of Energy Resources (OER) said that everyone had been given several opportunities to review the document. The plan is to put the final version to vote before the full Council at the January meeting.

New Member Appointments

Commissioner Gold reported that she is still working on it but two people have indicated that they are interested in the municipal position. The first is Jeanne Boyle, the planner of the City of East Providence, who has a lot of experience in renewable energy and also experience in efficiency, is balanced, does her homework, participated in a number of OER-led working groups comfortable speaking and represents muni perspective quite well. The other is Bob Ericson, the planner and sustainability coordinator of the Town of North Smithfield. Don Weinberg, a board member of the Acadia Center, is also being considered, but there is concern about having two members that are closely connected to the Acadia Center.

An interested candidate for the legal position is Dan Carrigg, who is currently working toward a Ph.D. in political science at Brown University, knows RI energy policy very well and is superb analytically. Ms. Anthony reminded the Council that any of these positions can be the Chair, but part of the responsibilities of either the Chair or someone on the Council should represent the Council at General Assembly per previous conversations.

For the workforce development and small business positions, Commissioner Gold has been reaching out to various contacts, but has not yet come up with a good recommendation. Chairman Ryan suggested reaching out to George Nee and someone at the RI Builders Association.

For the municipal representative, Brigid Ryan from Emerald Cities and Kat Burnam and Priscilla de la Cruz on behalf of Larry Cretien from People's Power and Light are under consideration. Commissioner Gold is also checking in with Marsha Garcia and Joe Newsome to make sure they would like to stay on the Council.

Commissioner Gold asked the Committee to think about other potential candidates. The hope is to have the final slate of recommended candidates ready to submit to the incoming administration in the next couple of months. Chris Kearns said the administration will not even look at this until May.

Draft EERMC Bylaws

Nick Ucci of the OER reworked the bylaws, which were then edited by Jeremy Newberger and Scudder Parker. Mr. Parker said the legislation that he added to the document does not need to stay but was meant to serve as a reminder to the group. Commissioner Gold asked whether or not the Demand Collaborative should be a formal committee outlined in the bylaws. The group decided that the Collaborative should not be a Council committee. As such, section two of the bylaws will be struck. Ms. Anthony asked if the bylaws are the place to establish rules about remote participation, not including voting. Commissioner Gold will explore options on this. Ms. Anthony thanked Mr. Ucci (not present) for doing this work.

5. Consultant Team 2015 Draft Scope of Work

Mike Guerard of the VEIC/Optimal Consultant Team asked the Committee for guidance on how much depth to go into when presenting the scope of work to the full Council at next week's meeting. The base budget of \$702,000, which represents a 10% cut from the original proposal, covers the core, standard work of the Consultant Team. The Council also voted to approve a supplemental \$80,000 for special projects as needed. Mr. Guerard suggested adding the

\$80,000 to the core budget so they are in one line item as \$782,000, with the understanding that the Consultant Team will not have access to the supplement funds without approval from the Council. Ms. Anthony asked if the \$80,000 would be restricted to the VEIC/Optimal team or could it be used for other consultants or would it be a subcontract. Mr. Parker said that it could cover subcontracts, but that the Council would probably want to do a full RFP process for other consultants. Ms. Anthony concluded that the Council should think about whether it wants to set aside funds for such a purpose.

Mr. Parker asked if the scope of work could be approved by National Grid. Last year the consultants were not able to pay staff until June because the process took so long even though we have been doing it for six years. National Grid in Rhode Island has a requirement for background checks, which is an additional cost and time factor and National Grid does not seem to require it in MA. Mr. McAteer will look into this.

6. EERMC 2015 Draft Budget

Mr. Guerard pointed out that the 2014 expense summary does not include the budget the supplemental \$60,000 that was approved for supplemental projects. Ms. Anthony asked if \$10,000 would be enough for annual report production. The Consultant Team would spend a reasonable amount of time writing content for the document, but the OER would handle the compilation, design, production and distribution. Commissioner Gold said that the OER was thinking its communication intern could do the design work. Ms. Anthony recommended that the Council allocate \$15,000 for communications. For example, charts from the annual report could be formatted in a way that people could use them for other things logo would be included.

Commissioner Gold proposed allocating some funds for a nice energy display and perhaps materials to implement the co-branding recommendations that came out of the EERMC marketing study. Ms. Anthony added that it would be nice to have a one-page EERMC handout for presenting to the General Assembly and other entities explaining the benefits of extending the least cost procurement legislation. Per this discussion, the group agreed to expand the annual report line item to include "Communications, Design & Annual Report" and increase the budget allocation to \$50,000 for creating a "communications kit".

Commissioner Gold said that the OER is still considering whether it would be worthwhile to reallocate the percentage of funds that goes to the Council versus the OER. In the meantime, the OER requests an additional \$95,516 to support the continuation of the RI Public Energy Partnership, state energy benchmarking and project implementation, work on residential and income eligible energy efficiency, and work on the integration of energy efficiency and renewable energy. This still leaves the EERMC with almost \$200,000. The OER will beef this up and send it out to the full Council for the next meeting.

7. Finance Study Update

Mr. Guerard explained that there has been a modification to the scope because they were getting so much information. They suggested that instead of two day-long workshops plus a whitepaper, they could add a third workshop and scale back the lengthy white paper into a

condensed slide deck and memo with recommendations. The Council had approved up to \$60,000 for this project. With an additional \$2,000, they would be able to send their full team down to the third workshop and fully complete the modified scope.

Mr. Guerard pointed out that if an invoice for the additional work does not get to National Grid by the second week in December, it will come out of the next year's budget, meaning the Council would need to allocate more in 2015. If there are any funds left in the Prentiss account, this work could be billed to that. The group decided that, since the third workshop will not be held until January, the Council can vote on this at its January meeting. Mr. Musher will check with Dunsky on their invoicing.

Ms. Anthony suggested that we ask Dunsky if they could be available to meet with the incoming Governor to present the findings. Commissioner Gold agreed and added that the group should also think about a phase two, as there may be a need for more work.

Ms. Anthony felt that the OER and Council should review all invoices and the consultants should be informed of invoice timing requirements. Ms. Anthony also felt that the Council's expectations outlined in the memo should be communicated with Dunsky if they have not yet been. Mr. Musher and the Consultant Team will be working closely with Dunsky over the coming weeks and these will be communicated to them.

8. Other Business

There was no other business.

9. Adjournment

Chairman Ryan adjourned the meeting at 3:36 PM.

Full EERMC Meeting: Thursday, December 11th 3:30-5:30 PM; Conf. Room B

Next Exec. Comm. Meeting: Thursday, January 4th 2:00-3:00 PM; Conf. Room B