

# MEMO

## CONSULTANT TEAM

**TO:** Energy Efficiency Council  
**FROM:** EEC Consultant Team  
**CC:** Office of Energy Resources  
**DATE:** October 17, 2024  
**RE:** October 17<sup>th</sup> EEC Executive Committee Meeting Briefing Memo



### PURPOSE OF BRIEFING MEMO

The purpose of this briefing memo is to assist Councilors with digesting the many materials and decisions they may need to make at each meeting. It follows a similar format to the official meeting agenda so Councilors can follow along throughout the meeting. For each agenda item, this memo will highlight key considerations for the Council and clearly indicate what actions (if any) the Council needs to take. The Consultant Team (C-Team) has worked with the Office of Energy Resources (OER) to also incorporate the content that Councilors are used to seeing in the “Recommended Vote Language” document. This ensures the Council has a single point of reference during meetings. This memo will also note any supplemental materials that are provided, but not associated with, specific agenda items. The C-Team and OER welcome any feedback on the format and content.

## 6. COUNCIL BUSINESS

### 6A. UPDATES FROM HANDY LAW ON STAFFING

#### Key Considerations

- Handy Law will provide an update to the Executive Committee on changes to its staffing support for the Council’s legals services

#### Discussion Questions

- How will changes to Handy Law’s staffing impact its ability to deliver its core services to the Council?
- Are there any budgetary impacts from updated staffing that the Council should be aware of?

#### Council Actions

Required Vote

Potential Vote

No Vote

### 6B. REVIEW OF 2024 COUNCIL BUDGET AND SPENDING TO DATE

#### Key Considerations

- The Commission approved a 2024 Council budget of \$991,000 which is \$87,800 less than what the Council had initially proposed (\$1,078,800).
- Earlier in 2024, the Council elected to not alter any of its budget items, but rather, closely monitor throughout the year to ensure it was managing within the approved amount.

- With only a quarter of the year remaining, there is a clearer picture of what budget items could be adjusted to reconcile the Council’s budget allocations to ensure it stays within the Commission approved budget.
- The Executive Committee will review year-to-date spending and will discuss opportunities for reallocating funds for the remainder of the year to inform a potential vote at the full Council meeting.

**Discussion Questions**

- Are there categories from the Council’s proposed 2024 budget that were not used or are not planned on being used?
- Are there categories from the Council’s proposed 2024 budget that are expected to be significantly underspent or overspent in 2024?

**Council Actions**

Required Vote      Potential Vote      **No Vote**

**6C. REVIEW AND UPDATES ON COUNCIL SEAT TENURES AND 2025 APPOINTMENT NEEDS**

**Key Considerations**

- There are four Council seats which are set to expire on April 1<sup>st</sup>, 2025
  - Kurt Teichert representing Energy Regulation and Law
  - Dave Caldwell representing Energy Efficiency Education and Employment Tracking
  - Jordan Day representing Municipal Energy Users
  - Dr. Carrie Gill representing the Gas Distribution Entity
- The Council seat representing Low Income Users remains vacant

**Discussion Questions**

- Which of the Council member’s who seats are set to expire wish to be reappointed?
- What candidates should be recommended for filling the existing vacancy for the Low-Income Users seat?
- Are there existing Council Members that might better serve a different seat?
- Can backup candidates be identified and recommended in case recommended candidates fall through?
- Can the Council and/or OER support potential candidates to develop all necessary paperwork in advance of when it would be needed by the legislature?

**Council Actions**

Required Vote      Potential Vote      **No Vote**