

MEMO

CONSULTANT TEAM

TO: Energy Efficiency Council
FROM: EEC Consultant Team
CC: Office of Energy Resources
DATE: December 19, 2024
RE: December 19th EEC 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. SPECIAL TOPICS

6A. PRESENTATION FROM THE 2024 ENERGY FELLOW

Key Considerations

- The Council – through its C-Team – has supported Kaeley Skakalski as the 2024 Mike Guerard Energy Fellow
- Work in 2024 focused on supporting the Council’s education initiatives
- Supported Council’s plan development activities

Discussion Questions

- What was the most important thing the Energy Fellow learned during their time with the Council?
- What does the Energy Fellow think is the biggest barrier to participation in energy efficiency programs?
- Do you see value in the Council continuing its support for the Mike Guerard Energy Fellow?

Council Actions

Required Vote

Potential Vote

No Vote

7. PROGRAM OVERSIGHT

7A. ENERGY EFFICIENCY DOCKET 24-39-EE REGULATORY UPDATES

Key Considerations

- 2025 Plan Docket is nearly complete
- Commission conducted three days of evidentiary hearings on December 10th – 12th
- Cross-examination of the Company and the Council, primarily from the Commission and the Division
- Commission held an Open Meeting where they discussed findings from the hearings and rule on the 2025 EE Plan, including the Council’s budget on December 19th
 - Note – This meeting was held on the same date as the Council meeting and early takeaways will be shared with Councilors with a full write up coming in 2025

Discussion Questions

- How did the Council’s first attempt at requesting a ruling from the Commission go?
- Are there any key takeaways or lessons learned from the hearings?
- How can the Council take lessons learned from the Council and apply them to its work in the future?

Council Actions

Required Vote

Potential Vote

No Vote

8. COUNCIL BUSINESS

8A. PIVOTPATH PRESENTATION ON ENERGY EFFICIENCY AND CLIMATE AWARENESS CAMPAIGN

Key Considerations

- PivotPath launched the Council’s campaign in October 2024
- PivotPath has been closely monitoring the campaigns activity and will review relevant outcomes learned so far
- Recommendations for next steps with this work in 2025 will be presented to the Council

Discussion Questions

- Was the information presented sufficient to give the Council a preliminary understanding of how the campaign is doing?
- What additional information would be helpful to determine success?
- What priorities does the Council have for this work going forward into 2025?

Council Actions

Required Vote

Potential Vote

No Vote

8B. DISCUSSION AND POTENTIAL VOTE ON THE COUNCIL MEETING CALENDAR FOR 2025 AND A PREVIEW OF POSSIBLE DISCUSSION TOPICS

Key Considerations

- OER and the C-Team will lead the Council with a discussion around its meeting schedule and logistics for 2025
- Potential discussion topics will be highlighted, with opportunity for Council input
- The Council may choose (but is not required) to vote to formally set its meeting schedule for 2025

Discussion Questions

- Is the Council comfortable with the current meeting schedule and logistics?
 - Frequency
 - Date/Time of day
 - Length
 - Location
- Are there any special topics the Council would like to hear more about in 2025?

Council Actions

Required Vote

Potential Vote

No Vote

8C. REVIEW AND POTENTIAL VOTE ON CONSULTANT SERVICES CONTRACT EXTENSION

Key Considerations

- The Council's current agreement with Optimal Energy began in 2021 after a competitive solicitation.
- In 2022, the Council chose to pursue the first of two two-year contract extensions with the existing consultant services to cover calendar years 2023-2024.
- The Council may elect to execute one final contract extension with their current consultant services for an additional two years of service, or may choose to go out to bid for new consultant services for 2025 and beyond.
- This would be the final extension under the current agreement terms and if the extension is executed, the Council should plan to go out to bid for these services again in 2026.

Discussion Questions

- Has the Council’s consultant services met its expectations to support the Council in its review and oversight of the energy efficiency programs and initiatives administered by the electric and gas distribution company?
- Are the Council’s consultant services being provided cost-effectively?
- Are there adjustments to consultant services that the Council would like to see?

Council Actions

Required Vote

Potential Vote

No Vote

Recommended Vote Language

- **A motion to execute an extension of the existing EEC consultant team:** A motion to execute the second of the EEC’s two (2) twenty-four-month extensions of the existing EEC Consultant Team contract and to direct the Office of Energy Resources (OER) to work with EEC Legal Counsel to execute the contract extension documents.
- **A motion to approve going to the market for consultant services:** A motion to approve issuing a request for proposals (RFP) to solicit consultant services for the EEC and to direct the Office of Energy Resources to prepare a draft in advance of the December Council meeting for consideration.

SUPPLEMENTAL MATERIALS

MONTHLY DATA SNAPSHOT

The Company’s process for transitioning from its legacy data-reporting systems to its new one is continuing to take longer than initially expected. The C-Team will begin distributing Monthly Data Snapshots to the Councilors again as soon as possible once the Company’s data reporting system transition is complete.

COUNCIL BUDGET TRACKER

OER will provide an updated version of the Council’s budget tracker.

INITIAL DRAFT OF JANUARY COUNCIL MEETING AGENDA

An initial draft of the January Council meeting agenda is included. Councilors are welcome to share any feedback.