

# MEMO

## CONSULTANT TEAM

**TO:** Energy Efficiency Council  
**FROM:** EEC Consultant Team  
**CC:** Office of Energy Resources  
**DATE:** January 16, 2024  
**RE:** January 16<sup>th</sup> EEC Executive Committee Meeting Briefing Memo



### PURPOSE OF BRIEFING MEMO

The purpose of this briefing memo is to assist members of the Energy Efficiency Council<sup>1</sup> 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. REVIEW COUNCIL MEMBER PERFORMANCE, ATTENDANCE, AND CODES OF CONDUCT

#### Key Considerations

- OER will review attendance and participation of all Council Members with respect to the requirements in the Council’s bylaws
- The Executive Committee may choose to recommend to the Governor the removal of any members as per Section 5 of the Bylaws
- The Council’s bylaws, which were updated in 2024, are included as a meeting material for reference

#### Discussion Questions

- Are there any Council members that the Executive Committee would suggest recommending be removed from the Council?
- Does the Executive Committee have any recommended changes to how member performance and attendance is tracked?

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<sup>1</sup> All materials associated with the Energy Efficiency Council are the work of the “Energy Efficiency and Resource Management Council” and any public meetings materials posted on the RI Secretary of State website should be searched using that title.

### Council Actions

Required Vote

Potential Vote

No Vote

## **6B. 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

- What can the Council do to support vacancies being filled early enough in the legislative session such that they are appointed or reappointed prior to the April 1st, 2025 expiration?
- What names have been suggested to date?
- Is there interest in recommending any Councilors switch seats?

### Council Actions

Required Vote

Potential Vote

No Vote

## **6C. REVIEW AND DISCUSSION OF COUNCIL'S 2025 BUDGET**

### Key Considerations

- OER will review the Council's proposed 2025 budget
- The Commission approved the Council's 2025 budget, as proposed

### Discussion Questions

- Does the Executive Committee have any concerns with the Council's operating budget for 2025?
- How frequently should the Council and the Executive Committee check-in and publicly discuss actual spending compared to budget?

### Council Actions

Required Vote

Potential Vote

No Vote