**SEU Advisory Board Meeting**

**Minutes 04/09/19**

**Call to Order**

Chair Corman called a quorum of the Sustainable Energy Utility Advisory Board (SEUAB or Board) to order at 10:10 AM, April 9, 2019 at the Department of Energy & Environment (DOEE), 1200 First St., NE, Washington, DC.

**Roll Call/Introductions**

Roll call was taken and the following people were in attendance:

**Board Members:** Bicky Corman, Cary Hinton (proxy for Willie Phillips) Dr. Donna Cooper, Nina Dodge, Sean Skulley

**Board Members on the Phone:** Sandra Mattavous-Frye, Millie Knowlton, Richard Graves, Scott Williamson

**Absent Board members:** Farah Saint-Surin, Nicole Steele

**Other Attendees:** Tommy Wells (Director, DOEE);Taresa Lawrence (Deputy Director, DOEE); Lance Loncke (Sr. Program Analyst, DOEE); Hussain Karim (Assistant General Counsel, DOEE); Lynora Hall (Staff Assistant, DOEE); Bob Jose (AFO-OCFO); Ted Trabue (Managing Director, DCSEU); Marcus Walker (Director of Operations, DCSEU); Patti Boyd (Senior Technology Strategist, DCSEU); Ben Burdick (Marketing and Communications Manager, DCSEU); Sheryl Dove (Strategy Manager, DCSEU); Bernice McIntyre, (Washington Gas); Alex Lopez, (DOEE); Adrienne Mouton-Henderson, (Office of People’s Counsel); Tom Mauldin, (NMR Group); Jesse Smith, (NMR Group); Crystal McDonald (DCSEU)

***Meeting:*** <https://www.youtube.com/watch?v=tZU5t-Pctdw&t=3896s>

***Approval of Agenda***

The motion to approve the agenda was made by Ms. Nina Dodge, seconded by Dr. Donna Cooper, and unanimously approved by the Board.

***Review and Adoption of the February 12, 2019 Minutes.***

The motion to approve the March 12, 2019 minutes as amended was made by Ms. Nina Dodge, seconded by Dr. Donna Cooper, and unanimously approved by the Board.

Chair Bicky Corman said that one of the board members passed away, John Mizroch. Mr. Mizroch was an outstanding member who served on the board at the pleasure of Councilmember Mary Cheh. She noted for the record that his dedication and true commitment will be missed.

***Tom Mauldin, NMR Group – EM&V Update***

Mr. Mauldin provided a PowerPoint Presentation with objectives to share with the Board. A discussion was provided regarding the following:

* Evaluation Background
* Input Evaluation
* Process Evaluation
* Performance Metrics.

Mr. Mauldin provided a review of each topic along with Mr. Jesse Smith of NMR. In the evaluation background Mr. Mauldin talked about objectives and types of evaluation. With the input evaluation he touched on:

* Gross Savings
* Net Savings
* Cost Effectiveness Analysis
* Process Evaluation
* Market Assess.

Mr. Mauldin said gross savings verification is to verify energy and demand savings due to program measures regardless of participant motivation and tasks. Other tasks include program tracking, database review desk review, on-site visits and other analysis. He clarified the following:

* Annual Energy Savings – Assess programs towards performance benchmarks
* Key Inputs – Baseline Efficiency Usage
* Lifetime Energy Savings – Provide long-term savings
* Peak Demand Savings – Assess the SEU progress tracking goals; savings during PJM summer peak demand hours June 1-August 31 from 2-6 pm.
* Realization Rate – Measure accuracy of tracked savings, RR% = evaluated savings/tracked savings.
* Net Savings Estimation – Estimate net savings influenced by program reflecting free ridership and spillover.
* Cost Effectiveness Analysis – Cost of Energy Saved, Cost Effectiveness Testing Cost Effectiveness Testing – Societal Cost Test reflect full benefit of programs

Dr. Lance Loncke will provide a copy of the study to the Board.

***Ted Trabue – DCSEU Future Program Strategy***

Mr. Trabue said he would be discussing the DCSEU’s performance through the end of February, and Ms. Shelly Cohen would give an update on Solar for All. Then some of the programs for future implementation would be presented by Patti Boyd. Mr. Trabue said as of the end of February, DCSEU is at fifty percent of the five-year contract.

Mr. Trabue said the DCSEU is tracking Electric Energy Reduction, and they are about 95% of the way to the maximum benchmark for the year. The Natural Gas savings are about 83% of the way to the maximum benchmark for the year. DCSEU still has more work to do to achieve the leveraging benchmark. The Renewable Energy achievement is exceeding expectations and they should be able to wrap up the maximum benchmark for the five-year contract. Low income spend is something that normally ramps up significantly for the DCSEU in the fourth quarter of the fiscal year. Low income spend is directly tied to Green Jobs and represents spending with CBEs, so those numbers will jump significantly in the fourth quarter. The administrative expenses are capped with subcontractors at 20% of DCSEU’s annual budget. The 20% cap is almost $3.7 million and DCSEU is at $1.13 million dollars in administrative expenses.

Mr. Trabue concluded by stating that the DCSEU is a month shy of the mid-contract point. The DCSEU is at 48% for electric savings, 47% of natural gas and 87% of renewable savings. The work that the DCSEU is doing for Solar for All will not be counted as part of the renewable energy generating capacity benchmark here.

***Shelley Cohen – Solar for All***

Ms. Cohen gave a brief introduction of the DCSEU Solar for All team:

* Shelley Cohen – Solar Team Leader
* John Young – CREF Program Specialist
* Sheryl Dove – SF Program Specialist
* Yazan Zafar – Solar Program Associate

Program Design/Support Team

* David Hill – Senior Technical Advisor
* Damon Lane – Technical/Market Support

Solar for All updates

* CREF Projects - Letters of Intent (LOI) signed with six companies
* Enough solar for 51 CREF projects with output designated for DOEE
* $8,600,000 in incentives
* Output for low –income residents
* Total of 7MW to be built

Single Family Projects

* LOIs with four companies
* Enough solar for 130 low-income qualified homes
* $895,175 in incentives
* Total of 600 kw to be built

The timeline for completing these projects is September 30, 2019. DCSEU held a kick-off event with the CREF subcontractors and they hosted a kick-off with the single family subcontractors. The DCSEU is working with DCRA and PEPCO to facilitate these installations and ensure coordination so that we can realize this ambitious goal. On April 15-26, DCSEU will issue work orders to contractors to start work. The milestones are as follows:

1. Must have received permits
2. Must have purchased equipment
3. Must be interconnected or at substantial completion (CREF)

DCSEU will continue to update the Board on the progress of these projects.

***Patti Boyd – Future Programs***

Ms. Patti Boyd provided an update regarding DCSEU’s Pay-for-Performance program and how it is implemented. The approach includes using data analytics (AMI or monthly gas bills) to look backward at energy usage after EE measure (S) is/are installed, comparing energy use before/after.

She also explained the concept of the Lighting Cliff, when it is scheduled to occur, and how the DCSEU is preparing for it.

Ms. Boyd also discussed energy saving claims through attribution. She talked about DCSEU’s role with providing Building Operations Certification training and the impacts with saving energy, as well as DCSEU activities in support of DCRA and Energy Code Compliance.

Chair Corrman asked where we were with the codes. Dr. Lawrence answered that she checked with the program manager, and an update would be forthcoming. She will send a note to the Board following the meeting.

Chair Corman asked about the working groups. Dr. Loncke stated that Chair Corman needed to see which Board members would be interested. The first one is the discussion with DCSEU and the Advisory Board. We need to be on the same page with Washington Gas and PEPCO to have a unified set of recommendations. The working group convened by the PSC will come up with the metrics. Dr. Loncke would like to schedule the first meeting the following week. Dr. Loncke will work with the Board members, the PSC and DCSEU by getting together to set a meeting up. It was asked how Washington Gas and Pepco intend to participate in the discussion considering they are Advisory Board members representing the utility companies (i.e. would they be recusing themselves from the conversation). Dr. Cooper stated that was a good question and that she would need to think about it and she and Mr. Skulley said a discussion with their counsel is needed.

Ms. Adrienne Mouton-Henderson said during the Formal Case 1148 meetings, they asked Washington Gas and Pepco to excuse themselves from the meeting because when they discussed benchmarks and metrics, it would be unfair if they were going to bid on projects that used those metrics.

The next Board meeting is scheduled for May 14, 2019. Dr. Loncke said a Doodle Poll will be sent out to the Board members regarding the working group meeting.

**Other Matters**

* None

**Actions taken by the Board**

* Approval of April9, 2019 meeting agenda
* Approval of March 12, 2019 meeting minutes

**Actions for the next Agenda**

* Follow up regarding energy codes and working groups

**Adjournment**

* Chair Corman adjourned the meeting at 12:06 PM.

*Minutes prepared by: Lynora Hall*