



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

## **EXECUTIVE COMMITTEE MEETING MINUTES**

**Thursday, July 10, 2014**

**2:00 – 3:00 PM**

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

- Members Present:** Abigail Anthony, Joe Cirillo, Michael McAteer, Paul Ryan, Nick Ucci (for Marion Gold)
- Members Absent:** Marion Gold, Chris Powell
- Consultants Present:** Mike Guerard, Scudder Parker
- OER Staff Present:** Sue AnderBois, Danny Musher
- Others Present:** No others present

### **1. Call to Order**

Chairman Paul Ryan called the meeting to order at 2:05 PM.

### **2. Review of the EERMC July Meeting Agenda**

The Executive Committee approved the draft July EERMC Meeting Agenda. During the time allotted for discussion of National Grid's Three Year Plan, the consultant team will provide a summary and some distilled thoughts and recommendations for the EERMC to consider.

### **3. Discussion of Proposed ad hoc Committees**

The Executive Committee reviewed the document provided outlining a proposed structure for ad hoc committees. Danny Musher explained that the System Integration Subcommittee emerged from several on-going discussions. At the beginning of the Three Year Planning process, the EERMC Consultant Team provided a memo to National Grid that recommended establishing a System Integration Subcommittee. The subcommittee currently includes Abigail Anthony, Danny Musher, Michael McAteer, Jeremy Newberger, and Scudder Parker. They have drafted a framing document that will be shared at the next EERMC.

Mr. McAteer questioned whether we need so many subcommittees. As a state with a small footprint, individuals will likely overlap on committees. He asked whether we are potentially creating more

structure than we need. Ms. Anthony countered that the new structure is a forum for EERMC members to be further engaged. The greatest benefit of the subcommittees are for members who are not involved in program design but for whom design is important to their constituents. There is currently no structured way for members to provide feedback of this sort. Mr. Ucci added that the meetings would only be held once a quarter and would allow members to take a 'deep dive' into particular issues. Full EERMC meeting agendas are often quite full and don't allow for this type of involvement. Mr. Guerard also added that this new structure is more of a consolidation than an expansion of committees. Earlier in the year Rachel Sholly provided the Council with a list of current subcommittees. This new structure makes the process much more efficient.

#### **4. Marketing Update**

Sue AnderBois gave a quick update. The energy efficiency marketing study sponsored by the EERMC has been underway the last several weeks. The Office of Energy Resources wanted to formally acknowledge and thank National Grid for their close collaboration and for providing the funds needed for three additional focus groups. The Consultants conducted 5 focus groups – three for residential customers (12 customers per group) and two for business groups (12 participants per group). Representatives from National Grid and OER were present during the focus groups. With the guidance of the focus groups, the consultant then surveyed home and business owners throughout Rhode Island. VEIC will give a short presentation of their results at the July EERMC meeting. This will be followed up by a full-length presentation on Friday, July 18<sup>th</sup>: 9:30 – 11:30am at Commerce RI.

#### **5. Budget Update**

Council members reviewed the financial documents provided. The Executive Committee brainstormed ways to improve the financial management process. Ms. Anthony pointed out that while we've never had a problem before, it would be helpful to have a tighter system for financial management. OER and National Grid will work together to develop a better system.

#### **6. Discussion of EERMC Legal Counsel**

Mr. Ucci led a discussion around the EERMC's working relationship with its legal counsel Dan Prentiss. Ms. Anthony mentioned that the EERMC has not always used a retainer for the counsel's time. When the retainer is spent down, the Council can consider moving to a different payment model if it decides that would be beneficial. Mr. Ryan praised EERMC's current counsel, Dan Prentiss. The EERMC hired Mr. Prentiss in July 2007 when the Council formed. Mr. Ryan believes that the current counsel under-charges for the amount of work that is performed: his rate has been consistent for seven years and is below the industry average.

Mr. Guerard mentioned that the consultant team works closely with the counsel but has never seen a written contract and does not have a reference for the scope of work that counsel is expected to provide. Ms. Anthony added that she has the sense that the consulting team has been frustrated with current counsel because they have not been receiving the responses needed in a timely manner. She added that prior to this year, she worked closely with counsel so that he would understand upcoming obligations and timelines. She suggests the EERMC needs to more closely manage the relationship with counsel.

Ms. Anthony and Mr. Guerard will schedule a meeting with current counsel and a representative from the OER to talk about how to better manage the relationship. OER will also review the current contract

language to determine if and when the Council needs to issue an updated RPF for counsel representation.

#### **7. Review of Consultant Team RFP**

Council members were provided with a current draft of the consultant team RFP. The Executive Committee's role is to provide recommendations on it to the full council. National Grid, while not a voting member, will help review applicants.

#### **8. Public Comment**

No public comment.

#### **9. Adjournment**

The meeting was adjourned at 2:52pm.

**Next Meeting:** Thursday, August 6<sup>th</sup> 3:00-4:00 PM