

# DECEMBER 10, 2008 USB MEETING SUMMARY

*Attendees:* Chris Aiken, Dan Villalobos, Doris Abravanel Teresa Lackey, Darroll Clark, Rob Roy, Bob Kajfasz, Karen Meadows, Mark Ralston, Mira Vowles

*Absent USB Members:* Wes Thomas, Gary Nystedt

*Attendees for Specific Topics:* Becky Clark, Carol Lindstrom, Ray Hartwell, Abigail Howard, Tim Scanlon

## **Summit in March - Becky Clark**

### **Summary of Action Items and Decisions:**

- Email revised agenda and breakout sessions to USB.
- The team of BPA staff, Wes & Darroll will meet Dec 15;
- Schedule a follow-up phone call for all USB members who can attend, on Dec 17 or 18.
- Continue Summit discussion at 1/14/09 and 2/11/09 USB meetings
- Request the Brown Bag recordings are kept for replay for 12 months by AT&T.
- Vendor fame time remain under one minute, and hold to 22 vendors max in 2 different sessions
- OK for vendors to attend summit. The topics and roundtables are utility-focused, and few vendors are on panels, but they are part of a successful future
- USB members agreed to facilitate various panels
- NEET can be decided later -- perhaps they would have already reported findings.
- 6th Power Plan with Eckman should be a plenary presentation
- One session for breakout to small-med-large is sufficient
- Make one breakout focused on 4 program tracks
- Have USB planning meeting weekly or bi-weekly for next few weeks during key planning time

## **BPA EE website revisions: Meeting Utility needs - Becky Clark and Carol Lindstrom**

### **Summary of Action Items and Decisions:**

- *What would you use if it were on the BPA website?* Sharing what other utilities are doing, Brown Bag follow-up, how to run programs, product/technology reviews, tools (like calculators)
- *What are the biggest barriers you've encountered in using the BPA website?* Finding information
- *What are some websites you've found useful in the past?* [www.cooperative.com](http://www.cooperative.com), <https://touchstoneenergy.cooperative.com>, [www.energyideas.org](http://www.energyideas.org), [www.esource.com](http://www.esource.com)
- *How would you recommend we get more information from utilities to develop our website strategy?* Focus groups, polls and surveys

## **Increased WTP for Commercial and Industrial Lighting - Ray Hartwell**

### **Summary of Action Items and Decisions:**

- Increased credit/reimbursement levels are desirable and will help increase deliveries under the program. They should be rolled out as soon as possible.
- The simplifications to the calculator are a positive development for the program.
- BPA should carefully craft the eligibility rules for the new credit/reimbursement levels - rules can and should be crafted such that utilities will be able to use the higher levels as soon as possible to promote projects. Restrictive rules could cause utilities to delay projects until after April 1 (when we anticipate the new calculator will be uploadable into the PTR).
- Utilities would prefer as much advance notice as possible about the changes, including access to the new calculator as soon as it is tested.

- With advance notice of the changes, it is not necessary to retain the old incentive levels as an option alongside the higher offer. Rather, we can sunset the old calculator and transition all projects to the new tool (and higher credit/reimbursement levels) on April 1.

Action item: BPA will plan its rollout of the higher credit/reimbursement levels in light of the USB feedback, and will return to the USB in January with an update.

### **Small Utility Task Force - Ray Hartwell**

#### **Summary of Action Items and Decisions:**

- Action Items: BPA will work with the EE summit planning committee to plan a session designed to help small utilities spend their rate credit.

### **Residential Measure Simplification Proposal - Sarah F. Moore**

#### **Summary of Action Items and Decisions:**

Overall USB members thought there was some value to simplifying the number of measures in the PTR, but didn't feel like it was a huge priority. EWEB voiced some concern over losing detail. Others wondered if taking away the detail might have a negative impact on data collection efforts and didn't want to report data twice for I937 or internal queries.

- Rob Roy to review the detail at which EWEB is using the PTR's individual measures.
- Rob Roy to investigate if EWEB can share their tracking database with other utilities (eliminates some of the burden of reporting in the PTR to individual measures).
- Sarah F. Moore to come back to the USB with proposal of measures to be "simplified", measures in which impact to savings is small enough to be considered not very significant or other justification.
- Sarah F. Moore to investigate if utilities can select "favorites", thereby limiting the number of measures that they see to just those they want to view.

### **Prime Window Replacement Willingness to Pay (WTP) - Sarah F. Moore**

#### **Summary of Action Items and Decisions:**

RTF members were positive that BPA was considering a higher WTP Prime Window Replacement. One member like \$8, but overall all other members of the USB preferred a WTP level of \$4-6, citing concerns about contractors inflating the price or BPA lowering the credit/reimbursement at a later time.

- Sarah F. Moore to complete the WTP decision template and report back to the USB on BPA decision for a new credit/reimbursement for Prime Window replacement.

### **Implementation Manual - Abigail Howard**

#### **Summary of Action Items and Decisions:**

- Discussed possible ways to improve the Implementation Manual publication process. The following items came out of the meeting. These will be shared with Energy Efficiency staff and will be implemented if feasible.
- USB Members will print the Manual themselves from the Energy Efficiency website; Energy Efficiency will not have copies professionally printed and delivered to Utilities.
- USB Members would like to see a preliminary version of the Manual as early as possible, ideally, with a minimum three-week comment period. Comments may be discussed at a USB meeting prior to final publication.
- When BPA update the Manual, USB Members would like to see changes to the Manual itself, using track changes, replacing the out-dated PDF pages. USB Members would also like the individual pages that have been changed posted separately and included as a link in an email notice that BPA will send whenever BPA makes a change to the Manual.

- USB Members suggested BPA store all previous Manuals in an archives section on the Energy Efficiency website.

## **Improving USB Effectiveness – Mira Vowles**

### **Summary of Action Items and Decisions:**

- Changing the USB structure (requiring voting, separate Sector USB's, making the USB more than a sounding board, having a template for hand-outs or changing the meeting schedule) were not seen as being useful for making the USB more effective.
- Brown Bags may be a better way to get feedback from interested parties on specific issues, than having "ad-hoc" sounding boards.
- Having questions in the agenda helps the USB focus on what feedback is wanted on; it requested that presenter's note when a decision is expected to be made and feedback would no longer helpful (helps when feedback from other Utility staff will be requested); keeping issues open for ongoing discussion could be helpful.
- It was suggested using hyperlinks for hand-outs in the agenda in-lieu of attachments; this would require a "USB Member ONLY" web-site to prevent hand-outs being taken out of context by non USB Members.
- Meeting Summaries are helpful if they are available shortly after meetings and include what was decided on agenda items. It was suggested that presenters summarize their "action items" and any decisions made based on the USB feed-back, including bringing something back to the USB for discussion.
- Having an initiative's expected cost could help inform discussions and feedback could be on the business case.
- We need to capture and share USB successes better and possibly share them at the Summit.
- Receiving Agendas and materials less than a week ahead makes it difficult to get feedback from other Utility staff; more time would be helpful.
- Having a mix of experience and perspectives was determined to be beneficial.
- Getting representation of all Utilities in USB discussions may be unrealistic.
- New USB Members said the transition process really helped. The transition process consists of having leaving members call new members and listening to a meeting before their term starts.
- It was decided to change term length to two-years for new members.
- Bringing issues back to the USB for a Lessons Learned debriefing would be helpful.
- USB Members need to be more proactive suggesting agenda topics and helping capture and share USB successes; it was suggested USB Members be asked for future agenda topics at the end of meetings.

## **USB Business – Mira Vowles**

### **Summary of Action Items and Decisions:**

- Interested new USB members will be solicited for the terms starting 4/1/09 in order to allow effective transitions.
- All USB members present indicated availability of the 1/9/09 USB call.
- USB Members suggested the following agenda topics: the Summit, Energy STAR Homes NW not meeting targets, the 6<sup>th</sup> Power Plan, simplifying the C&I LO spreadsheet and follow-up on the Residential Measure Simplification Proposal.