

AGENDA

USB FACE TO FACE MEETING

February 10, 2010

8:30 a.m. to 12:00 p.m.

Room 770, bridge: (503) 230-3344, pc 7525

Facilitator: Lloyd Meyer

EER: Margaret Lewis

Attendees: Andrew Miller, Mark Ralston, Rasa Keanini, Greg Piercy, Ray Hartwell, Josh Warner

USB Members: Cheryl Talley, Chris Aiken, Eugene Rosolie, Gary Nystedt, Mattias Jarvegren, Rob Roy, Rob Currier, Steve Brown, Tom Schumacher

TIME	TOPICS	PURPOSE	SPEAKER
8:30-8:40	Welcome		Lloyd Meyer
8:40-9:40	USB Charter Revision <i>See attached handout</i>	Discussion/Feedback	Lloyd Meyer
9:40-10:00	Utility Summit Update <i>See attached handout</i>	Discussion	Andrew Miller
10:00-10:20	Recovery Project Alerts	Discussion	Mark Ralston
10:20-10:30	PTR Training	Discussion	Rasa Keanini Greg Piercy
10:30-11:00	New Commercial Measures – Enlisting Utility Research Support	Discussion/Information	Ray Hartwell
11:00-11:30	Consistency of Incentives between Programs	Discussion	Ray Hartwell
11:30-12:00	POST 2011 Update	Discussion	Josh Warner

Bonneville Power Administration Utility Sounding Board Charter

(Revised 2/3/09) [\(To be revised in April 2010\)](#)

Background

The Council's Power Plan has identified a higher level of cost-effective conservation potential, particularly in the commercial and industrial sectors. As a result, the aMW conservation targets for the region (and BPA) have increased. To be successful in achieving the new, higher targets, BPA believes it is important to leverage existing resources and trade allies, to minimize duplication of effort, and to work collaboratively with our utility customers in the development of tools and resources that will help achieve the new targets. To provide a mechanism for utility input, BPA has established a Utility Sounding Board (USB).

Deleted: This need is reflected in the regional infrastructure component of BPA's Post 2006 Conservation Program Structure. BPA budgeted \$1 million/year for FY 2007 – 2009 for this component

[The draft Sixth Power Plan envisions that almost 60 percent of the new demand for electricity over the next five years could be met with energy efficiency, nearly doubling targets from the previous plan. The strategic objective of the Utility Sounding Board over the 2 years will be to focus on how best to reach the ambitious Sixth Power Plan Targets.](#)

Purpose

The USB was formed to create a consultative body to BPA on the implementation of BPA's Post 2006 conservation programs. The USB, with a particular focus on what it takes in the market to achieve aMW targets, will provide recommendations on tools, materials, third party programs, regional infrastructure needs and peer sharing approaches to enhance the effectiveness and reduce the overall cost of BPA and its customer utility conservation programs. The USB may address such issues as: 1) where to best focus BPA, 3rd party and utility conservation efforts; 2) what program implementation, marketing tools and resources should be developed that multiple utilities can use; 3) how particularly effective existing programs and lessons learned can be leveraged; 4) how to best implement RTF technical recommendations on conservation measures; and 5) review and comment on BPA developed program implementation and marketing materials (tool kits). The USB will also provide recommendations on implementation for the renewables portion of the rate credit.

The Utility Sounding Board is not meant to replace existing regional Utility Roundtables.

[We want to amend the "purpose" statement to reflect the realities of the 6th Power Plan](#)

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Objectives

1. Increase the number of BPA customer utilities that offer conservation programs targeted towards cost-effective measures in all sectors.
2. Reduce utility start-up costs for new conservation program initiatives.
3. Establish a mechanism for peer sharing of conservation program approaches, implementation and marketing materials.
4. Provide a mechanism for utilities and BPA to jointly develop recommendations for the best approach to achieve savings from cost-effective measures identified in the Council's Plan (e.g. where 3rd party programs are needed, how to leverage vendors, etc.).

5. I think we want to add a statement regarding the USB's role in helping to organize and implement the annual Utility Summit)

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1. Insure the program initiatives, implementation and marketing materials BPA develops are needed and used by utility customers.
2. Support BPA's effort to provide outreach to all utilities regarding USB issues.

Utility Sounding Board Composition and Members

Current Membership

The USB is composed of nine customer representatives, one rotating BPA Energy Efficiency Representative, and one BPA USB lead representative.

[Should We Increase the Membership Number?](#)

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[Should Members Be Apportioned by Geography?](#)

Initial membership consisted of the same utilities that served as the Post-2006 Phase 2 subcommittee for a term of up to eighteen months.

- Utility participation is voluntary.
- The USB is composed of a mix of utilities to provide east and west side utility representation and a range of sizes (medium to large utilities).

Future membership:

- Twice a year, BPA will send out a request for new USB members.
- To avoid starting with a completely new USB each year, three members will rotate out each six months. New members will agree to a term of eighteen months.
- The USB will set up a rotation schedule identifying each member's rotation cycle.

Deleted: The first rotation will occur in October, 2006

Selection of new USB members

- BPA will maintain a list of interested utility staff. BPA will also send out a request for new USB members at each rotation.
- Criteria for selection will include:
 - Geographical location of utility (to maintain an east/west side balance). [Therefore, we should have an even number of members \(if we divide between the two sides of the Cascade Mountains \(there may be a better way to divide up the region\) \[Perhaps it's important to have at least one member from one of the 3 large Puget Sound Area Utilities {Snohomish Public Utility District; Seattle City Light; or Tacoma Public Utilities}.](#)
 - Utility size (to maintain a mix of medium and larger utilities).
 - Utility conservation program design and implementation experience.
 - Length of time on the waiting list.

BPA will work with the USB to select three individuals meeting the above criteria at each rotation.

In the event that a USB member needs to end his/her term prior to the normal 18 months, BPA will work with the USB to select an individual meeting the above criteria from the waiting list. The selected individual will complete their predecessor's rotation cycle.

Meetings

The USB will meet on the second Wednesday, every other month in Portland. On the alternate months, the USB will hold a two-hour conference call as needed from 8:30 am – 10:30 am also on the second Wednesday of the month. Meetings will likely shift to quarterly rather than bi-monthly after the first year This “norm” has never been implemented: Perhaps this may be a good idea.

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Communication to the Region

USB meeting agendas and summaries will be posted on the BPA website. Other avenues for learning about USB issues and recommendations include BPA Energy Efficiency Representatives and the BPA Energy Efficiency Newsletter.

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Group Norms

1. **Respect:** Be courteous and seek to understand team members' ideas and perspectives without judging motives, character, or integrity. Give everyone the opportunity to speak.
2. **Meetings:** Be respectful of people's time, including: attend each meeting, start and end meetings on time; clarify purpose and desired outcome up front; stick to agenda – stay focused and concise; take responsibility for preparing and sharing documents in advance; read materials prior to the meeting in which they will be discussed; and take responsibility for catching up, if you're late or absent.
3. **Perspective:** In addition to your own utility perspective, USB members should also speak to a broader utility/regional perspective.
4. **Conflict Resolution:** Communicate concerns and support mutual problem solving by dealing directly with others in an open and honest manner.
5. **Input:** When practical, USB will seek alignment on input/recommendations in addition to providing individual member input when needed.
6. **Follow Through:** Members and BPA do what they say they will do; action items are completed and results reported in subsequent meetings, as appropriate.
7. **Have Fun:** Look for opportunities to have make things enjoyable; display a sense of humor; lighten up!

BPA Role

BPA will prepare the agenda (with input from the USB), necessary background materials and will facilitate the meetings. BPA will provide an agenda for each meeting at least a week in advance and will summarize action items and key recommendations from each meeting.

Changes to this Charter

Proposed changes to this charter will be vetted through the USB and BPA. BPA will seek to gain consensus on changes to this charter. The original Charter and any future changes to the Charter will be posted on the BPA website.

USB Sunset

The Utility Sounding Board will sunset September 2011 unless the Charter is renewed. (This may be an issue to take up closer to this time) {But, the timing might be good, given that this is when we enter into the "new era"}.

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Targeting Success

March 17-18, 2010

DoubleTree Hotel – Portland, Oregon

Utility Energy Efficiency Summit

Tentative Agenda

The draft Sixth Power Plan envisions that almost 60 percent of the new demand for electricity over the next five years could be met with energy efficiency, nearly doubling targets from the previous plan. Join other public power conservation managers to participate in discussions, hear speakers, and network with other utility professionals to find out how regional energy efficiency stakeholders are ramping up to meet the challenges offered by the new plan.

Day 1	WEDNESDAY, MARCH 17
7:45-8:45 AM (Lobby)	Conference Registration
7:45-8:45 AM (Multnomah/ Holladay Room)	Continental Breakfast
8:45-9:45 AM (Multnomah/ Holladay Room)	Opening Session Summit Overview: Wes Thomas, McMinnville Water and Light, Summit Chair Welcome and Post 2011 Remarks: Steve Wright, BPA Administrator
9:45-10:30 AM (Multnomah/ Holladay Room)	BPA, Public Power and the Sixth Power Plan Karen Meadows , Director of Energy Services, BPA Energy Efficiency Tom Eckman , Conservation Resources Manager, Northwest Power and Conservation Council
10:30-10:45 AM	Break
10:45-11:45 AM	Concurrent Panels, Session 1
1A (Hawthorne/ Sellwood Room)	Sixth Power Plan Measures Moderator: Kim Thompson, Program Marketing Manager, BPA Energy Efficiency Measure assessment and the Regional Technical Forum approval process. Transition of measures to the Planning, Tracking and Reporting System. How to implement measures. Presenters: <i>To be announced</i>
1B (Ross Island/ Morrison Room)	Achieving Industrial Targets Moderator: Melissa Podeszwa, Energy Efficiency Representative, BPA Energy Efficiency Update on the Energy Smart Industrial program, how smaller projects and underserved sectors can add up to big savings. Presenters: <i>To be announced</i>



This Energy Smart Awareness event is
sponsored by Bonneville Power Administration

Day 1	WEDNESDAY, MARCH 17 (continued)
1C (Weidler/Halsey Room)	Direct Install Models: Optimizing Time in a House Moderator: Boyd Wilson, Energy Efficiency Representative, BPA Energy Efficiency Reduce implementation costs while pursuing a wide array of residential energy savings. <u>Presenters:</u> <i>To be announced</i>
11:45 AM-1 PM	Luncheon
11:45 AM-1 PM (Multnomah/Holladay Room)	Luncheon
1-2 PM	Concurrent Panels, Session 2
2A (Hawthorne/Sellwood Room)	Conservation Potential Assessments: Technical and Achievable Energy Efficiency Potential Moderator: <i>To be announced</i> <u>Presenters:</u> <i>To be announced</i>
2B (Ross Island/Morrison Room)	Emerging Technologies Moderator: Carol Lindstrom, Marketing, BPA Energy Efficiency Regional update. Utility projects on the ground and in the pipeline. <u>Presenters:</u> <i>To be announced</i>
2C (Weidler/Halsey Room)	Energy Codes and Standards: Adoption, Impact and Benefits Moderator: Lloyd Meyer, Energy Efficiency Representative, BPA Energy Efficiency Regional alliance, adoption, enforcement and savings. Impacts on I-937 utilities. <u>Presenters:</u> <i>To be announced</i>
2-2:30 PM	Break
2:30-3:30 PM	Roundtable, Session 3
(Hawthorne/Sellwood Room)	Utility to Utility Sharing Moderator: Margaret Lewis, Energy Efficiency Representative, BPA Energy Efficiency Key utility program snapshots. Highlights of successful utility programs with a focus on bridging rate periods and high conservation targets. <ul style="list-style-type: none"> - Residential - Commercial - Low income - Agriculture
3:30-4:30 PM (Hawthorne/Sellwood Room)	Post 2011 Remarks, Q&A Mike Weedall , Vice President, BPA Energy Efficiency
4:30-6 PM (Multnomah/Holladay Room)	Vendor Reception
Dinner on Your Own	

Day 2	THURSDAY, MARCH 18
7-8 AM	Registration/Breakfast
7-8 AM (Multnomah/ Holladay Room)	Breakfast Discussion tables include: Residential, Commercial, Agriculture, Industrial and more.
8-9:30 AM (Multnomah/ Holladay Room)	Keynote As the market for electric transportation develops and matures, electric utilities will work closely with state and local officials, public and private entities, automakers and other stakeholders to make sure the charging and storing infrastructure is ready. Mark Duvall , Director, Electric Transportation at the Electric Power Research Institute (EPRI) Ron Johnston Rodriguez , Economic Development Director at Port of Chelan County
9:30-9:45 AM	Break
9:45-10:45 AM	Concurrent Panels, Session 4
4A (Hawthorne/ Sellwood Room)	Commercial Energy Efficiency Programs Moderator: Mark Ralston, Energy Efficiency Representative, BPA Energy Efficiency Updated lighting measures and programs. <u>Presenters:</u> <i>To be announced</i>
4B (Ross Island/ Morrison Room)	Demand Response and Advanced Metering Infrastructure (AMI): Implementation in the Region Moderator: Margaret Lewis, Energy Efficiency Representative, BPA Energy Efficiency Regional update, utility experiences and opportunities for engagement. <u>Presenters:</u> <i>To be announced</i>
4C (Weidler/Halsey Room)	Working with Residential Contractors: Implementing Energy and Cost-Savings Programs Moderator: Lloyd Meyer, Energy Efficiency Representative, BPA Energy Efficiency What works? Establishing and maintaining a network of contractors. <u>Presenters:</u> <i>To be announced</i>
10:45-11 AM	Break
11-11:45 AM (Multnomah/ Holladay Room)	Keynote Speaker to be announced
11:45 AM-1 PM	Luncheon
1-2 PM	Concurrent Panels, Session 5
5A (Hawthorne/ Sellwood Room)	Engaging Energy Efficiency Associations to Capture Energy Savings Moderator: To Be Announced <u>Presenters:</u> <i>To be announced</i>

Day 2	THURSDAY, MARCH 18 (continued)
<p>5B (Ross Island/ Morrison Room)</p>	<p>Social Media and Utility Online Community Moderator: Carol Lindstrom, Marketing, BPA Energy Efficiency News ways to share information and ideas. A utility community. <u>Presenters:</u> <i>To be announced</i></p>
<p>5C (Broadway Room)</p>	<p>Agriculture and Energy Efficiency Moderator: Boyd Wilson, Energy Efficiency Representative, BPA Energy Efficiency Resource conservation and development districts, utilities and agricultural energy efficiency. <u>Presenters:</u> <i>To be announced</i></p>
<p>2-2:15 PM</p>	<p>Break</p>
<p>2:15 PM (Multnomah/ Holladay Room)</p>	<p>Concluding Remarks Wes Thomas, McMinnville Water and Light, Summit Chair</p>
<p>2:30 PM</p>	<p>2010 Utility Energy Efficiency Summit Ends</p>
<p>3-4:30 PM (Ross Island/ Morrison Room)</p>	<p>Bonus Session: New C&I Lighting Calculator Training</p>