

E² WORKING GROUP CHARTER

- Working Group Members:** DPS Staff, Chair
Central Hudson Gas & Electric Corporation
Consolidated Edison Company of New York, Inc.
Corning Natural Gas Corporation
National Fuel Gas Distribution Corporation
National Grid
New York State Electric & Gas Corporation
Rochester Gas and Electric Corporation
New York State Energy Research & Development Authority
Orange & Rockland Utilities, Inc.
St. Lawrence Gas, Inc.
- Ex-Officio Participants:** Long Island Power Authority/Public Service Enterprise Group Long Island (LIPA/PSEG-LI)
New York Independent System Operator (NYISO)
New York Power Authority (NYPA)
- Objective:** Inform DPS Staff with regard to oversight of the ratepayer-funded energy efficiency programs and the development of technical tools and resources that may inform future program cycles.
- Meetings/Transparency:** Meetings of the E² Working Group Members will occur regularly and will be open to Ex-officio Participants and Parties in Cases 07-M-0548 or 15-M-0252.
- Ex-officio Participants and Parties will be able to observe the meetings and Staff will allot a portion of the agenda for input from observers attending the meeting.
- While attendance of Members and Ex-Officio Participants at E² Working Group Meetings is not limited, Members and Ex-Officio Participants will be required to name a single individual as the primary point of contact for their respective organizations. The primary point of contact will receive all meeting notices/materials and is responsible for distributing information within their organization, as needed.
- A meeting schedule, agendas and minutes of the E² Working Group meetings will be posted to a designated portion of the EEPS webpage.

Subcommittees:

The E² Working Group will utilize the concept of “Form & Fold” Subcommittees. Subcommittees will be formed by the E² Working Group to address a specific defined topic/issue with a stated deliverable and timeline. The Subcommittee will disband, or fold, upon completion of the deliverable. Deliverables may include compiling research, making recommendations, developing proposals for consideration, identifying and documenting various viewpoints on contentious topics, etc. At the time the E² Working Group forms a Subcommittee, a Member will be designated to Chair the Subcommittee. The Chair is responsible for scheduling the meetings, keeping the Subcommittee on task, ensuring Subcommittee members are all provided an opportunity for input, facilitating discussions, coordinating with Staff regarding the posting of information to the webpage, and delivering the final work product.

Subcommittees will be expected to provide a level of transparency on their work. This will include documenting/announcing the objective of the Subcommittee, meeting times, and work products. Staff realizes the added administrative burden of producing meeting minutes and the reality that some interim work products would be premature to share broadly. Subcommittees will be expected to exercise judgment in this area however, at a minimum, an announcement that a Subcommittee has been formed, the Chair’s name and contact information, objective and final work product(s) will be posted to a designated portion of the EEPS webpage.

Subcommittees are expected to avail themselves of topical experts and the Working Group will encourage experts and others demonstrating an interest in a given subcommittee to participate.

Subcommittees are expected to convene Technical Conferences on topics that generate significant interest and/or differing opinions. The use of Technical Conferences will aide in broader participation especially among Parties that can not commit the resources to fully participate in a Subcommittee.

All members of the Subcommittee(s) will be invited to participate in the presentation of the final work product to the E²Working Group.

Polling:

Staff maintains decision-making authority for implementation, oversight and other tasks as assigned and directed by Commission Order. Staff will strive for consensus; however, dissenting opinions will also be documented. The polling therefore serves as an information tool, rather than dictating any particular outcome.

Use of Paid Consultants:

Staff anticipates the use of paid consultants to support and/or inform the work of the E² Working Group and Subcommittee(s). The December 2013 Order allows for Staff to work with NYSERDA to access up to \$5 million to fund the development of the Action Plan and associated activities. Staff will work with the E² Working Group in the development of the scope(s) of services to be provided by paid consultants.

Context:

The E² Working Group will operate in the context of broader Commission proceedings, including current and future energy efficiency, clean energy, and regulatory reform proceedings. While subcommittees of the E² Working Group may be formed to investigate aspects of these broader proceedings, the majority of the E² Working Group's activities focus on improving New York's current energy efficiency programs, tools and resources, in preparation and support of future program cycles.