

**Efficiency Maine Trust
Board Meeting Minutes
January 20, 2021**

BECAUSE OF LIMITATIONS ON TRAVEL AND GATHERINGS DUE TO THE CORONAVIRUS, THIS MEETING WAS NOT CONDUCTED AT A PHYSICAL LOCATION AND DID NOT INVOLVE ANYONE MEETING IN PERSON. INSTEAD, THE MEETING WAS CONDUCTED BY PHONE AND VIDEO CONFERENCING.

Trustees:

- James Boyle
- Dan Brennan
- Dan Burgess
- Al Hodsdon, Chair
- Suzanne MacDonald, Vice Chair
- Glenn Poole, Treasurer
- David Stapp
- Joan Welsh

Efficiency Maine Trust (EMT) Staff:

- Ian Burnes
- Emily Cushman
- Peter Eglinton
- Monte Haynes
- Anastasia Hediger
- Greg Leclair
- Kate Rankin
- Tim Reed
- Molly Siegel
- Michael Stoddard
- Satchel Toole

Other Attendees:

- Nicholas Beaman, Guidehouse
- Maurice Kaiser, Honeywell
- Michelle Marean, DNV GL
- Dylan Voorhees, VEIC
- Stephen Ward, Maine Climate Table
- Christie Whitcomb, Hometown Heat Pumps
- Jenna Winer, D+R International

1. Welcome and Introductions

Mr. Hodsdon called the meeting to order at 9:35 a.m.

2. Approve Agenda and Minutes

ACTION: Upon a motion duly made (Ms. Welsh) and seconded (Mr. Stapp), the Board voted unanimously to approve the agenda and the December 9, 2020 Board Meeting Minutes.

3. Public Comment on Agenda Items

None.

4. **Executive Director's Report**

Mr. Stoddard summarized the Executive Director's Report. Following are items highlighted during his presentation:

- There is a growing emphasis on the role of education and training in Maine's energy efficiency industry. EMT is exploring the best ways to offer virtual education and training opportunities while in-person options are not viable.
- In accordance with the new Non-Wires Alternative (NWA) law, Central Maine Power (CMP) recently made its annual distribution plan filing. For the first time, parties have insight into the scope of, and reasoning behind, the utility's short-term intentions. EMT will use this information to identify, analyze, and promote targeted NWAs where appropriate.
- The Maine Uniform Building Code and Uniform Energy Code (MUBEC) technical board is formally adopting new building and building energy codes. This process will be finalized in the coming weeks and may impact certain EMT measures.
- The Commercial and Industrial (C&I) Prescriptive (CIP) Program launched another limited-time Funding Opportunity Notice (FON) on December 29, 2020, targeting heat pump and LED lighting retrofits projects in small municipalities.
- The Home Energy Savings Program (HESP) continues to process record numbers of heat pump rebates. Weatherization activity, however, remains lower than previous years. This is likely due to COVID-19 precautions and a shortage of certain materials throughout the industry. Mr. Poole inquired about the status of inspections. Mr. Eglinton explained that EMT has a dedicated Residential Registered Vendor support team to follow up on inspection issues. EMT is currently conducting remote inspections using a smartphone-based augmented reality program. Mr. Hodsdon shared a reminder from the Maine Fuels Board that heat pump installations must maintain the required safe distances from propane tanks. Mr. Stoddard said he would check with the program manager and report back.
- Retail Initiatives reduced the instant discount on heat pump water heaters from \$750 to \$500, while the mail-in rebate remains at \$750. Activity in the coming months will provide insight into the value of immediate money in terms of overcoming the first-cost barrier.
- Distributor Initiatives is working to share more sales data between distributor branches as a way to foster friendly competition and target training efforts.
- Low-Income Initiatives has helped rebate and install 232 heat pump water heaters so far this fiscal year, with 140 more in the pipeline. There are also over 100 weatherization projects scheduled.
- EMT has kept the offices closed to visitors due to COVID-19. Staff is working remotely and only visiting the office if to access certain materials or equipment as needed.

5. **Planned Business**

(a) **UPDATE on Monthly Financial Reports**

Mr. LeClair reported that Regional Greenhouse Gas Initiative (RGGI) revenues are \$850,000 ahead of forecasts.

(b) APPROVE FY2021 Budget Adjustments

Mr. Eglinton reported that the Staff proposes to adjust the FY2021 budget to shift the sum of \$500,000 of electric procurement funding from the C&I Prescriptive (CIP) program and the C&I Custom Program to the Innovation Program to support committed projects from FY2020 that were not reflected in the carryforward estimates in the fall. In addition, Staff proposes adding \$859,000 in RGGI revenue to the FY2021 budget to reflect higher-than-anticipated revenues from the first two RGGI auctions in this fiscal year and applying these revenues to HESP to help keep the momentum going for increased demand for high-performance heat pumps. For the same purpose, Staff proposes to shift \$541,000 in unbudgeted Forward Capacity Market (FCM) fund balance to HESP.

ACTION: Upon a motion duly made (Ms. MacDonald) and seconded (Mr. Burgess) the Board voted unanimously to adjust the FY2021 source of funding (revenue) and expenditure budgets as described in Mr. Leclair’s January 20, 2021 memo, resulting in a total FY2021 source of funding (revenue) and expenditure budgets of \$100,799,046 and \$100,347,526, respectively.

Mr. Eglinton explained that the Staff also proposes adjusting the FY2021 budget to incorporate funds from the Volkswagen (VW) and New England Clean Energy Connect (NECEC) settlements. Although the Board previously approved accepting these funds (on 12/18/2019 and 12/9/2020, respectively), the proposed action will formally add the funding to the revenue and expenditure budgets.

Staff agreed to replace a missing word in the January 20, 2021 memo on the Budget Adjustments; staff will change “\$1.25” to “\$1.25 million.” Mr. Stoddard added that there are certain annual reporting requirements for these funds.

ACTION: Upon a motion duly made (Mr. Poole) and seconded (Ms. Welsh) the board voted (Mr. Boyle recused) to adjust the FY2021 source of funding (revenue) and expenditure budgets as described in Mr. Stoddard’s January 20, 2021 memo, resulting in a total FY2021 source of funding (revenue) and expenditure budgets of \$112,251,203 and \$104,797,526, respectively.

(c) APPROVE Sole Source Agreement for a One-Year Extension of Auditing Services

Mr. Stoddard explained that the Staff is seeking authorization to extend, using a sole source contract, EMT’s agreement with Runyon Kersteen Ouellette (RKO) for audit services for FY2021. The Trust had originally planned to issue a competitive solicitation this year for auditing services. However, the staff’s view is that, given the continued need for remote working and social distancing during the spring and early summer months ahead, the best course of action is to extend the agreement with RKO for one more year. This will eliminate the potential inefficiencies, risk of mistakes, and health risk that might ensure were the Trust to start fresh with a new vendor working remotely/virtually.

ACTION: Upon a motion duly made (Mr. Poole) and seconded (Ms. Welsh) the Board voted unanimously to approve Move to authorize the Executive Director to extend the agreement

with RKO for FY2021 audit services.

(a) PRESENTATION on Electric Vehicle Initiatives

Ms. Siegel provided an overview of EMT's EV Initiatives, covering EV supply equipment (EVSE) and EV rebate activity. Over the past year and half, the program has launched a series of requests for proposals (RFPs) for both Level 2 and Level 3 chargers. On January 25th, it will release a third round RFP for Level 3 chargers. This offering will attempt to offer charging infrastructure to a more diverse group of bidders than previous solicitations. The PUC also helped fund a number of Level 2 community chargers, which were awarded in December 2020. With respect to EVs, EMT received 826 EV rebates between 9/1/2019 and 12/30/2020. The program has instituted several changes to the rebate offerings in recent months, including enhanced rebates for low-income, government, and non-profit customers, and a new used EV rebate offering for low-income customers. The program is focusing on education and outreach to customers, municipalities, non-profits, and others.

Mr. Burnes provided an overview of EMT's residential EV charging baseline study. This analysis will provide EMT with a better understanding of the size and timing of the increase in household demand and energy consumption due to EV adoption.

Ms. MacDonald shared her own experience buying an EV and said that dealer outreach and education will be important in trying to get Mainers to adopt more EVs in the coming years. She also asked about EMT's potential involvement in marine transport electrification. Mr. Stoddard said the issue is on staff's radar, but that there remain open questions about where the funds will come from.

6. New Business

Mr. Stoddard noted that EMT's Board of Trustees seat appointment schedule was interrupted by COVID-19 last spring. New appointments are forthcoming.

7. Next Meeting Agenda and Scheduling

The next Board meeting is scheduled for February 24, 2021.

8. Adjourn

ACTION: Upon a motion duly made (Mr. Burgess) and seconded (Mr. Poole), the Board voted unanimously to adjourn the Board Meeting at 11:34 a.m.