

Board Meeting Minutes—163rd Meeting

February 19, 2019

Board members present: Elee Jen, Mark Kendall, Henry Lorenzen, Alan Meyer, Roland Riser, Letha Tawney (sitting in for Steve Bloom - OPUC ex officio), Anne Root, Debbie Kitchin, Susan Brodahl

Board members absent: Lindsey Hardy, Eric Hayes, Michael Colgrove, Melissa Cribbins, Ernesto Fonseca, Roger Hamilton, Steve Bloom, Janine Benner (Oregon Department of Energy special advisor)

Staff attending: Thad Roth, Oliver Kesting, Cheryle Easton, Wendy Bredemeyer, Amanda Potter, Steve Lacey, Debbie Menashe, Betsy Kauffman, Pati Presnail, Spencer Moersfelder, Hannah Cruz, Jay Ward, Sue Fletcher, Amber Cole, Naima Muntal, Kate Hanson

Others attending: Sudeshna Pal - CUB representative. Gene Rodrigues – ICF, VP (guest speaker)

Board Orientation & Training

Alan Meyer called the meeting to order at 8:09 a.m.

Cheryle Easton introduced herself and let group know she would be taking Mike Colgrove's place during his absence.

Organizational Structure

Energy Trust of Oregon's four sector leads presented an overview of the residential sector, commercial sector, industrial sector and renewable energy sector, including overview of programs, challenges, sources of savings and initiatives in 2019.

The board discussed implications of lighting transitions, the PMC model, cost-effectiveness, participation rates for various offerings and programs.

Organizational Processes

Pati Presnail, director of finance - Business Planning, Budget, and Action Plan Development. Pati discussed the annual planning cycle which included goals, insights, action plans, budget timeline, board approval and adoption of the budget.

Spencer Moersfelder, planning manager - Planning and Evaluation, Integrated Resource Planning and Long-Term Forecasting. Spencer discussed resource assessment purpose, overview, background and methodology. Resource assessment is a model that provides an estimate of energy efficiency potential achievable over a 20-year period. This analysis approach is to estimate savings potential starting at the measure level and scaling to a service territory. Spencer discussed potential types, 20-year IRP forecast flow chart and cost-effectiveness. The board discussed the definition of analysis approach, methodology, and avoided costs.

Steve Lacey, director of operations - Determination of Revenue. Steve presented the utility funding process and spoke about utility funders. Electric: Portland General Electric and Pacific Power. Gas: NW Natural, Cascade Natural Gas and Avista Utilities. He gave the board an overview of the timeline of utility engagement, budget and funding model and levels.

Amber Cole, director of communications, Hannah Cruz, sr. communications manager, Julianne Thacher, sr. project manager - communications, Naima Muntal, operations analyst, Kate Hanson project manager – reporting – Communications and Customer Service Overview. Amber discussed what communications and customer service (CCS) handles and who in her group completes various tasks. Amber discussed the quarterly and annual reports go to the OPUC, board members, utilities and the public. Amber discussed that all of the detailed information in each report is a compilation of several components of Energy Trust's groups and finance. Examples of both reports were handed out to the board.

The board discussed that they haven't seen some of these reports before. The board asked Amber if there is more than one database from which this information is compiled. The board also mentioned the great reporting that comes from CCS. The board discussed what other languages Energy Trust uses to communicate this information as a proactive way to reach a multicultural audience.

Hannah Cruz, sr. communications manager, Jay Ward, sr. community relations manager - Legislative Session and Media Engagement. Both discussed that Energy Trust is an independent non-profit and was established as a result of state regulation. Energy Trust programs continue to interest many stakeholders, including, local, state and federal policymakers. Hannah, Jay and John Volkman monitor bills. They are currently tracking 50 bills that have potential impacts on Energy Trust. They also reiterated to the board that any member of the board or Energy Trust staff can't lobby for any sort of legislation.

The board asked how they should handle requests. Hannah provided communication guidelines and staff contact information.

Hannah Cruz, sr. communications manager, Sue Fletcher, communications and customer service sr. manager - Media Engagement and Management. Hannah and Sue discussed media and public information objectives, CCS media and public relations roles, standard media inquiries, and how to respond to inquiries. Hannah and Sue handed out best practice guides for media inquiries and press releases to the board.

Debbie Menashe, director of legal and human resources - Policy Process. Debbie discussed Energy Trust governance policies, along with policies on program matters, fuel-switching, cost-effectiveness and above-market costs. She also discussed board policies on organization operations, contract execution, confidential information and diversity equity and inclusion. Debbie mentioned that policies are reviewed on a three-year cycle.

The board discussed the policy process and how new board members can better understand. Also discussed that the policies may be reviewed outside the 3-year cycle with any request to the policy committee.

Adjourn for Lunch

Gene Rodrigues with ICF presentation

Roland Risser introduced Gene Rodrigues, vice president, ICF. Gene presented "Achieving Energy Savings & Maintaining Energy Trust's Mission in an Evolving Environment for Energy Efficiency".

Gene reviewed the following topics with the board:

- Observations about Strategic Planning
- Milestones in the History of Energy Efficiency (EE) Planning
- Beacons for the Future of EE Planning
- Customer-Focused Considerations
- Platform-Based Considerations
- Wrap it UP

In summary, Gene shared that Energy Trust is in a unique position, and that mid- and long-term planning should focus on achieving today's goals while also managing uncertainty, risk, preserving optionality, and preparing to respond to a range of potential energy futures.

Adjourn for Executive Session

The meeting adjourned at 2:35 p.m.

The next regular meeting of the Energy Trust Board of Directors will be held Tuesday, February 20, 2018, at 8:00 a.m. at Energy Trust of Oregon, Inc., 421 SW Oak Street, Suite 300, Portland, Oregon.

_____/k/ Mark Kendal _____
Signed: Mark Kendall, Secretary

04/01/19
Date