



# 178th Board Meeting

May 20, 2020  
Online version

<b>Agenda</b>		<b>Tab</b>	<b>Purpose</b>
<b>9:30 a.m.</b>	<b>Board Meeting Call to Order</b> (Melissa Cribbins) Approve agenda		Action
	<b>General Public Comment</b> <i>The president may defer specific public comment to the appropriate agenda topic.</i>		
	<b>Consent Agenda</b> <i>The consent agenda may be approved by a single motion, second and vote of the board. Any item on the consent agenda will be moved to the regular agenda upon the request of any member of the board.</i> <ul style="list-style-type: none"><li>February 25, 2020 Board Learning Session Minutes</li><li>April 7, 2020 Board Orientation Minutes</li><li>April 8, 2020 Board Minutes</li></ul>	<b>1</b>	Action
<b>9:45 a.m.</b>	<b>President's Report</b> (Melissa Cribbins)		
<b>10:00 a.m.</b>	<b>Executive Director Report</b> (Michael Colgrove) <ul style="list-style-type: none"><li>COVID-19 Update</li></ul>		
<b>10:30 a.m.</b>	<b>Committee Reports</b> <ul style="list-style-type: none"><li>Audit Committee (Anne Root)</li><li>Compensation Committee (Roland Risser)</li><li>Evaluation Committee (Lindsey Hardy)</li><li>Finance Committee (Susan Brodahl)</li><li>Policy Committee (Henry Lorenzen)<ul style="list-style-type: none"><li>Retiring the Lost Opportunity Policy R911</li></ul></li><li>Strategic Planning Committee (Mark Kendall)</li><li>Conservation Advisory Council (Lindsey Hardy, Elee Jen, Alan Meyer)</li><li>Diversity Advisory Council (Mark Kendall, Ruchi Sadhir)</li><li>Renewable Advisory Council (Alexia Kelly, Susan Brodahl)</li></ul>	<b>2</b> <b>3</b> <b>4</b> <b>5</b> <b>6</b> <b>7</b> <b>8a</b> <b>8b</b> <b>8c</b>	Info Info Info Info Action Info Info Info Info
<b>11:00 a.m.</b>	<b>Strategic Plan Presentation</b> <ul style="list-style-type: none"><li>2015-2019 Strategic Plan: Final Report (Hannah Cruz)</li><li>2020-2024 Strategic Plan: Proposal for Monitoring and Measuring Progress and Accomplishments (Mark Kendall)</li></ul>	<b>7</b> <b>7</b>	Info Info
<b>12:30 p.m.</b>	<b>Break for Lunch</b>		
<b>1:00 p.m.</b>	<b>2019 Annual Results</b> (Michael Colgrove)		Info
<b>2:30 p.m.</b>	<b>2019 DEI Operations Report out</b> (DEI Operations Plan Goal Leads Team)		Info
<b>4:00 p.m.</b>	<b>Adjourn meeting</b> (Melissa Cribbins)		

**The next meeting of the Energy Trust Board of Directors will be July 15, 2020;  
location and time to be announced**

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- March 15, 2020 Meeting Minutes

**Tab 4 Evaluation Committee**

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- Board Memo –Extended Capacity Heat Pump Pilot Memo

**Tab 5 Finance Committee**

- March 2020 Financial Notes
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- March 2020 Contract Reports

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- 2015-2019 Strategic Plan Dashboard—Year 5
- 2015-2019 Strategic Plan Emerging Tech—Year 4
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**Tab 8 Advisory Council Minutes**

Conservation Advisory Council April 22, 2020 Minutes  
Diversity Advisory Council April 22, 2020 Minutes  
Renewable Advisory Council April 22, 2020 Minutes

# Tab 1

# Board Meeting Minutes—173rd Meeting

February 26, 2029

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**Board members present:** Alan Meyer, Susan Brodahl, Anne Root, Eric Hayes, Elee Jen, Henry Lorenzen, Mark Kendal, Melissa Cribbins, Lindsey Hardy, Mark Kendall, Roland Risser, Letha Tawney, Oregon Public Utility Commission (ex officio), Ruchi Sadhir for Janine Benner, Oregon Department of Energy (special advisor)

**Board members absent:** Ernesto Fonseca, Alexia Kelly, Erik Andersson

**Staff attending:** Michael Colgrove, Greg Stokes, Kirstin Pinit, Lizzie Rubado, Mark Wyman, Amber Cole, Steve Clark, Pati Presnail, Justin Buttles, Thad Roth, Scott Swearengin, Hannah Cruz, David McClelland, Kathleen Belkhat, Debbie Menashe

**Others attending:** Susan Badger-Jones, Roger Hamilton

## Business Meeting

Melissa Cribbins called the meeting to order at 8:00 a.m.

## Organizational Development

Greg Stokes gave an overview of the organizational development history and a quick status update.

Innovation team of Amanda Potter, Kirstin Pinit, Lizzie Rubado presented background and update on how innovation is handled at Energy Trust. Staff will be tying to the 2020-2024 Strategic Plan, creating metrics for the process and the team.

Budget tools team of Pati Presnail and Scott Swearengin presented an overview and brief history of how they selected a budget tool. The new tool will be launched in July 2020 in alignment with 2021-2022 budget planning. Board commended staff for incorporating operational and cultural change management needed for an IT project.

Dave McClelland of the decision-making team presented a decision-making framework. Based on four steps; 1) frame decision, 2) explore options, 3) decide and implement, 4) reflect. Mike pointed out that the decision-making team will bring on a consultant and the board that there is budget if the board would like to engage the consultant while working through the implementation of the Synergy Consulting Board Governance Review recommendations.

The board took a break at 2:35 p.m.

**Approve Committee Assignments R898**

RESOLUTION 898

BOARD COMMITTEE APPOINTMENTS (*REPLACES RESOLUTION 860*)

February 26, 2020

**RESOLUTION 898**  
**BOARD COMMITTEE APPOINTMENTS**  
*(REPLACES RESOLUTION 860)*

WHEREAS:

1. **Energy Trust of Oregon, Inc. Board of Directors are authorized to appoint by resolution committees to carry out the Board's business.**
2. **The Board President has nominated new directors to serve on the following committees.**

It is therefore RESOLVED:

1. **This resolution replaces Resolution 860, adopted by the board at its December 14, 2019, meeting.**
2. **That the Board of Directors hereby appoints the following directors to the following committees for terms that will continue until a subsequent resolution changing committee appointments is adopted:**

<b>Audit Committee</b>
Anne Root, Chair
Henry Lorenzen
Mark Kendall
Karen Ward, outside expert
Melissa Cribbins (ex officio)
Pati Presnail, staff liaison
<b>Board Nominating Committee</b>
Anne Root, Chair
Alan Meyer
Alexia Kelly
Ernesto Fonseca
Lindsey Hardy
Letha Tawney OPUC (ex officio)
Melissa Cribbins (ex officio)
Greg Stokes, staff liaison
<b>Compensation Committee</b>
Roland Risser, Chair
Mark Kendall

Susan Brodahl
Eric Hayes
Melissa Cribbins (ex officio)
Amanda Sales, staff liaison
<b>Executive Director Review Committee</b>
Elee Jen, Chair
Erik Andersson
Roland Risser
Eric Hayes
Melissa Cribbins (ex officio)
Amanda Sales, staff liaison
<b>Finance Committee</b>
Susan Brodahl, Chair
Anne Root
Henry Lorenzen
Roland Risser
Melissa Cribbins (ex officio)
Pati Presnail, staff liaison
<b>Policy Committee</b>
Henry Lorenzen, Chair
Alan Meyer
Anne Root
Eric Hayes
Susan Brodahl
Letha Tawney OPUC (ex officio)
Melissa Cribbins (ex officio)
Debbie Goldberg Menashe, staff liaison
<b>Program Evaluation Committee</b>
Lindsey Hardy, Chair
Alan Meyer
Eric Hayes
Erik Andersson
Jennifer Light, expert outside reviewer
Jamie Woods, expert outside reviewer
Warren Cook, ODOE (ex officio)
Melissa Cribbins (ex officio)
Sarah Castor, staff liaison
<b>Strategic Planning Committee</b>
Mark Kendall, Chair
Lindsey Hardy
Roland Risser
Ruchi Sadhir, ODOE (ex officio)
Letha Tawney OPUC (ex officio)
Melissa Cribbins (ex officio)
Debbie Goldberg Menashe, staff liaison

**3. The executive director, chief legal officer or director of finance are authorized to sign routine 401(k) administrative documents on behalf of the board, or other documents if authorized by the Compensation Committee.**

The board also acknowledges that the following board members have committed to attend advisory council meetings:

- a. Conservation Advisory Council: Lindsey Hardy, Elee Jen and Alan Meyer
- b. Renewable Energy Advisory Council: Susan Brodahl and Alexia Kelly
- c. Diversity Advisory Council: Mark Kendall, Ruchi Sadhir

Moved by: Roland Risser

Seconded by: Mark Kendall

Vote: In favor: 10

Abstained: 0

Opposed: 0

**Voluntary compliance with Open Meetings Law**

Debbie Menashe presented an overview of the Oregon statutes and manual providing guidance to following Oregon's public meeting laws.

In this manual, ORS 192.620 establishes Oregon's public and open meeting policy:

"The Oregon form of government requires an informed public aware of the deliberations and decisions of governing bodies and the information upon which such decisions were made. It is the intent of ORS 192.610-192.690 that decisions of governing bodies be arrived at openly."

Debbie explained that Energy Trust is not a "governing body" as defined by Oregon statutes and is not required to follow these laws. However, Energy Trust does align with the laws to be a transparent organization and in accordance with bylaw section 3.8: "All duly called meetings of the board of directors shall be open to the public, except executive sessions and committees." Section 5.6 of the bylaws requires all advisory council meetings to be public.

In addition Energy Trust's Grant Agreement includes many provisions requiring organizational transparency.

**Synergy Consulting Board Governance Review Recommendation top five prioritization survey results**

Mike presented Board Governance Review Recommendation Survey top five prioritization results for the board to discuss process for implementation.

Board discussed working on the prioritized Synergy Consulting Board Review recommendations and begin working on the board's role and commitment to mission, the committee structure and to focus on self-awareness and the board's diversity in subcommittees.



**Adjourn**

The meeting adjourned at 12.10 p.m.

**The next regular meeting of the Energy Trust Board of Directors** will be held Tuesday, April 7, 2020, at 1:00 p.m. at Energy Trust of Oregon, Inc., 421 SW Oak Street, Suite 300, Portland, Oregon.

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Signed: Mark Kendall, Secretary

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Date

PINK PAPER

# Board Orientation Meeting Minutes—174th Meeting

April 7, 2020

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**Board members present:** Erik Andersson, Susan Brodahl, Melissa Cribbins, Ernesto Fonseca, Lindsey Hardy, Eric Hayes, Elee Jen, Mark Kendall, Alexia Kelly, Henry Lorenzen, Alan Meyer, Anne Root, Roland Risser, Letha Tawney (Oregon Public Utility Commission ex officio), Janine Benner (Oregon Department of Energy special advisor)

**Board members absent:**

**Staff attending:** Michael Colgrove, Cheryle Easton, Wendy Bredemeyer, Emily Findley, Hannah Cruz, Lizzie Rubado, Scott Clark, Steve Lacey, Debbie Menashe, Amber Cole, Pati Presnail

**Others attending:** Anna Kim (OPUC), Jeff Harris (Northwest Energy Efficiency Alliance), Sarah Hall (OPUC)

## Business Meeting

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Melissa Cribbins called the orientation to order at 1:04 p.m. and welcomed recently inducted board members.

## Overview of Energy Trust (Michael Colgrove)

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Energy Trust Executive Director Mike Colgrove reviewed the agenda and presented a high-level overview of Energy Trust, providing context about core aspects of the organization including: eligible customers; vision and purpose statements; service territory; Energy Trust's creation through SB 1149 and history of working with partner utilities; board of directors bylaws; current funding sources; reporting and accountability; and cumulative results.

The board asked if there are additional reporting activities or other efforts that communicate Energy Trust's successes more broadly than annual reports to Oregon Public Utility Commission. Staff mentioned other ways Energy Trust promotes its value: a presentation of the annual report to the OPUC; a public version of the annual report that focuses on customer stories; public relations efforts to promote this public annual report to local media and online; and fact sheets showing cumulative results for legislative districts, counties and cities that are used in outreach to legislators and city leaders.

The board discussed whether SB 838 funding would be expanded to include conservation if SB 1149 sunset occurred. While that is a possibility, the legislative process can take unexpected directions. SB 1149 is also the only bill that contains language enabling the OPUC to work with a nongovernmental entity to deliver energy programs.

Mike Colgrove reviewed the board calendar with key dates, meetings and a summary of other events the board engages in during a typical year.

## History of Energy Policy in the Northwest (Hannah Cruz)

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Hannah Cruz, Energy Trust senior communications manager, presented context on how energy policy was developed regionally and a broad overview of the current state of energy policy in the Northwest. Oregon's energy landscape is based on a foundation of least-cost planning and conservation and incorporates renewable energy, greenhouse gas reduction and state energy goals. The state's energy policy has more recently expanded into modernization and equity concerns. Hannah Cruz spoke about how the Northwest Power Act came to be developed as a bedrock policy in the Northwest, then how Energy Trust was created in response to a regional recommendation to stabilize conservation funding in the 1990s.

The board asked if Washington and California passed similar legislation to SB 1149 around the same time. Those states took a different approach and did not adopt the comprehensive review recommendation as written.

Hannah Cruz reviewed some of Oregon's current renewable energy policies, energy efficiency policies and programs and other related policies such as transportation electrification and demand response.

The board commented that despite Oregon's economy developing as a result of cheap, plentiful power from the damming of the Columbia River, this can be experienced differently throughout the state as incomes and energy usage vary and urban and rural customers may have different priorities regarding energy.

### **NEEA and Market transformation Overview (Jeff Harris)**

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Jeff Harris, chief transformation officer at Northwest Energy Efficiency Alliance, presented an overview of NEEA and how its work to achieve market transformation complements Energy Trust's mission. The alliance is a nonprofit made up of diverse funders across four states, including Energy Trust and Bonneville Power Administration. Its purpose is to accelerate energy efficiency adoption by supporting and advancing new technologies, leading to market transformation that benefits Northwest consumers.

Jeff Harris provided a foundational definition of market transformation and how it is strategically deployed in the Northwest. NEEA's activity influences markets to adopt efficient technology products such as LEDs by identifying and removing barriers. Successful market transformation leads to changing baselines and drives down the cost of new technology.

The board discussed the process of handing off a more matured technology to Energy Trust to begin supporting through participant incentives. Jeff Harris stated the two organizations collaborate throughout the entire process. NEEA looks for moments early in the market transformation stage where there is an uptick in market demand that may signal opportunity for Energy Trust to pilot a new product incentive.

### **Overview of Oregon Public Utility Commission (Anna Kim)**

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Anna Kim, Oregon Public Utility Commission senior utility analyst, presented an overview of the OPUC and its oversight of Energy Trust. The commission aims to ensure utility customer have access to safe, reliable and high-quality utility services at reasonable rates. It regulates electric, natural gas, telecommunications and water utilities. The commission has a grant agreement with Energy Trust that includes requirements related to areas like performance measures, reporting and budgeting.

OPUC Commissioner Letha Tawney spoke about her unique role as an ex officio member of Energy Trust's board of directors and clarified aspects of the relationship between the OPUC and the board as entities.

The board and commission discussed Energy Trust's role as steward of ratepayer dollars to benefit Oregonians, while the commission is a regulatory body that helps oversee those funds but is not itself a funder. It discussed how Energy Trust may work with the commission to increase its role in technology adoption and market uptake.

### **2020-2024 Strategic Plan Presentation (Lizzie Rubado and Hannah Cruz)**

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Staff presented Energy Trust's 2020-2024 Strategic Plan that will guide Energy Trust's work over the next five years. Strategic plans are required in Energy Trust's grant agreement with the OPUC. Staff reviewed the process to develop this strategic plan and how it guides staff thinking, annual business planning and annual budgeting. The plan is organized into five focus areas with progress indicators identified for each area.

The plan is now in implementation mode and metrics are being developed for each progress indicator. Metrics and associated targets will be presented to the board at its May meeting. Progress toward the focus areas can then be tracked on a quarterly basis at the board Strategic Planning Committee level. The full board will receive updates through that committee's meeting notes as well as from an annual presentation from staff that draws from strategic plan progress reporting in Energy Trust's annual report. Staff will also be closely monitoring developments that could affect the plan, such as the 2026 sunset of SB 1149 and the economic fallout from the coronavirus pandemic.

## **Adjourn**

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The meeting adjourned at 5:01 p.m.

**The next regular meeting of the Energy Trust Board of Directors** will be held Wednesday, April 8, 2020, at 10:00 a.m. virtually via GoToMeeting.

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Signed: Mark Kendall, Secretary

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Date

PINK PAPER

# Board Meeting Minutes—175th Meeting

April 8, 2020

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**Board members present:** Erik Andersson, Susan Brodahl, Melissa Cribbins, Lindsey Hardy, Eric Hayes, Elee Jen, Alexia Kelly, Henry Lorenzen, Alan Meyer, Roland Risser, Letha Tawney (Oregon Public Utility Commission ex officio), Janine Benner (Oregon Department of Energy special advisor)

**Board members absent:** Mark Kendall, Ernesto Fonseca, Anne Root

**Staff attending:** Michael Colgrove, Cheryle Easton, Wendy Bredemeyer, Debbie Menashe, Amber Cole, Fred Gordon, Steve Lacey, Scott Clark, Peter West, Pati, Presnail, Emily Findley, Sarah Castor, Amanda Potter, Andrew Shepard, Jessica Kramer, Marshall Johnson, Phil Degens, Hannah Cruz, Dave McClelland, Jeni Hall

**Others attending:** Kari Greer (Pacific Power), Bilsay Varcin (EMI Consulting), Lisa McGarity (Avista), Jason Klotz (PGE), Rick Hodges (NW Natural), Desiree Sideroff, Angel Swanson (ICF), Anna Kim (OPUC), Karla Hendrickson (ICF)

## Business Meeting

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Melissa Cribbins called the meeting to order at 10:01 a.m. and gave a reminder that consent agenda items can be changed to regular agenda items at any time.

### **MOTION: Approve corrected agenda**

Moved by: Alan Meyer

Seconded by: Eric Hayes

Vote: In favor: 10

Abstained: 0

Opposed:0

## General Public Comments

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There were no public comments.

## **Consent Agenda**

*The consent agenda may be approved by a single motion, second and vote of the board. Any item on the consent agenda will be moved to the regular agenda upon the request from any member of the board.*

### **Consent Agenda Resolution**

#### **MOTION: Approve consent agenda**

Consent agenda includes:

1. February 24, 2020 Board Meeting Minutes
2. Approve correction to R871 Terms of Office to 2019 Resolution R904 replaces R8971

Moved by: Roland Risser

Seconded by: Alan Meyer

Vote: In favor: 10

Abstained: 0

Opposed:0

## **President's Report (Melissa Cribbins)**

Melissa Cribbins invited board members to share perspectives about how their communities are being affected by the coronavirus pandemic.

## **Executive Director Report (Michael Colgrove)**

### ***2019 financial results***

Mike Colgrove delivered an early look at the final financial results for 2019, which showed revenue was very close to what was budgeted with less than 1% variance; expenditures came in at 92% of budget, almost half of which were delivered as direct incentives; and administrative costs remained within acceptable guidelines. These results will be presented in more detail at the board's next meeting in May along with highlights from the 2019 Annual Report being prepared for submission to the OPUC in mid-April.

The board asked why levelized costs appeared to be higher than aggregated levelized costs that were reported in a recent industry article. Staff provided context that the levelized cost for 2019 fell slightly below budget but have been trending upward due to reduced savings from LED measures. These are also calculated to include the full cost across the organization, including from support groups. The board suggested that it would like to explore levelized costs as a learning topic in the future to deepen understanding of this metric.

### ***Energy Trust response to coronavirus***

Mike Colgrove provided an update on Energy Trust's actions in response to the coronavirus and new social distancing protocols in Oregon and Washington. Internal staff began working remotely a week prior to the order, and program contractors are also working remotely. In-person customer programs and offerings are being adapted. An example of this is measure installation verification practices being performed remotely through photos or virtual walkthroughs. No- and low-cost offerings are being promoted, and staff is investigating ways to partner with community organizations and low-income agencies to provide greater value.



The board expressed appreciation for the responsiveness of staff and management and asked if staff are planning to move trainings online. Staff is already planning to make some trainings and presentations available as online webinars. The board and staff discussed installation opportunities resulting from the coronavirus distancing protocols where there may be chances to make upgrades while industrial and commercial businesses, schools and government buildings are unoccupied.

***Revised staffing memo***

Mike Colgrove reviewed an addendum to the staffing memo from the 2020 annual budget regarding staff headcount. An employee in the legal department who was working half-time recently retired, and after looking into several options, management discovered it could add a full-time employee to the HR department at a lower cost, which increases the headcount by half a full-time employee. The board requested more information regarding Oregon Public Utility Commissions' role in approving staff adjustments to be provided in an upcoming Board Half-Day Learning Session.

***Portland General Electric's solar + storage proposal update***

Mike Colgrove concluded with an update on an opportunity for Energy Trust to play a role in Portland General Electric's Solar + Storage pilot program. Business development funds were used to create a proposal for Energy Trust to help implement this residential storage program as a delivery contractor. PGE recently submitted a proposal to the OPUC and has subsequently asked for a more formal proposal and budget to deliver services like customer outreach, program delivery and quality management.

**Committee Reports**

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***Compensation Committee (Roland Risser)***

The committee met in February to discuss high-level market updates and perform a quarterly fiduciary investment review.

***Evaluation Committee (Lindsey Hardy)***

In April, the committee reviewed two memos containing staff feedback on the results of some recent analysis using Recurve software. One study looked at additional benefits of smart thermostats and showed lower savings than expected. The board discussed how much influence these studies have on measure selection. While staff members take studies into consideration, they often rely on comparing the results of more than one study, since sample sizes can be limited and multiple studies provide more insight. A more comprehensive selection of research is outlined in each measure analysis document.

***Finance Committee (Susan Brodahl)***

The committee recently discussed the reserve policy and use of contingency funds. The committee reported that in 2019, \$1.6 million was earned through investment income. It confirmed investments include short term CDs and commercial bonds. The group is also currently performing a review of Energy Trust's contracts alongside the policy committee.

***Policy Committee (Henry Lorenzen)***

The committee reviewed several contract matters that will be presented later in the meeting.

**Adopt Changes to the 5.05.0009-Contract Execution Policy R905**

The board discussed some proposed changes to the contract extension policy, which would align the policy with current staff and board practices. One change formalizes the practice of

bringing contracts over \$500,000 to the board for approval before initiating or extending them. Staff confirmed that this policy would still apply when the threshold is exceeded by multiple contracts with the same vendor.

## **BOARD DECISION 905**

### **Amending Contract Execution and Oversight Policy**

April 08, 2020

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#### **Summary and Background**

At its meetings on January 30, 2020, and March 5, 2020, the board's policy committee reviewed the Energy Trust Contract Execution Policy 5.05.009-P in accordance with the regular three-year policy review cycle.

The Policy Committee recommended amending the board policy on contract execution authority to: (i) update references to "General Counsel" to chief counsel, (ii) clarify that the policy applies to contract amendments that add spending authority to a contract such that total contract spending authority exceeds \$500,000, and (iii) provide express direction to provide information to the board on large contract competitive bid processes.

#### **Recommendation**

Amend the Board policy on contract execution authority as shown in ***Attachment 1***.

### **RESOLUTION 905**

#### **AMENDING CONTRACT EXECUTION AND OVERSIGHT POLICY**

#### **WHEREAS:**

- 1. The Board Policy on Contract Execution and Oversight requires Board approval for any Energy Trust commitment to expend more than \$500,000.**
- 2. The policy makes reference to the "General Counsel," a title no longer used by Energy Trust.**
- 3. The policy does not explicitly address its application to amendments that authorize total contract expenditure of more than \$500,000 or require presentation of information to the board regarding large contract competitive bids, although these steps have been the historical practice of Energy Trust staff.**
- 4. During two reviews of the policy in 2020, the Policy Committee recommended that the policy be amended to change the reference to "General Counsel" to chief counsel and to reflect the other established practices.**

**It is therefore RESOLVED that the Board of Directors of Energy Trust of Oregon, Inc. amends the Board policy on contract execution authority as shown in *Attachment 1* to reflect the changes described above.**

Moved by: Alan Meyer

Seconded by: Elee Jen

Vote: In favor: 10

Abstained: 0

Opposed: 0

## Attachment 1

### **Marked-5.05.009-P Contract Execution and Oversight Policy**

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History			
Source	Date	Action/Notes	Next Review Date
Board Decision	September 8, 2004		September 2007
Board Decision	October 3, 2007	Amended (R449)	October 2010
Board Decision	February 13, 2008	Amended (R465)	February 2011
Board Decision	February 9, 2011	Amended (R575)	February 2014
Policy Committee	January 28, 2014	No changes	January 2017
Board Decision	January 26, 2017	Amended (R795)	February 2020

#### **Policy:**

**Purpose:** *The Energy Trust Board of Directors has delegated to the Executive Director authority to execute all contracts on behalf of the organization consistent with the bylaws, all applicable PUC grant agreement funding agreements, and governing law. This policy regulates the implementation of this authority.*

#### **Policy:**

1. All contracts shall be consistent with all applicable provisions of (i) the bylaws, (ii) the PUC grant agreement, (iii) other Energy Trust funding PUC grant agreements, and (iv) governing law.
2. The Energy Trust legal department shall review ~~as to form~~ all contracts before submitting them to the Executive Director.
3. Contracts for total expenditure by Energy Trust of over the amount of \$500,000 over any period of time, including contract amendments that result in a total contract expenditure amount of more than \$500,000 over any period of time:
  - No contract or relevant amendment will be executed unless the Board of Directors has first reviewed ~~its~~ and approved basic terms. The Board's initial contract approval may provide approval for amendments.
  - When it approves basic contract terms, the Board may instruct the Executive Director to bring a final contract back to the Board for review and approval before the contract is executed.
  - The Executive Director shall not execute contract amendments that make major changes in contract terms (e.g., more than 10% change in funds obligated, more than 20% change in energy saved or produced, time by which savings will be achieved) unless the Board of Directors has first reviewed and approved the basic terms of the change.
  - The Board shall review the basic terms of competitive bid processes that staff anticipates will result in Energy Trust entering into a contract for total expenditure by Energy Trust of over \$500,000.

4. Contracts for expenditure in the amount of \$500,000 and less in total expenditures: The Executive Director or, if the Executive Director is unavailable, the chief counsel or a senior staff member ~~General Counsel or corporate officer~~ designated by the Executive Director, is authorized to execute contracts involving less than \$500,000 without Board review or approval of basic terms. This authority includes instances in which two or more contracts involving less than \$500,000 with a single contractor exceed \$500,000 in the aggregate.
5. Contracts under which Energy Trust receives funds in any amount: The Executive Director or, if the Executive Director is unavailable, the chief counsel or a senior staff member designated by the Executive Director, is authorized to execute contracts under which Energy Trust will receive funds in any amount.
6. For programs managed directly by Energy Trust staff, incentive agreements that involve \$500,000 and less and are processed in accordance with standardized program forms and procedures that have been reviewed by the legal department may be approved by the relevant department director or management-level staff designated by the department director. This authority includes instances in which multiple incentive payments to a participant or contractor, processed in accordance with standardized program forms and procedures, exceed \$500,000 in the aggregate.
7. Not less often than annually, staff shall report to the Policy Committee all instances in which Energy Trust has paid more than \$500,000 to an individual contractor in a given calendar year.
8. Staff and in-house contractor employment agreements: The Executive Director or, if the Executive Director is unavailable, the chief counsel or senior staff member ~~General Counsel or corporate officer~~ designated by the Executive Director, may execute staff and in-house contractor employment agreements without Board review or approval of basic terms.
9. Contracts not involving a dollar expenditure may be signed by the relevant director or his/her designated manager(s).
10. The Executive Director shall maintain contract records required for an independent audit.

## ***Clean-5.05.009-P Contract Execution and Oversight Policy***

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<b>History</b>			
Source	Date	Action/Notes	Next Review Date
Board Decision	September 8, 2004		September 2007
Board Decision	October 3, 2007	Amended (R449)	October 2010
Board Decision	February 13, 2008	Amended (R465)	February 2011
Board Decision	February 9, 2011	Amended (R575)	February 2014
Policy Committee	January 28, 2014	No changes	January 2017
Policy Committee	January 26, 2017	Amended (R795)	February 2020

### **Policy:**

**Purpose:** *The Energy Trust Board of Directors has delegated to the Executive Director authority to execute all contracts on behalf of the organization consistent with the bylaws, all*

*applicable funding agreements, and governing law. This policy regulates the implementation of this authority.*

**Policy:**

1. All contracts shall be consistent with all applicable provisions of (i) the bylaws, (ii) the PUC grant agreement, (iii) other Energy Trust funding agreements, and (iv) governing law.
2. The Energy Trust legal department shall review all contracts before submitting them to the Executive Director.
3. Contracts for total expenditure by Energy Trust of over the amount of \$500,000 over any period of time, including contract amendments that result in a total contract expenditure amount of more than \$500,000 over any period of time:
  - No contract or relevant amendment will be executed unless the Board of Directors has first reviewed and approved basic terms. The Board's initial contract approval may provide approval for amendments.
  - When it approves basic contract terms, the Board may instruct the Executive Director to bring a final contract back to the Board for review and approval before the contract is executed.
  - The Executive Director shall not execute contract amendments that make major changes in contract terms (e.g., more than 10% change in funds obligated, more than 20% change in energy saved or produced, time by which savings will be achieved) unless the Board of Directors has first reviewed and approved the basic terms of the change.
  - The Board shall review the basic terms of competitive bid processes that staff anticipates will result in Energy Trust entering into a contract for total expenditure by Energy Trust of over \$500,000.
4. Contracts for expenditure in the amount of \$500,000 and less in total expenditures: The Executive Director or, if the Executive Director is unavailable, the chief counsel or a senior staff member designated by the Executive Director, is authorized to execute contracts involving less than \$500,000 without Board review or approval of basic terms. This authority includes instances in which two or more contracts involving less than \$500,000 with a single contractor exceed \$500,000 in the aggregate.
5. Contracts under which Energy Trust receives funds in any amount: The Executive Director or, if the Executive Director is unavailable, the chief counsel or a senior staff member designated by the Executive Director, is authorized to execute contracts under which Energy Trust will receive funds in any amount.
6. For programs managed directly by Energy Trust staff, incentive agreements that involve \$500,000 and less and are processed in accordance with standardized program forms and procedures that have been reviewed by the legal department may be approved by the relevant department director or management-level staff designated by the department director. This authority includes instances in which multiple incentive payments to a participant or contractor, processed in accordance with standardized program forms and procedures, exceed \$500,000 in the aggregate.
7. Not less often than annually, staff shall report to the Policy Committee all instances in which Energy Trust has paid more than \$500,000 to an individual contractor in a given calendar year.
8. Staff and in-house contractor employment agreements: The Executive Director or, if the Executive Director is unavailable, the chief counsel or senior staff member designated by the Executive Director, may execute staff and in-house contractor employment agreements without Board review or approval of basic terms.

9. Contracts not involving a dollar expenditure may be signed by the relevant director or his/her designated manager(s).
10. The Executive Director shall maintain contract records required for an independent audit.

**Update board governance implementation recommendation progress**

The board stated this ongoing initiative has been delayed due to other priorities related to the coronavirus. It will produce a paper describing the function of each committee and proposing ways some committees may be combined to avoid duplication of efforts, create efficiency and align expertise within a committee.

***Strategic Planning Committee (Mark Kendall)***

Staff provided information on a recently proposed set of metrics and associated targets to the committee to measure progress toward the new strategic plan focus areas. Staff proposed using a dashboard tool to monitor and track progress to the metrics and will present updates to the committee three times a year. Each May, the strategic planning committee and staff will present an annual progress update to the full board. In addition, annual reports to the OPUC will include information on progress to the strategic plan focus areas, progress indicators and metrics.

***Conservation Advisory Council (Lindsey Hardy, Elee Jen, Alan Meyer)***

The April council meeting will take place remotely and will be focused on the response to the coronavirus by Energy Trust and other organizations and utilities represented on the council. A joint 2021 Organizational Goals workshop with the Diversity Advisory Council and Renewable Energy Advisory Council was canceled and another opportunity will be identified later in the year for the three councils to work together.

***Diversity Advisory Council (Mark Kendall, Ruchi Sadhir)***

The council met in March for its first retreat, which gave an opportunity for all 11 members to meet for the first time in a retreat setting. The council members spent time getting to know each other and discussed how to implement a charter created by the foundational council. Next steps include creating agendas for future meetings and thinking through how best to engage and partner with the board and Energy Trust's internal Diversity, Equity and Inclusion Committee on diversity efforts. The board asked about how it can currently propose questions for the council to consider; these can be routed through the council's two board liaisons.

***Renewable Energy Advisory Council (Alexia Kelly, Susan Brodahl)***

At its last meeting in February, the council discussed issues related to Blue Sky funding cycle, Oregon Community Solar and heard an overview of solar trends. There was rich strategic discussion about how programs are being implemented on the ground.

Eric Hayes and Erik Andersson left the meeting.

**Staff Report (Erika Kociolek)**

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Staff presented a request to amend a contract with The Cadmus Group, LLC to perform an impact evaluation for the production efficiency program. Energy Trust regularly performs impact evaluations for all its programs for use in planning, budgeting and ensuring credibility of reported savings in alignment with industry practices. Using a contractor is the most efficient way to obtain updated savings estimates. The contract is being brought to the board due to exceeding \$500,000. If approved, the results of the draft report would be presented to the evaluation committee in fourth quarter 2020.

## **Board Decision 906**

### **Execute an Amendment to a Contract with The Cadmus Group, LLC**

April 08, 2020

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#### **Recommendation**

Authorize the executive director to execute a contract with Cadmus for up to \$600,000 to complete the impact evaluation of Energy Trust's Production Efficiency program for the program years 2018 and 2019.

#### **RESOLUTION 906**

#### **AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE AN AMENDMENT TO A CONTRACT WITH THE CADMUS GROUP, LLC (CADMUS)**

#### **WHEREAS:**

5. In November 2019, following a competitive solicitation process, Cadmus was awarded the contract to conduct an impact evaluation for Energy Trust's Production Efficiency program, covering program years 2018-2019.
6. The scope of the impact evaluation will cover work planning and sample design; reviewing project files and developing site- and project-specific evaluation plans; data collection; impact analysis; and reporting of savings results, observations, and recommendations for program improvement.
7. The expected not-to-exceed budget for the contract is \$600,000, which exceeds the executive director's signature authority and requires board of directors' approval.

It is therefore **RESOLVED** that the Board of Directors of Energy Trust of Oregon, Inc., hereby authorizes the executive director to sign an amendment to a contract with The Cadmus Group, LLC for evaluation services for the 2018-2019 Production Efficiency program impact evaluation with Cadmus, such amendment to set forth scope and total contract budget of up to \$600,000.

Moved by: Roland Risser

Seconded by: Alan Meyer

Vote: In favor: 8

Abstained: 0

Opposed: 0

## **Execute Authorizing Amendments to two Regional Energy Efficiency Initiative Agreements with the Northwest Energy Efficiency Alliance for Continued Support of End Use Load Research. R907 (Sarah Castor and Erika Kociolek)**

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Staff requested approval for two contract amendments with NEEA that would provide the next cycle of funding for it to continue a study of residential and commercial end use load. Although

the overall project funding was previously approved, the amendment exceeds \$500,000 and therefore requires board approval. The project is about to begin its sixth cycle, which will extend from 2020-2024. The end date of the project is being extended through 2025, and the amendment also includes some minor language changes, including making some anonymized data publicly available at the request of one of the newer project funders.

The End Use Load Research project's objective is to meter residential and commercial end-use and find out when energy is being used relative to time of day and year. This project would provide more robust load profile information, which we do not currently have. Existing studies available for reference are outdated, overly based on modeling or have limited sample size. Knowing the time value of energy savings is becoming increasingly important to measure analysis. Staff reviewed details, timing and milestones for each study resulting from the project: the Home Energy Metering Study and the Commercial Metering Study.

## **Board Decision R907**

### **Authorizing Amendments to two Regional Energy Efficiency Initiative Agreements with the Northwest Energy Efficiency Alliance for Continued Support of End Use Load Research**

April 08, 2020

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#### **Recommendation**

- To continue to support the EULR Project, which brings significant information and insight to Energy Trust in its program design and implementation, authorize the executive director or his designee to sign a contract amendment to the Cycle 5 Funding Agreement to rescind scope and budget for the EULR project and to sign a contract amendment to the Cycle 6 Funding Agreement to add a Special Project Order authorizing the EULR Project consistent in budget and scope to the what was authorized originally under the Cycle 5 Funding Agreement.

#### **RESOLUTION 907**

#### **AUTHORIZING AMENDMENTS TO THE CYCLE 5 and CYCLE 6 REGIONAL ENERGY EFFICIENCY INITIATIVE AGREEMENT WITH THE NORTHWEST ENERGY EFFICIENCY ALLIANCE (NEEA) TO SUPPORT NEEA'S END USE LOAD RESEARCH**

#### **WHEREAS:**

**The Northwest Energy Efficiency Alliance (NEEA) remains the premier regional market transformation organization and Energy Trust contractor since our inception;**

**In 2017, the board of directors approved an amendment to the 2015-2019 Regional Energy Efficiency Initiative Agreement between NEEA and Energy Trust (the Cycle 5 Funding Agreement) to add authority to fund up to \$2,480,366 support NEEA's End Use Load Research Project (the EULR Project);**

**The EULR Project is an extensive study of electric use at residential and commercial sites and provides information to NEEA's existing residential and commercial business stock assessments, data used by energy efficiency programs throughout the regions served by NEEA's funders, including Energy Trust;**



In July 2019, the board of directors approved the 2020-2024 Northwest Energy Efficiency Alliance Funding Agreement between NEEA and Energy Trust (the Cycle 6 Funding Agreement). The Cycle 6 Funding Agreement provides for the addition of “Special Project Orders” through amendment to provide for additional scopes of work and related budget during the term of the Cycle 6 Funding Agreement;

The EULR Project extends beyond the term of the Cycle 5 Funding Agreement, and NEEA proposes, and Energy Trust supports managing the EULR Project through a Special Project Order to be added to the Cycle 6 Funding Agreement;

To manage the EULR Project through a Special Project Order as described, NEEA also proposes, and Energy Trust supports two contract amendments: First, an amendment to the Cycle 5 Funding Agreement to remove the amendment to that agreement that authorized additional funding and scope for the EULR Project, and second to amend the Cycle 6 Funding Agreement to add the Special Project Order for the EULR Project Agreement; and

No additional funding for the EULR Project is proposed, but budget and scope for the EULR Project would be tracked under the Cycle 6 Funding Agreement rather than the Cycle 5 Funding Agreement.

It is therefore **RESOLVED**:

1. The executive director or his designee is authorized to negotiate and sign amendments to the Cycle 5 Funding Agreement and the Cycle 6 Funding Agreement to affect the provisions of this Resolution.
2. Annual funding for the EULR Project shall be consistent with and subject to Energy Trust’s board-approved annual budgets and two-year action plans.

Moved by: Alan Meyer

Seconded by: Roland Risser

Vote: In favor: 8

Abstained: 0

Opposed: 0

## **Review Financial Audit by Moss Adams** (Jennifer Price, Ashley Osten, Wendy Campos)

Erik Andersson rejoined the call at 1:30 p.m.

Staff from auditor Moss Adams joined the meeting to present 2019 audit results. Moss Adams presented a report indicating an unmodified opinion, the highest level of assurance indicating that financial statements were provided fairly by staff, with no difficulties encountered during the process.

Moss Adams staff presented an update on recent legislative changes that may have implications for Energy Trust, including legislation related to the coronavirus such as the Family First and CARES acts. The board asked about the impact of CARES on nonprofits. Moss Adam reported many nonprofits are

taking advantage of the loans, and several foundations are also supporting their grantees financially. However, there are also many large nonprofits that do not meet the requirements but still need help.

## **Board Decision R908**

### **Audited Financial Statements**

April 08, 2020

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#### **RESOLUTION 908**

#### **ACCEPTANCE OF AUDITED FINANCIAL REPORT**

**BE IT RESOLVED:** That Energy Trust of Oregon, Inc., Board of Directors accepts the auditor's report on the financial statements, including an unmodified opinion, submitted by Moss Adams LLP for the calendar year ended December 31, 2019.

Moved	Roland Risser	Seconded by: Alan Meyer
by:		
Vote:	In favor: 9	Abstained: 0
	Opposed: 0	

## **Savings Within Reach Request for Loan Funds R909 (Andrew Shepard)**

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Staff requested continued support for the Savings Within Reach On-bill Repayment loan product by replenishing capital support to Craft3, the loan provider. Energy Trust has previously provided funding for these loans and Craft3 matches those funds to create a capital fund to support income-qualified homeowners through the program. The program has so far loaned out \$2 million of funds, and staff is currently requesting approval to provide an additional \$500,000 to Craft3 for the loan fund that would last two more years when combined with Craft3 matched funds.

The board expressed broad support for making low-cost financing accessible through this program. This program offers an innovative financing solution that benefits both contractors and homeowners, who can make capital upgrades with no money out of pocket. Staff added that Craft3 has proactively offered options to homeowners who may not be able to make payments at this time.

Kari Greer of Pacific Power offered a public comment to clarify that Energy Trust's utility partners support on-bill financing programs. PGE, Pacific Power and NW Natural have been performing loans and on-bill repayment for years and utility bills are the mechanism by which this program is delivered.

## **Board Resolution 909**

### **Using Reserve Funds in Energy Trust's Organization Contingency Pool To Supplement An Existing Savings Within Reach Loan Fund With Craft3**

April 08, 2020

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**RESOLUTION 909**  
**USING RESERVE FUNDS IN ENERGY TRUST'S ORGANIZATION CONTINGENCY POOL TO**  
**SUPPLEMENT AN EXISTING SAVINGS WITHIN REACH LOAN FUND WITH CRAFT3**

**WHEREAS:**

1. Energy Trust's residential energy efficiency program provides cash incentives to moderate income single family and multi-family customers for energy efficiency upgrades through a program called Savings Within Reach (SWR).
2. Since 2013, Energy Trust, Craft3, a community development financial institution, Pacific Power, Portland General Electric and Northwest Natural, have worked together to formulate and operate a loan program, with on-bill repayment, for SWR participants.
3. Working with Energy Trust and the utilities listed above, Craft3 developed a loan product specifically for SWR participants, providing an accessible and fairly priced source of credit to help pay for a portion of costs for energy efficiency upgrades. The loan product developed by Energy Trust and Craft3 and the utilities helps address financing barriers to participation in Energy Trust's residential energy efficiency programs by providing, among other things, "on-bill repayment," the opportunity for loan repayment through the monthly utility billing process (the "SWR Loan Product").
4. Craft3 requested, and Energy Trust provided, a portion of loan fund capital to establish a revolving loan fund pool to support the SWR Loan Product. To date and through two revolving loan agreements with Craft3, Energy Trust has provided \$800,000 in revolving loan fund pool capital, provided out of excess reserve funds in Energy Trust's Organization Contingency Pool.
5. Craft3 has provided more than \$1.4 million in loan fund capital to date for the SWR Loan Product.
6. The SWR program, and the SWR Loan Product, continue to provide needed support for moderate income customers of Energy Trust's residential programs, and demand for the SWR Loan Product continues to expand.
7. To build on and ensure continued support with the SWR Loan Product, Energy Trust proposes to provide an additional \$500,000 in loan fund capital.
8. Energy Trust proposes to enter into a third revolving loan agreement with Craft3 to increase the SWR loan fund capital. To fund this loan to Craft3, Energy Trust staff is proposing using funds from the Organization Contingency Reserves pool of Energy Trust's Contingency Reserves.
9. Energy Trust's Using Reserves Policy requires prior board approval before utilizing the Organization Contingency Reserves pool. Energy Trust staff recommends utilizing funds in the organization contingency pool to provide additional loan fund capital to Craft3 for the SWR Loan Product.

**It is therefore RESOLVED:**

1. The Executive Director is authorized to use up to \$500,000 currently accounted for in the Organization Contingency Reserves pool to supplement that revolving loan fund capital for the SWR Loan Product (the "SWR Loan Fund"); and
2. Energy Trust is authorized to negotiate and enter into a 15-year revolving loan agreement with Craft3 to provide the capital to supplement the SWR Loan Fund, with terms and conditions that provides repayment to Energy Trust with interest, provides for termination procedures for the loan agreement resolution in the event that Energy

**Trust ceases operations in 2025 and otherwise provides Energy Trust ratepayer funds with sufficient protection.**

Moved by: Erik Andersson

Seconded by: Alan Meyer

Vote: In favor: 9

Abstained: 0

Opposed: 0

**TRC Contract Extension for Residential PDC EPS New Construction Services, CLEAResult Contract Extension for Retail PDC Services, CLEAResult Contract Extension for Residential PMC Services (Marshall Johnson)**

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Staff presented a request to extend three residential program management and delivery contracts by one year through 2021. The residential program is delivered in coordination across these three contracts. The residential programs--including home retrofit, new home construction and retail--were originally consolidated through a program redesign in 2017. Staff reviewed how the contracts work together to allow residential offerings to remain cost-effective and efficient. Staff presented the criteria to extend the contracts, which is tied to program achievement, and described how each of the contractors have satisfied the extension criteria

The board asked how competitive the original request for proposal was during the most recent rebid. Staff reported there was relatively good competition, including about three compelling bids for the program management contractor role. More than eight program delivery contractors competed for the delivery scopes. The contracts were awarded based on capacity to address and manage through residential market code changes.

The board had no objections to the proposed extension.

**Cascade Energy Contract Extension for Production Efficiency Standard Industrial and Agriculture PDC (Jessica Kramer)**

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Staff presented an update on plans to extend a contract for a program delivery contractor to continue delivering standard industrial and agriculture programs for one year through 2021. Jessica Kramer reviewed how the production efficiency program is structured such that the program delivery contractor works directly with trade allies, contractors and vendors rather than the customers themselves. Cascade Energy was originally approved by the board in 2016 for a three-year contract with two one-year extensions, of which this would be the final year. Jessica Kramer described how Cascade has met the extension criteria for their program delivery contract. Cascade has over performed in previous years and demonstrated strong achievement in 2019 in key areas like customer acquisition, maintaining a strong project pipeline, customer service, quality control and other performance criteria.

The board expressed appreciation of the explanation provided by staff and was impressed with learning Cascade achieved a 100% fast feedback score for customer service and was able to increase customer engagement in rural areas like Klamath Basin.

The board had no objections to the contract extension.

**Legislative Report (Jay Ward, Hannah Cruz)**

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Staff presented a routine state legislative update. This year's session began February 3, and staff reviewed the energy-related bills that were monitored. The session saw only three bills passed by the Legislature, none of which were energy related.

After the session adjourned, the Legislature's Emergency Board met to discuss emergency legislative funding requests. It approved emergency allocations including funding for flood relief in the Pendleton area for coronavirus response and for the Department of Environmental Quality to implement greenhouse gas reduction efforts. Gov. Kate Brown also signed an executive order (EO 20-04) directing the Environmental Quality Council and Department of Environmental Quality to act to reduce and regulate greenhouse gas emissions to at least 45% below 1990 levels by 2035 and 80% by 2050. The order includes several directives to the OPUC, including considering carbon emissions during review of utility investments; prioritizing programs that decarbonize the energy sector; and encouraging utilities to invest in transportation electrification. The order also directed the Oregon Department of Energy to adopt appliance efficiency standards and directed the Oregon Building Codes Division to improve efficiency in building codes.

The board discussed whether the Legislature has a mechanism to meet remotely for a special session. While there are no rules around remote access, participants need to be physically present to cast a vote.

The board talked about timing for when Oregon may receive federal funding in response to the coronavirus. Staff reviewed activity from the Joint Coronavirus Committee, which was convened on March 18. Staff is reviewing which provisions of the federal CARES Act might offer opportunities for Energy Trust, customers, trade allies and stakeholders.

## Adjourn

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The meeting adjourned at 3:05 p.m.

A special board meeting session will be held virtually on August 13, 2020.

**The next regular meeting of the Energy Trust Board of Directors Board Orientation** will be held Tuesday, May 19, 2020, at 8:00 a.m. either virtually or at Energy Trust of Oregon, Inc., 421 SW Oak Street, Suite 300, Portland, Oregon.

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Signed: Mark Kendall, Secretary

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Date

# Tab 2

# Audit Committee Special Meeting

March 30, 2020

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## Board members in attendance

Anne Root, Henry Lorenzen, Mark Kendall, Melissa Cribbins (ex officio)

## Staff and others in attendance

Cheryle Easton, Michael Colgrove, Michelle Spampinato, Pati Presnail, Steve Lacey, Ashley Osten (Moss Adams), Jennifer Price (Moss Adams), Karen Ward (external member)

## Report of Independent Auditors

Moss Adams completed the financial audit of Energy Trust for the year ended December 31, 2019. Jennifer Price and Ashley Osten presented their findings, a high-level overview of financial results, and their standard communication with those charged with governance.

The audit went very well, materials were provided by staff promptly, and the organization was cooperative. Internal controls such as segregation of duties are appropriately used. The auditors were complimentary of staff.

Once again, Energy Trust received an Unmodified Opinion; which is the best a company can receive.

In addition to performing the audit, the auditors from time to time provide suggestions for improvements, based on best practices they observe across their client base. Energy Trust always benefits from this perspective. This year Moss Adams did not have any additional insights to share with the committee.

## High-level financial results

Ashley provided observations on the changes in financial position, including the increase in assets (6%), liabilities (13%), and net assets (2%). She further remarked on changes in revenue (decreased 2%) and expenses (increased 5%).

## Auditor Report

Jennifer and Ashley presented the standard communications with those charged with governance, who are represented by the audit committee. In this communication the auditors disclose the respective duties of auditor, committee, and management, whether or not the financial statements were presented fairly and in conformity with US Generally accepted accounting principles, and if any, notes of concern.

## Accounting Developments

In 2019, US GAAP changed how entities should recognize revenue, so that revenue matches performance requirements in contracts. Ashley performed an extensive analysis of Energy Trust funding to determine that Energy Trust continues to properly record revenue in the period it is earned.

There are two upcoming changes that take effect in 2021. Accounting for leases will require that Energy Trust record as an asset and a liability the value of the portion of the building we lease. Moss Adams will provide worksheets to help assess the value. Capitalization of cloud computing software development also goes into effect in 2021. Previously, Energy Trust was required to calculate and capitalize development cost of owned software, but the old rules

excluded software that was essentially leased. This rule predated the existence of cloud applications, so the new rule closes that gap.

**Questions**

Henry asked why the SAS letter said this communication is between Moss Adams and the board and management of Energy Trust, and not public. The auditors explained that the audit report can be made public, but the letter itself is not. Henry further asked about a management letter. The auditors explained that some clients do request a management letter to contain findings and recommendations that may be of a sensitive nature. Moss Adams has not been asked to provide a management letter, and because there were no findings in the audit, it was not necessary.

Henry asked about the nomenclature of 'unmodified opinion' and Ashley confirmed this newer terminology replaces what used to be an 'unqualified opinion'.

Henry asked for further explanation of how the auditors audit allocations, in particular staff time. Ashley and Jennifer explained that allocations are estimates, and the auditors do evaluate the estimates through a lens of reasonability and materiality, but do not perform transaction testing.

Karen Ward asked how working at home has changed the control structure. Pati explained this is new for us, but that ETO's IT department is making sure finance users have secure setups at home.

**Next Steps**

The audit is complete. Once the management disclosure letter is received, a final version will be sent to staff. Ashley, Jennifer, and tax partner Wendy Campos will attend the upcoming board meeting. Once the board accepts the audit report as part of that meeting, staff will publish the report on the website and send a copy to the OPUC.

**The next meeting of the audit committee: TBD in July 2020 to receive the 401k audit results**



# Tab 3

## Compensation Committee Meeting Notes

April 15, 2020, 2:00 p.m.

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### **Board members attending (by teleconference)**

Roland Risser (committee chair), Susan Brodahl, Eric Hayes

### **Staff attending (by teleconference)**

Amanda Sales, Michael Colgrove, Debbie Menashe

### **Others attending (by teleconference)**

Jeff Gates, Ryan Christiansen, Shelby DeSiervo, Cable Hill Partners; Ann Konrad, Greg Akian, Principal Financial

Roland Risser, chair of the committee, called the meeting to order, commenting about the significant market changes that had occurred since the committee's last meeting.

Greg Akian, Principal Financial, provided an overview of Principal's monitoring of the COVID-19 crisis impact on the economy and its retirement plan record keeping roles. In a volatile market like the current one, Principal continues to provide customer service and tools to assist plan participants and employers. In addition, Principal supports plan trustees, like Energy Trust, by ensuring that plan documents reflect changes authorized by government program and policies. The committee authorized staff to complete the plan revisions that will permit plan participants to take advantage, if needed, of plan hardship loan offerings associated with COVID-19 and loan opportunities for student debt payments make possible through the SECURE Act.

Jeff Gates, Cable Hill Partners, advised the committee about the performance of the plan's fund. While the plan scorecard, usually reviewed by committee members, was not yet ready, Jeff reported that preliminary review revealed no significant changes in fund scoring for quarter one 2020. The scorecard will be forwarded to the committee when ready, and Cable Hill Partners will be available for questions. Staff will, in the future, make sure that committee meetings are scheduled to coincide with the scorecard for reviews.

Ryan Christiansen of Cable Hill Partners described the firm's plans to educate Energy Trust staff in these volatile times. Cable Hill Partners provides information to plan participants and will host virtual trainings in the coming weeks. Specific topics to be covered are how hardship withdrawals are permitted without penalty, plan loan limits increased to \$100,000 from \$50,000, outstanding loan payment deferment extensions authorized. All these COVID responses require plan participants to self-certify on hardship.

Ryan, Shelby and Jeff stressed that information about these hardship supports must be communicated along with education about the risks. Withdrawals in a depressed market can have significant long-term detriments to financial planning, for example. The committee strongly supported ongoing education to plan participants during this time.

## Compensation Committee Meeting Notes

Jeff and Amanda Sales discussed how the committee had planned to begin consideration of auto-escalation features for plan participation. All agreed to defer that discussion until the COVID-19 crisis is passed. Future topics that plan members expressed interest in our plan governance, trends in employee benefits and student loan debt implications. Jeff and Amanda will work together to make plans for these topics, keeping auto-escalation discussions in mind when appropriate.

The final topic on the agenda was a review of Energy Trust's performance management process for 2019 employee performance. Amanda will forward the slide deck to committee members and take any questions over email.

**The next Compensation Committee meeting will be scheduled for August 2020. Information on scheduling to follow.**

# Tab 4



# Energy Trust of Oregon Resideo Thermostat Optimization Pilot Report

Submitted by Apex Analytics, LLC  
February 25, 2020

## 1. Executive Summary

This report presents the findings from Energy Trust of Oregon's (Energy Trust's) Resideo (formerly Whisker Labs) Connected Savings Pilot ("Connected Savings Pilot").<sup>1</sup> The Connected Savings Pilot offers existing Portland General Electric (PGE) Bring-Your-Own Thermostat (BYOT) Demand Response (DR) Pilot ("PGE DR Pilot") participants an opportunity to optimize their thermostat setpoint and schedules for potential energy efficiency savings. Energy Trust hired Apex Analytics (Apex) to estimate the winter and summer electric (kWh) and natural gas (therm) savings associated with the Connected Savings Pilot. This report details the findings from the 2018/2019 winter and 2019 summer seasons.

According to combined runtime and billing analysis, the Resideo Connected Savings service achieved significant energy savings for the 2018/2019 winter heating season and 2019 summer cooling season. Combined runtime and billing analyses found reductions of 3.2% primary heating fuel savings and 5.1% fan electric savings for thermostats connected to furnaces. For heat pumps, we found reductions of 4.0% of heating electric use. For central air conditioning systems, we found reductions of 3.9% of cooling electric use. These reductions are shown in absolute and percentage energy savings in Table 1.

**Table 1. Combined Per-Thermostat Energy Savings for the Connected Savings Pilot, by System and Fuel Type**

System	Season	Fuel	TMY* Savings	90% CI*	Relative Precision	Savings as % of TMY Heating or Cooling Load
<b>Gas Furnace</b>	Winter	Therms	16	±7	±44%	3.2%
<b>Electric Furnace**</b>		kWh	414	±170	±41%	3.2%
<b>Furnace Fan***</b>		kWh	49	±22	±45%	5.1%
<b>Heat Pump</b>		kWh	177	±146	±82%	4.0%
<b>Air Conditioner</b>	Summer	kWh	31	±26	±84%	3.9%

\* TMY–Typical meteorological year; CI–Confidence interval.

\*\* Electric Furnace values calculated using Gas Furnace values converted to kWh.

\*\*\* Furnace fan savings are calculated from the weather-dependent electricity consumption of homes with gas furnaces

<sup>1</sup> In May 2019, Resideo Technologies acquired energy efficiency technology from Whisker Labs and hired the team behind it.

Resideo Connected Savings offers thermostat schedule optimization for energy efficiency on a broader range of thermostats and uses a different optimization approach than the Nest Seasonal Savings service. However, we found minimal overall differences in savings and opt-out frequency<sup>2</sup> between the two services, with the caveat that we adjusted our estimated savings in winter to exclude software issues that were not corrected until after the winter season concluded. The Nest Seasonal Savings Pilot (“Seasonal Savings Pilot”)<sup>3</sup> did not have these issues and therefore no correction was needed.

***Conclusion 1: The Resideo Connected Savings Winter and Summer service provided significant gas and electric savings, at similar levels to the Nest Seasonal Savings service. The precision of the winter savings estimate was lower for heat pumps and air conditioners (82% at 90% confidence) than for natural gas furnaces (44% at 90% confidence).***

***Recommendation 1: Energy Trust should adopt the per-thermostat savings values shown in Table 1 for future Connected Savings schedule optimization programs. If Connected Savings is expanded into a larger program, Energy Trust could use a similar design to this study for heat pumps only to revisit auxiliary heating use and the precision of the savings estimate. Future programs should measure savings for a larger sample of heat pumps (>1,000) and air conditioners (>2,000) in the treatment group to improve the precision levels.***

***Conclusion 2: The promise—and benefits—of an expanded schedule optimization service across multiple thermostat vendors were diminished by data connectivity and functionality issues. In particular, the PGE DR service conflicted with the Energy Trust schedule optimization service, while the ecobee API experienced disruptions to connectivity and suffered interim data loss.***

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<sup>2</sup> This study did not include customer feedback; comfort levels were estimated based on surveys from Seasonal Savings and opt-out rates.

<sup>3</sup> Apex Analytics, Demand Side Analytics, “Energy Trust of Oregon Nest Thermostat Seasonal Savings Pilot Evaluation”, November 22, 2017. Available online at: <https://www.energytrust.org/wp-content/uploads/2017/12/Energy-Trust-of-Oregon-Nest-Seasonal-Savers-Pilot-Evaluation-FINAL-wSR.pdf>

***Recommendation 2:*** Future multipurpose solutions to digital DR and energy efficiency needs should be vetted to ensure that both services can be delivered seamlessly without one impacting the other. Future evaluations of third-party thermostat algorithm services should plan for the possibility of data loss when conducting power analysis.

***Conclusion 3:*** The Resideo Connected Savings service impact on participants' home comfort levels is uncertain.

***Recommendation 3:*** While it is appropriate to consider the qualitative findings on comfort from the Seasonal Savings Pilot as a proxy for the Connected Savings Pilot, Energy Trust should consider a survey similar to the one conducted for the Seasonal Savings Evaluation to assess home comfort and satisfaction with the Pilot.

***Conclusion 4:*** The Resideo Connected Savings Summer service provided significant electric savings, higher than the Nest service. The precision of the savings estimate was low (80% at 90% confidence) but still significant. Our combined runtime and billing analyses found reductions of 3.9% savings for central air conditioning systems.

***Recommendation 4:*** Energy Trust should adopt the per-thermostat savings values shown in Table 1 for future Connected Savings seasonal optimization programs.



# MEMO

**Date:** March 20, 2020  
**To:** Board of Directors  
**From:** Dan Rubado, Evaluation Project Manager  
Ryan Crews, Residential Program Manager  
Jackie Goss, Sr. Planning Engineer  
**Subject:** Wrap-up Memo for the Resideo Thermostat Optimization Pilot

## Introduction

In 2018, Energy Trust was presented with an opportunity to work with Portland General Electric (PGE) to test a new thermostat optimization software service developed by Whisker Labs (now Resideo). According to Resideo, its optimization service could save energy with any internet-connected thermostat by creating more aggressive setbacks at times least likely to impact occupant comfort. In addition to thermostat optimization, Resideo sends regular communications to customers that include HVAC system performance compared with others and tips to save energy. Resideo paired this thermostat optimization service with demand response (DR) capabilities under a single platform branded “Connected Savings.” The ability to work with utilities to do both thermostat optimization and DR was appealing, as was the ability to work across thermostat manufacturers, including models without any smart features.

## Pilot Design

PGE’s DR pilot with Resideo provided a good opportunity for Energy Trust to test Resideo’s optimization service in conjunction with the DR service at a low cost. Energy Trust designed an experiment that would run on top of PGE’s DR pilot. When PGE customers signed up for the DR pilot, they were also asked to agree to the terms of the optimization service and were then randomly assigned to treatment and control groups. In this way, Energy Trust was able to conduct a randomized controlled trial to test the impact of the optimization service on home energy usage, independent of the DR service. Apex Analytics was hired as the evaluator to analyze the energy savings from the pilot. For the pilot, Resideo rolled out the Connected Savings optimization and DR services to ecobee and Honeywell internet-connected thermostats.

## Summary of Findings

Overall, we learned the following from the pilot. Each point is discussed in more detail below.

- There were technical issues with the optimization service that affected the evaluator's ability to determine energy savings. The level of certainty in the savings results was lower than expected.
- The evaluated heating energy savings were small but significant and comparable with Nest's Seasonal Savings service. In addition, significant cooling savings were demonstrated. Although savings are somewhat uncertain, Energy Trust will adopt the values in the evaluation report for use in future campaigns because they represent the best available information and they are similar to previous thermostat optimization results obtained from Nest Seasonal Savings.
- The pilot was conducted in Western Oregon, so the results only reflect heating and cooling savings for the climate zones within that region.
- Additional research is needed to determine if Energy Trust's assumed one-year measure life for thermostat optimization services is valid.
- There was a low level of attrition from the pilot, with only a small number of customers opting out due to discomfort.
- Due to the acquisition of Whisker Labs by Resideo (i.e. Honeywell), it is unlikely that the Connected Savings optimization service will be expanded to other thermostat brands.
- One possibility for achieving additional savings through smart thermostats in the future is the manufacturers' ability to diagnose HVAC system issues remotely and alert customers.
- Energy Trust is currently enrolling customers in Resideo's thermostat optimization service and hopes to achieve significant participation numbers by the end of 2020.

### **Technical Issues with Thermostat Optimization**

The evaluation of the Resideo thermostat optimization pilot did not provide the clear-cut results we would normally expect from a randomized controlled trial. There were two major technical glitches Resideo encountered during the implementation of the pilot that both reduced savings and made it more difficult to measure the true impact of the optimization service. Rather than working in tandem with each other, Resideo's optimization and DR services had a conflict when they were deployed together in the same home. During PGE's DR events in February 2019, homes in the optimization treatment group that received the DR signal responded erratically, in some cases overriding the DR events and in other cases dropping setpoints much lower than intended. Resideo says it resolved the issue, but it still disabled daytime optimization in some affected devices to reduce the risk of further DR conflicts. More testing needs to be done by Resideo to ensure the proper staging of optimization and DR services. However, Resideo has assured Energy Trust it has fixed the issue and can now roll out DR events on top of optimization setbacks by temporarily disabling optimization during DR events.

In a separate incident, Resideo accidentally delivered the optimization service to the pilot's control group for the last six weeks of summer. Both of these issues decreased the initially observed energy savings, but these effects were factored out in the evaluation since these events were expected to be one-time glitches.

In addition to the implementation issues, Resideo encountered problems obtaining runtime data from the two thermostat manufacturers, which was intended to be used in the evaluation of the service. Resideo had problems with the Application Programming Interfaces (APIs) that allowed it to access data from ecobee and Honeywell thermostats, which caused data to be lost for some devices. There was also an extended period during the winter season when thermostat connectivity issues and server outages caused widespread data loss. For the summer season, many devices did not have a sufficient history of data going back to the previous summer to conduct a pre/post analysis. These issues, combined with smaller data quality issues, added up to a loss of roughly 30% of sites from the winter runtime analysis and nearly 60% of sites from the summer runtime analysis. There were also significant losses in data coverage for those sites that remained.

This level of data loss substantially increased the error bounds of the results and, more importantly, may have disrupted the randomized design of the study and introduced bias. It is difficult to assess the impact of this bias, but we do know that the remaining treatment and control groups were not equivalent in the baseline period. Fortunately, the evaluation was able to independently assess savings through monthly billing analysis, where levels of attrition were roughly 10%, comparable with typical billing analysis. However, the billing analysis results were imprecise due to the monthly nature of the data and high variability compared with the magnitude of savings. The results of the runtime and billing analyses were combined to improve the precision and hedge against possible bias.

### **Energy Savings Results**

The evaluation results show significant winter heating savings for gas furnaces, electric furnaces and ducted heat pumps. In addition, the evaluation observed a small amount of summer cooling savings for central air conditioners and ducted heat pumps. These results are dependent on typical weather and the absence of technical glitches. They also assume that customers will continue to receive regular communications from Resideo about HVAC system performance and energy saving tips. While these results are not as precise or definitive as we hoped to see, they do indicate Resideo's optimization service produces small but statistically significant energy savings across the board and are comparable to energy savings from Nest's Seasonal Savings service. The pilot's findings and energy savings values will be incorporated as deemed savings into an updated Measure Approval Document and measure cost-effectiveness screening.

### **Savings Beyond PGE Territory**

The pilot was conducted in PGE territory in Western Oregon, so the findings don't provide any information about potential heating savings in Oregon's other climate zones. Heating savings may differ in the colder climates east of the Cascades, and cooling savings may differ in regions with hotter summers like Southern Oregon. In the short term, Energy Trust may assume heating and cooling savings simply scale with weather differences in different climate zones.

As Energy Trust rolls out the Resideo Connected Savings service on a larger scale, we will continue to assess savings, especially in regions not included in the pilot. Energy Trust plans to hold back a random 10% of enrollees in the service as a control group and continue to collect runtime data from Resideo. Once a sufficient number of participants are enrolled and have been treated with the Resideo service for a full year, Energy Trust will be able to re-analyze energy savings and make distinctions between climate zones. At that juncture, Energy Trust may also be able to analyze pilot participants no longer enrolled in the service to assess persistence.

### **Measure Life**

Energy Trust currently assumes a one-year measure life for both Nest Seasonal Savings and Resideo Connected Savings. However, it is unclear how long savings from either of these services would persist if participating thermostats stopped receiving commands through their respective services. It is also not known if savings continue to grow year over year if a device stays enrolled in the optimization service. There is some reason to believe the Nest and Resideo algorithms function differently and that persistence may differ accordingly. Research on the persistence of savings is needed but may be challenging because it requires a high degree of collaboration and data sharing with Nest and Resideo.

### **Participant Satisfaction and Attrition**

While planning the pilot, Energy Trust was concerned about participant satisfaction and comfort, given the optimization service achieves savings by setting thermostats to less comfortable temperatures. Although the evaluation did not involve customer surveys or a direct assessment of comfort, it did monitor opt-outs and other types of attrition reported by Resideo. Through the pilot evaluation, we learned the attrition rate was about 5% in winter and 3.5% in summer, including opt-outs, disconnections and move-outs. About 40% of attrition came from opt-outs, which were primarily due to discomfort, as reported by Resideo. Given that participants could override the automated setbacks and were given the option to opt-out at any time, we believe that 5% attrition demonstrates an acceptable level of comfort was maintained in most homes. We plan to follow up on this question in 2020 with a participant survey to assess satisfaction and comfort.

### **Expanding to More Thermostat Brands**

Energy Trust was originally interested in Resideo's ability to work with many different thermostat manufacturers and had hoped to expand coverage of thermostat optimization across major brands. Unfortunately, the future of the Resideo optimization service will likely focus on Honeywell thermostats since Resideo is a spinoff from Honeywell, encompassing Honeywell's thermostat business line. Resideo acquired Whisker Labs part way through the pilot and is unlikely to expand the reach of its optimization service to its competitors. While this does limit the future potential of Resideo's optimization service to Honeywell thermostats, it should be noted that Honeywell is a dominant thermostat brand in the region and has a large base of existing devices.

Separately, ecobee has developed an optimization service called eco+, which it is rolling out to all customers with no involvement from utility programs. This may have the effect of increasing the base level of energy savings for ecobee thermostats that enroll in the eco+ service without the need for Energy Trust to coordinate further intervention.

### **Future Diagnostic Services**

Nest, Resideo, and ecobee have all been developing algorithms to identify potential HVAC system issues by monitoring thermostat runtime and temperature data. This is an area of interest for Energy Trust and may warrant further research. Once a potential issue is identified, the vendors could notify the customer and refer them to an HVAC contractor in their area. This ability to help identify maintenance issues early and encourage customers to fix them could result in additional savings from improved system performance. Further investigation is needed to determine how well these algorithms work, what types of maintenance issues can be identified and resolved, and how much energy savings might be expected. It is unclear how Energy Trust would be involved in this process, but we could potentially identify a pool of trade ally contractors to work with or provide incentives to reduce the cost of maintenance work.

### **Next Steps**

Energy Trust is currently enrolling participants with Honeywell thermostats in Connected Savings across the state. Post-pilot uptake of the optimization service has been limited, primarily due to less effective recruiting methods employed by Resideo compared to PGE during the pilot. In addition, there is no customer facing incentive for opting into Connected Savings, which differs from the pilot, where PGE provided incentives to get customers enrolled in the DR portion of the pilot. However, Energy Trust is investigating alternative recruiting methods and hopes to obtain more participants by the end of 2020. This will allow for additional research, including research on savings in other climate zones, measure life, participant satisfaction and integration with DR.

Between Nest Seasonal Savings, Resideo's Connected Savings, ecobee's eco+ service and optimization services being developed by other thermostat manufacturers, Energy Trust sees a large amount of savings potential in thermostat optimization if it can reach a broad cross-section of homes across the state.

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# MEMO

**Date:** March 23, 2020  
**To:** Board of Directors  
**From:** Dan Rubado, Evaluation Project Manager  
Andrew Shepard, Sr. Project Manager – Residential  
Jackie Goss, Sr. Planning Engineer  
**Subject:** Wrap-up of the Extended Capacity Heat Pump Pilot

## SUMMARY

Energy Trust launched a pilot to learn more about Extended Capacity Heat Pumps (ECHPs) in 2018. ECHPs are a quickly emerging technology at the top end of the variable capacity heat pump (VCHP) market, often referred to as cold climate units. The primary pilot goal was to learn more about the performance of these systems compared with standard VCHP models and validate preliminary energy savings estimates. The pilot investigated sources of savings, including standby energy use, low temperature capacity, auxiliary heat use, defrost cycles, and cooling. The pilot also investigated optimal sizing, installation, and commissioning strategies to increase savings. Pilot activities included providing incentives for ECHPs, recruiting and training contractors, and conducting market research, a power metering study, and electricity billing analysis.

The pilot showed that ECHPs had improved energy performance at cold outdoor temperatures and produced 1,300 kWh per year of energy savings, on average, over standard VCHPs installed in comparable scenarios across all heating zones. This estimate is reasonably precise and was corroborated by power metering of a small sample of ECHP and VCHP systems. ECHPs also provide a small amount of peak demand savings in the winter. The pilot did not identify any standby mode or cooling savings. Average installed costs of ECHPs were \$15,790, resulting in an incremental cost above standard VCHPs of roughly \$1,100.

Best practices for sizing, commissioning, and installation have not been established for VCHPs, but some recommendations are beginning to emerge. It may be possible to further improve the energy performance of ECHP systems over time by encouraging contractors to disconnect auxiliary heat in some cases, developing commissioning and setup best practices, providing guidance on proper system sizing, and working with manufacturers to develop energy saving features like improved crank case heaters and defrost cycles. If extended capacity technology is successful and Energy Trust can increase its penetration in the top end of the heat pump market, then the technology may work its way into less expensive heat pump tiers. Extended capacity technology has the potential for broad market transformation, improving the energy performance of heat pumps across the board.

Energy Trust is currently wrapping up its coordinated research activities on ECHP systems and winding down the pilot. Energy Trust will create a new deemed savings measure and incentive for ECHPs based on the pilot findings. The Residential program plans to begin supporting ECHP systems more broadly with a market-based incentive by July 2020. Energy Trust will conduct research and evaluation on ECHPs in the coming years as needed and encourage manufacturers to bring additional technology improvements to market.

# Tab 5



## March 2020 Financial Statements

### Revenue

Revenue through March is 2% below budget overall, well in tolerance levels. Revenues to be watched most carefully are PGE 838 revenues and Cascade Natural Gas, although both may be timing of rate filings and not consequential for the year.

	Actual to Date	Budget to Date	Variance	Pct Variance	Prior YTD
PGE PPC 1149	8,566,053	8,556,474	9,579	0%	8,534,840
PGE 838	14,060,081	15,202,775	(1,142,694)	-8%	16,833,909
PGE Renewables	2,477,020	2,445,498	31,522	1%	2,441,131
PAC PPC 1149	6,068,611	6,123,730	(55,119)	-1%	6,307,621
PAC 838	9,438,384	9,645,416	(207,032)	-2%	9,601,567
PAC Renewables	1,749,975	1,755,341	(5,366)	0%	1,813,739
NWN	10,550,401	10,365,822	184,579	2%	10,495,825
CNG	1,070,843	1,216,114	(145,271)	-12%	1,356,954
Avista	518,323	518,322	1	0%	522,968
NWN Washington	850,761	852,094	(1,333)	0%	800,000
<b>Total Utility Revenue</b>	<b>55,350,452</b>	<b>56,681,586</b>	<b>(1,331,134)</b>	<b>-2%</b>	<b>58,708,553</b>
Grant Revenue	13,922		13,922		16,128
Community Solar Revenue	144,114	133,751	10,363	8%	15,835
Revenue from Investments	289,874	250,000	39,874	16%	342,590
<b>Total Utility Revenue</b>	<b>55,798,362</b>	<b>57,065,337</b>	<b>(1,266,975)</b>	<b>-2%</b>	<b>59,083,106</b>

Further monitoring of **April** revenues is shown below, as we watch for potential decreases in collections due to COVID-19 shutdown. This table compares April 2020 to April last year, budget, and the Q1 monthly average. The statistics to watch most closely are variance from budget, and trend decline. The last columns show YTD revenues 4% below budget, versus 2% below budget through the previous month.

	April Last Year	actual v LY	Actual - Month of April	actual v bud	April Budget	actual v Q1	Q1 monthly Average	April YTD - Actual	April YTD - Budget	actual v bud
PPC 1149	2,839,510	-5%	2,695,365	-5%	2,846,707	-6%	2,855,351	11,261,418	11,403,181	-1%
Rev 838	5,007,337	-17%	4,163,924	-8%	4,522,147	-11%	4,686,694	18,224,005	19,724,922	-8%
PPC Renewables	823,532	-5%	783,282	-5%	825,005	-5%	825,673	3,260,302	3,270,503	0%
<b>PGE Total</b>	<b>8,670,378</b>	<b>-12%</b>	<b>7,642,571</b>	<b>-7%</b>	<b>8,193,859</b>	<b>-18%</b>	<b>9,269,960</b>	<b>32,745,726</b>	<b>34,398,606</b>	<b>-5%</b>
PPC 1149	1,992,987	-10%	1,801,632	-7%	1,934,884	-11%	2,022,870	7,870,243	8,058,614	-2%
Rev 838	3,103,601	-13%	2,714,565	-13%	3,117,775	-14%	3,146,128	12,152,949	12,763,191	-5%
PPC Renewables	572,355	-8%	525,579	-5%	553,927	-10%	583,325	2,275,554	2,309,268	-1%
<b>PAC Total</b>	<b>5,668,943</b>	<b>-11%</b>	<b>5,041,776</b>	<b>-10%</b>	<b>5,606,586</b>	<b>-15%</b>	<b>5,907,642</b>	<b>22,298,747</b>	<b>23,131,073</b>	<b>-4%</b>
NWN	2,982,173	-17%	2,472,373	-17%	2,973,820	-30%	3,516,800	13,022,824	14,191,736	-8%
CNG	408,184	-18%	334,985	-8%	365,818	-6%	356,948	1,405,828	1,581,932	-11%
Avista	174,323	-1%	172,774	0%	172,774	0%	172,774	691,097	691,096	0%
NWN Washington			-		-		283,587	850,761	852,094	0%
<b>Total</b>	<b>17,904,001</b>	<b>▼ -13%</b>	<b>15,664,479</b>	<b>▼ -10%</b>	<b>17,312,857</b>	<b>▼ -20%</b>	<b>19,569,518</b>	<b>71,389,585</b>	<b>73,994,443</b>	<b>-4%</b>

**Net Assets**

**Changes:** Net Assets at this time of year are increasing toward their typical seasonal peak. This is because revenues are somewhat higher than average during heating season, whereas incentive expenditures are lowest in the early part of the year, peaking in December.

Net income has increased net assets by \$21 million year to date. Net income offset by the paydown of \$28 million December incentive and other payables, bringing cash and investments down \$7.7 million. These figures can be found on the Balance Sheet, second to last column.

**By Funding Source:** Net Assets by Funding Source

The Craft3 Loans line has been increased by \$500,000 reflecting the board decision to increase loans for savings within reach program. This brings the contingency reserve down to \$2.8 million.

	Beginning Net Assets	Current Year Net Income	Distributed Interest Income (Estimated)	Ending Net Assets
PGE	17,012,201	7,728,031	81,273	24,821,504
PacificPower	11,192,320	4,960,811	53,229	16,206,360
NWN - Industrial	984,268	383,850	4,579	1,372,697
NWN	3,702,232	4,466,486	23,107	8,191,825
Cascade Natural Gas	1,134,247	496,255	5,382	1,635,884
Avista Gas	243,667	245,905	1,427	490,999
Efficiency Programs	34,268,936	18,281,337	168,996	52,719,269
PGE	12,524,040	1,444,772	51,569	14,020,382
PacificPower	6,570,938	519,518	26,592	7,117,049
Renewables Programs	19,094,978	1,964,291	78,162	21,137,431
Washington Programs	417,192	489,760	2,577	909,529
LMI Grant	-	(260)	(1)	(261)
Community Solar	109,104	59,926	541	169,571
Development	19,219	(258)	74	19,035
Craft 3 Loans	2,300,000			2,300,000
Operational Contingency Reserve	2,852,206		39,523	2,891,729
Emergency Contingency Reserve	5,000,000			5,000,000
Contingency Reserves and Loans	10,152,206	-	39,523	10,191,729
Interest Income		289,874	(289,874)	
Total Net Assets	64,061,637	21,084,669	(0)	85,146,304

**Contingent Liabilities**

Energy Trust commits program reserves and expected revenue to fund future efficiency and renewable projects and other agreements. Each of these commitments is contingent on the project being completed according to the milestones established in the agreement. Once a project is complete, the commitment becomes a liability and is paid as quickly as possible from the then-available program reserves.

Current reserves plus future revenue ensure funds are available when commitments come due. Controls prevent over committing against future revenue.

The definitions for commitments of incentives has been modified to exclude pending and expired offers. The definition for this reporting was refined during the audit, and confirmed with program staff.

Contingent liabilities as of March 30, 2020 are as follows:

Efficiency Incentive commitments to be paid in the future	35,300,000
Renewables Incentive commitments to be paid in the future	10,300,000
Estimated In-force contracts for delivery and operations, to be paid in the future	90,000,000
<b>Total contingent liabilities for future commitments</b>	<b>135,600,000</b>

**OPUC Financial Performance Measures**









The two OPUC financial performance measures deal with administrative and program support (as defined by OPUC) and staffing cost (Employee Salaries and Fringe Benefits). We are operating well within the two measures. Although the administrative support appears to be out of line, this is due to a timing difference in the base year, which will resolve.

Administrative and Program Support	less than 8% of revenue	5.5% ok
	less than 10% increase over prior year	23% <b>timing</b>
Employee Salaries and Fringe	less than 9% increase over prior year	9% ok

Details	YTD 2020	YTD 2019	Y/Y Change
Revenue	54,499,692	57,908,552	
Administrative and Program Support	3,018,293	2,460,602	23%
Percent of Revenue	5.5%	4.2%	
Employee Salaries and Fringe Benefits	3,721,833	3,400,074	9%

**Expenses**

Year-to-date spending through March is 2.0% below budget (\$603K). Incentives are above budget, and other line items such as evaluation services, advertising & marketing, and professional services are below budget. We anticipate that some of these variances are timing, but others such as evaluations and professional services will persist and potentially increase due to COVID-19 shutdown.

Total Expenditure	Year to Date		Budget Variance
	Actual	Budget	
Incentives	14,132,005	12,854,674 	1,277,331
Program Delivery Contractors	13,867,207	14,564,121 	(696,913)
Employee Salaries & Fringe Benefits	3,877,333	3,738,664	138,669
Agency Contractor Services	381,641	430,511 	(48,870)
Planning and Evaluation Services	664,959	878,012 	(213,053)
Advertising and Marketing Services	603,565	834,096 	(230,531)
Other Professional Services	605,633	1,271,334 	(665,701)
Travel, Meetings, Trainings & Conferences	58,123	140,423 	(82,301)
Dues, Licenses and Fees	26,916	80,216 	(53,300)
Software and Hardware	141,536	143,228	(1,692)
Depreciation & Amortization	54,589	57,420	(2,832)
Office Rent and Equipment	272,786	285,108	(12,322)
Materials Postage and Telephone	25,102	37,812	(12,710)
Miscellaneous Expenses	2,291	875	1,416
<b>Expenditures</b>	<b>34,713,683</b>	<b>35,316,495</b>	<b>(602,811)</b>

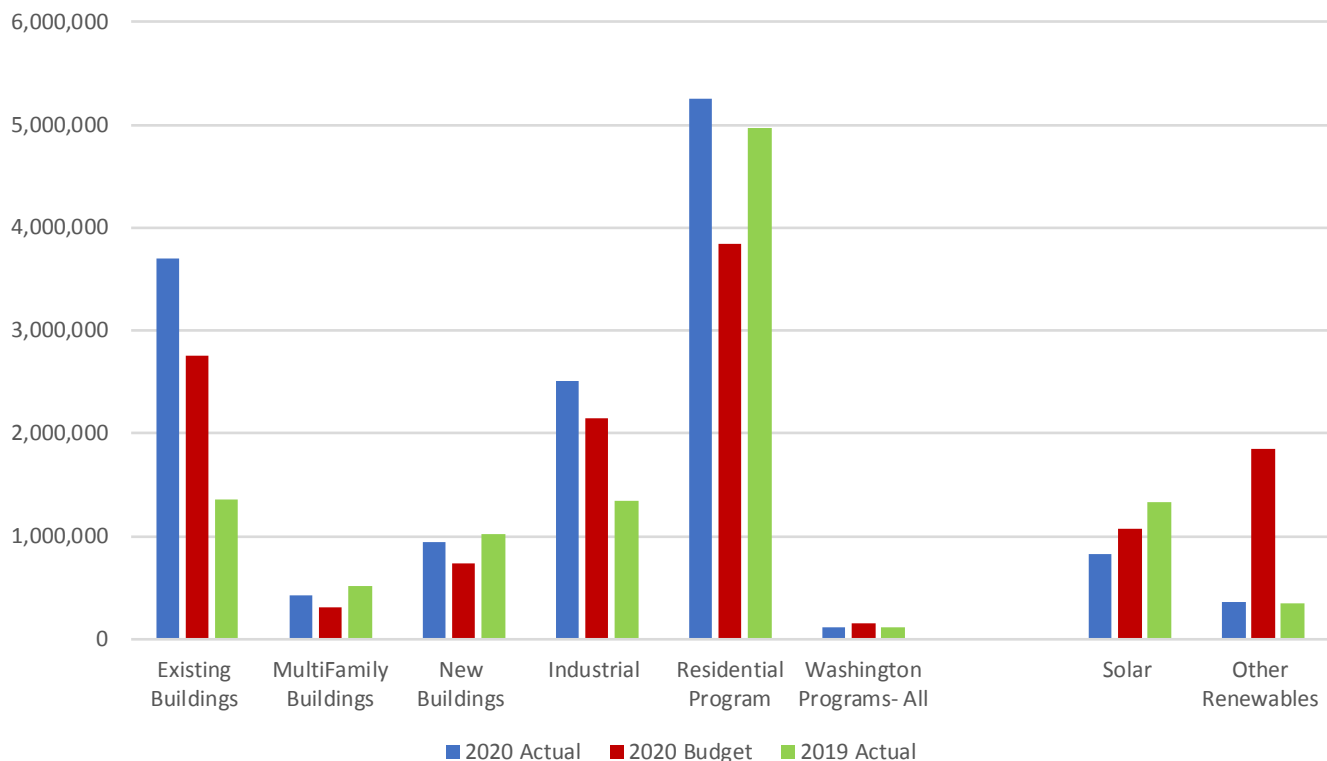
### Incentives Detail

Incentives so far this year are above budget by 10% (\$1.3 million). Compared to last year at this time, we have spent \$2.6 million more overall, with a \$3.1 increase in incentive expense. As shown in the graph below, incentive performance varies considerably between programs, but all Oregon programs are consistently well above budget and prior year.

Other renewables so far below budget is not necessarily an item of concern. The program has very few, but very large projects, and timing of these large projects is difficult to pinpoint to a particular month or quarter.

Incentives to Date	2020 Actual	2020 Budget	Variance from Budget	Percent Variance	2019 Actual
Existing Buildings	3,701,928	2,753,881	948,047	34%	1,358,753
MultiFamily Buildings	424,968	313,655	111,313	35%	515,757
New Buildings	943,320	734,144	209,176	28%	1,017,863
Industry and Agriculture	2,511,002	2,148,554	362,448	17%	1,340,531
Residential Program	5,248,214	3,840,040	1,408,174	37%	4,972,734
Washington Programs- All	109,412	150,941	-41,529	-28%	116,737
Efficiency Incentives	12,938,844	9,941,215	2,997,629	30%	9,322,375
Solar	829,451	1,068,100	-238,649	-22%	1,336,739
Other Renewables	363,710	1,845,360	-1,481,650	-80%	345,989
<b>Total Incentives</b>	<b>14,132,005</b>	<b>12,854,675</b>	<b>1,277,330</b>	<b>10%</b>	<b>11,005,103</b>

2020 Incentives v. Budget and Prior Year  
YTD as of March 2020

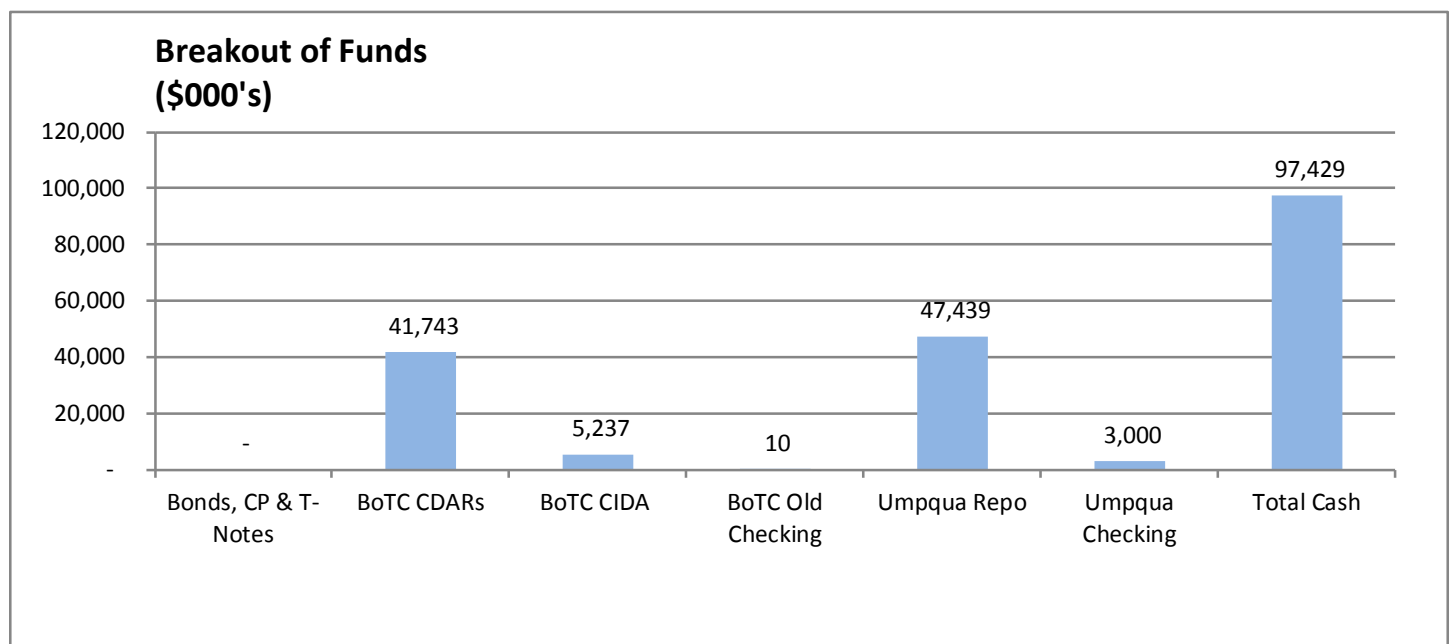


### **Cash and Investment Status**

The graphs below show the type of investments we hold and the institutions where our funds are held. As expected for this time of year, cash levels continue to increase. We reinvested \$13.4 million in CDAR investments this month. The last of our corporate bond holdings matured in March, and converted to cash.

We expect to continue to invest in CDAR's (a bundle of FDIC insured CD's) with maturities of 13 weeks. New CD's are returning much lower rates: 0.15% for 13 week CD's, compared to last year where the average was near 1.4%. This decrease is due to Federal Reserve stimulus decisions.

The column "Umpqua Repo" represents the operating cash balances at Umpqua Bank that are parked in an overnight repurchase account, which is backed by Umpqua Bank.



The average maturity in 2020 through March is 20 days, and the average return is 1.2%. as mentioned above, the average return for the year is expected to drop as current holdings mature.

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Administrative and Program Support	less than 8% of revenue	5.5% ok
	less than 10% increase over prior year	23% <b>timing</b>
Employee Salaries and Fringe	less than 9% increase over prior year	9% ok

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Percent of Revenue	5.5%	4.2%	
Employee Salaries and Fringe Benefits	3,721,833	3,400,074	9%

	2020			2019		
	PUC Grant Funded Total	Program Costs	Administrative and Program Support	PUC Grant Funded Total	Program Costs	Administrative and Program Support
Incentives	14,022,593	14,022,593		10,888,365	10,888,365	
Program Delivery Subcontracts	13,728,249	13,728,249		14,969,237	14,969,237	
Employee Salaries & Fringe Benefits	3,721,833	1,791,366	1,930,466	3,400,074	1,982,318	1,417,757
Agency Contractor Services	373,403	184,793	188,610	321,720	99,182	222,537
Planning and Evaluation Services	653,061	636,993	16,069	539,118	532,007	7,111
Advertising and Marketing Services	600,787	417,659	183,128	473,018	344,313	128,705
Other Professional Services	590,779	454,119	136,660	511,043	344,365	166,678
Travel, Meetings, Trainings & Conferences	56,866		56,865	67,054		67,054
Dues, Licenses and Fees	26,623		26,623	30,532		30,532
Software and Hardware	154,759		154,759	88,716		88,716
Depreciation & Amortization	52,542		52,542	57,453		57,453
Office Rent and Equipment	246,112		246,112	246,863		246,863
Materials Postage and Telephone	24,203		24,203	24,308		24,308
Miscellaneous Expenses	2,256		2,256	2,888		2,888
<b>TOTAL FUNCTIONAL EXPENSE</b>	<b>34,254,063</b>	<b>31,235,772</b>	<b>3,018,293</b>	<b>31,620,386</b>	<b>29,159,787</b>	<b>2,460,602</b>
<b>OPUC Grant / Utility Funded Revenue</b>			<b>54,499,692</b>			<b>57,908,552</b>



Energy Trust of Oregon  
Balance Sheet  
For the Period Ending March 2020



	March	February	December	One Year Ago March	One month change	Year to date change	12 month change
Cash	46,769,885	40,446,555	45,339,145	43,458,198	6,323,331	1,430,740	3,311,687
Investments	41,879,882	48,010,357	51,078,975	53,715,512	(6,130,475)	(9,199,093)	(11,835,630)
Accounts Receivable	239,207	245,264	253,398	217,146	(6,057)	(14,191)	22,060
Prepaid	772,089	842,045	392,897	874,068	(69,956)	379,192	(101,979)
Advances to Vendors	2,170,329	2,868,514	2,094,555	2,302,812	(698,185)	75,774	(132,483)
<b>Current Assets</b>	<b>91,831,391</b>	<b>92,412,734</b>	<b>99,158,970</b>	<b>100,567,737</b>	<b>(581,342)</b>	<b>(7,327,578)</b>	<b>(8,736,345)</b>
Fixed Assets	5,652,035	5,642,831	5,601,847	5,303,514	9,204	50,188	348,521
Depreciation	(4,866,943)	(4,848,682)	(4,812,355)	(4,679,088)	(18,261)	(54,589)	(187,855)
<b>Net Fixed Assets</b>	<b>785,092</b>	<b>794,149</b>	<b>789,492</b>	<b>624,426</b>	<b>(9,057)</b>	<b>(4,401)</b>	<b>160,666</b>
Other Assets	2,185,722	2,181,273	2,169,653	1,996,919	4,449	16,069	188,803
<b>Assets</b>	<b>94,802,205</b>	<b>95,388,155</b>	<b>102,118,115</b>	<b>103,189,082</b>	<b>(585,950)</b>	<b>(7,315,910)</b>	<b>(8,386,877)</b>
Accounts Payable and Accruals	6,087,121	10,764,740	34,510,901	10,339,499	(4,677,618)	(28,423,779)	(4,252,377)
Salaries, Taxes, & Benefits Payable	1,077,042	779,106	1,036,938	887,206	297,936	40,104	189,837
<b>Current Liabilities</b>	<b>7,164,164</b>	<b>11,543,846</b>	<b>35,547,839</b>	<b>11,226,704</b>	<b>(4,379,682)</b>	<b>(28,383,675)</b>	<b>(4,062,541)</b>
Long Term Liabilities	2,491,724	2,498,269	2,508,638	2,135,877	(6,545)	(16,915)	355,847
<b>Liabilities</b>	<b>9,655,887</b>	<b>14,042,115</b>	<b>38,056,477</b>	<b>13,362,581</b>	<b>(6,545)</b>	<b>(16,915)</b>	<b>355,847</b>
<b>Net Assets</b>	<b>85,146,318</b>	<b>81,346,040</b>	<b>64,061,637</b>	<b>89,826,506</b>	<b>3,800,278</b>	<b>21,084,681</b>	<b>(4,680,188)</b>
<b>Liabilities and Net Assets</b>	<b>94,802,205</b>	<b>95,388,155</b>	<b>102,118,115</b>	<b>103,189,087</b>	<b>(585,950)</b>	<b>(7,315,910)</b>	<b>(8,386,882)</b>

Energy Trust Of Oregon  
Statement of Net Assets  
For the Period Ending March 2020



	Beginning Net Assets	Current Year Net Income	Distributed Interest Income (Estimated)	Ending Net Assets
PGE	17,012,201	7,728,031	81,273	24,821,504
PacificPower	11,192,320	4,960,811	53,229	16,206,360
NWN - Industrial	984,268	383,850	4,579	1,372,697
NWN	3,702,232	4,466,486	23,107	8,191,825
Cascade Natural Gas	1,134,247	496,255	5,382	1,635,884
Avista Gas	243,667	245,905	1,427	490,999
Efficiency Programs	34,268,936	18,281,337	168,996	52,719,269
PGE	12,524,040	1,444,772	51,569	14,020,382
PacificPower	6,570,938	519,518	26,592	7,117,049
Renewables Programs	19,094,978	1,964,291	78,162	21,137,431
Washington Programs	417,192	489,760	2,577	909,529
LMI Grant	-	(260)	(1)	(261)
Community Solar	109,104	59,926	541	169,571
Development	19,219	(258)	74	19,035
Craft 3 Loans	2,300,000			2,300,000
Operational Contingency Reserve	2,852,206		39,523	2,891,729
Emergency Contingency Reserve	5,000,000			5,000,000
Contingency Reserves and Loans	10,152,206	-	39,523	10,191,729
Interest Income		289,874	(289,874)	
<b>Total Net Assets</b>	<b>64,061,637</b>	<b>21,084,669</b>	<b>(0)</b>	<b>85,146,304</b>

Energy Trust of Oregon  
Income Statement - Actual and YTD Comparison to Budget  
For the Period Ending March 2020



	Period to Date			Year to Date		
	Actual	Budget	Budget Variance	Actual	Budget	Budget Variance
Revenue from Utilities	17,046,763	17,429,595	(382,832)	55,350,453	56,681,587	(1,331,134)
Contract Revenue	40,565	45,905	(5,341)	144,114	133,751	10,364
Grant Revenue	(224)		(224)	13,922		13,922
Investment Income	115,926	83,333	32,593	289,874	250,000	39,874
<b>Revenue</b>	<b>17,203,030</b>	<b>17,558,833</b>	<b>(355,804)</b>	<b>55,798,364</b>	<b>57,065,337</b>	<b>(1,266,973)</b>
Incentives	6,524,026	7,109,537	(585,511)	14,132,005	12,854,674	1,277,331
Program Delivery Contractors	4,270,463	4,881,901	(611,438)	13,867,207	14,564,121	(696,913)
Employee Salaries & Fringe Benefits	1,406,284	1,324,514	81,770	3,877,333	3,738,664	138,669
Agency Contractor Services	102,485	143,504	(41,019)	381,641	430,511	(48,870)
Planning and Evaluation Services	321,895	292,671	29,224	664,959	878,012	(213,053)
Advertising and Marketing Services	313,106	278,032	35,074	603,565	834,096	(230,531)
Other Professional Services	287,504	427,851	(140,347)	605,633	1,271,334	(665,701)
Travel, Meetings, Trainings & Conferences	11,933	46,815	(34,882)	58,123	140,423	(82,301)
Dues, Licenses and Fees	9,079	22,505	(13,426)	26,916	80,216	(53,300)
Software and Hardware	42,062	47,743	(5,680)	141,536	143,228	(1,692)
Depreciation & Amortization	18,261	19,140	(879)	54,589	57,420	(2,832)
Office Rent and Equipment	88,794	95,036	(6,242)	272,786	285,108	(12,322)
Materials Postage and Telephone	6,800	12,604	(5,804)	25,102	37,812	(12,710)
Miscellaneous Expenses	60	292	(231)	2,291	875	1,416
<b>Expenditures</b>	<b>13,402,752</b>	<b>14,702,144</b>	<b>(1,299,392)</b>	<b>34,713,683</b>	<b>35,316,495</b>	<b>(602,811)</b>
<b>Net Income</b>	<b>3,800,278</b>	<b>2,856,690</b>	<b>943,588</b>	<b>21,084,681</b>	<b>21,748,843</b>	<b>(664,162)</b>

Energy Trust of Oregon

Total Expenditures By Program and Funding Source

Actual For the Year to Date Period Ending March 2020



	All Funding Sources	PGE	PacificPower	NWN - Industrial	NWN	Cascade Natural Gas	Avista Gas	Others
Existing Buildings	8,429,035	3,766,761	2,965,518	685,065	719,201	215,699	76,790	
Multi-Family	1,829,722	1,066,016	413,731	457	319,437	10,388	19,693	
New Buildings	3,011,487	1,779,088	895,414	1,979	282,907	35,385	16,714	
NEEA Commercial	1,074,564	564,370	425,753		61,490	15,664	7,287	
Commercial Sector	14,344,807	7,176,236	4,700,416	687,501	1,383,034	277,136	120,484	
Industry and Agriculture	5,955,430	2,844,217	2,667,195	322,511	56,879	60,296	4,330	
NEEA - Industrial	24,802	14,137	10,665					
Industry and Agriculture Sector	5,980,232	2,858,355	2,677,860	322,511	56,879	60,296	4,330	
Residential Sector	11,666,321	4,863,514	3,167,909		3,250,140	237,155	147,604	
OPUC Efficiency	31,991,360	14,898,104	10,546,185	1,010,012	4,690,054	574,587	272,418	
Solar	1,581,921	866,662	715,260					
Other Renewables	680,783	165,586	515,197					
OPUC Renewables	2,262,704	1,032,248	1,230,457					
<b>OPUC Programs</b>	<b>34,254,064</b>	<b>15,930,352</b>	<b>11,776,642</b>	<b>1,010,012</b>	<b>4,690,054</b>	<b>574,587</b>	<b>272,418</b>	
Washington	361,001							361,001
Community Solar	84,189							84,189
LMI	14,171							14,171
Development	258							258
<b>Total Organization</b>	<b>34,713,683</b>	<b>15,930,352</b>	<b>11,776,642</b>	<b>1,010,012</b>	<b>4,690,054</b>	<b>574,587</b>	<b>272,418</b>	<b>459,619</b>

	Actual to Date	Budget to Date	Variance	Pct Variance	Prior YTD
PGE PPC 1149	8,566,053	8,556,474	9,579	0%	8,534,840
PGE 838	14,060,081	15,202,775	(1,142,694)	-8%	16,833,909
PGE Renewables	2,477,020	2,445,498	31,522	1%	2,441,131
PAC PPC 1149	6,068,611	6,123,730	(55,119)	-1%	6,307,621
PAC 838	9,438,384	9,645,416	(207,032)	-2%	9,601,567
PAC Renewables	1,749,975	1,755,341	(5,366)	0%	1,813,739
NWN	10,550,401	10,365,822	184,579	2%	10,495,825
CNG	1,070,843	1,216,114	(145,271)	-12%	1,356,954
Avista	518,323	518,322	1	0%	522,968
NWN Washington	850,761	852,094	(1,333)	0%	800,000
Total Utility Revenue	55,350,452	56,681,586	(1,331,134)	-2%	58,708,553
Grant Revenue	13,922		13,922		16,128
Community Solar Revenue	144,114	133,751	10,363	8%	15,835
Revenue from Investments	289,874	250,000	39,874	16%	342,590
Total Utility Revenue	55,798,362	57,065,337	(1,266,975)	-2%	59,083,106

Energy Trust Of Oregon  
Statement of Net Assets  
For the Period Ending March 2020

	Beginning Net Assets	Current Year Net Income	Distributed Interest Income (Estimated)	Ending Net Assets
PGE	17,012,201	7,728,031	81,273	24,821,504
PacificPower	11,192,320	4,960,811	53,229	16,206,360
NWN - Industrial	984,268	383,850	4,579	1,372,697
NWN	3,702,232	4,466,486	23,107	8,191,825
Cascade Natural Gas	1,134,247	496,255	5,382	1,635,884
Avista Gas	243,667	245,905	1,427	490,999
Efficiency Programs	34,268,936	18,281,337	168,996	52,719,269
PGE	12,524,040	1,444,772	51,569	14,020,382
PacificPower	6,570,938	519,518	26,592	7,117,049
Renewables Programs	19,094,978	1,964,291	78,162	21,137,431
Washington Programs	417,192	489,760	2,577	909,529
LMI Grant	-	(260)	(1)	(261)
Community Solar	109,104	59,926	541	169,571
Development	19,219	(258)	74	19,035
Craft 3 Loans	2,300,000			2,300,000
Operational Contingency Reserve	2,852,206		39,523	2,891,729
Emergency Contingency Reserve	5,000,000			5,000,000
Contingency Reserves and Loans	10,152,206	-	39,523	10,191,729
Interest Income		289,874	(289,874)	
Total Net Assets	64,061,637	21,084,669	(0)	85,146,304


# April Revenue Analysis




Watching revenue carefully for indicators

April revenue is based on March collections, in turn based on Feb Usage

April YTD is 4 percent below budget. April Month is 10% below budget, and 20% below Q1 (Q1 was better than budget)

PPC 1149 revenues in April are 5% below last year, 5% below budget and 5% below Q1 monthly average



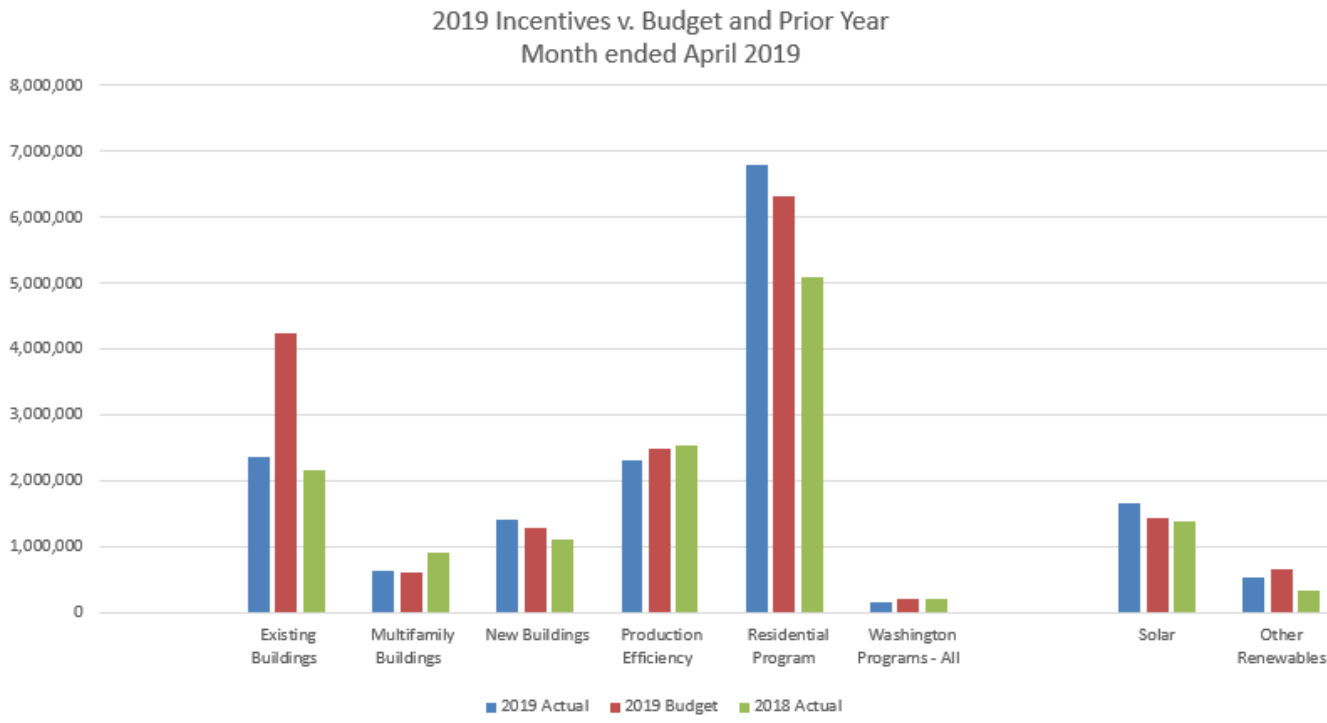
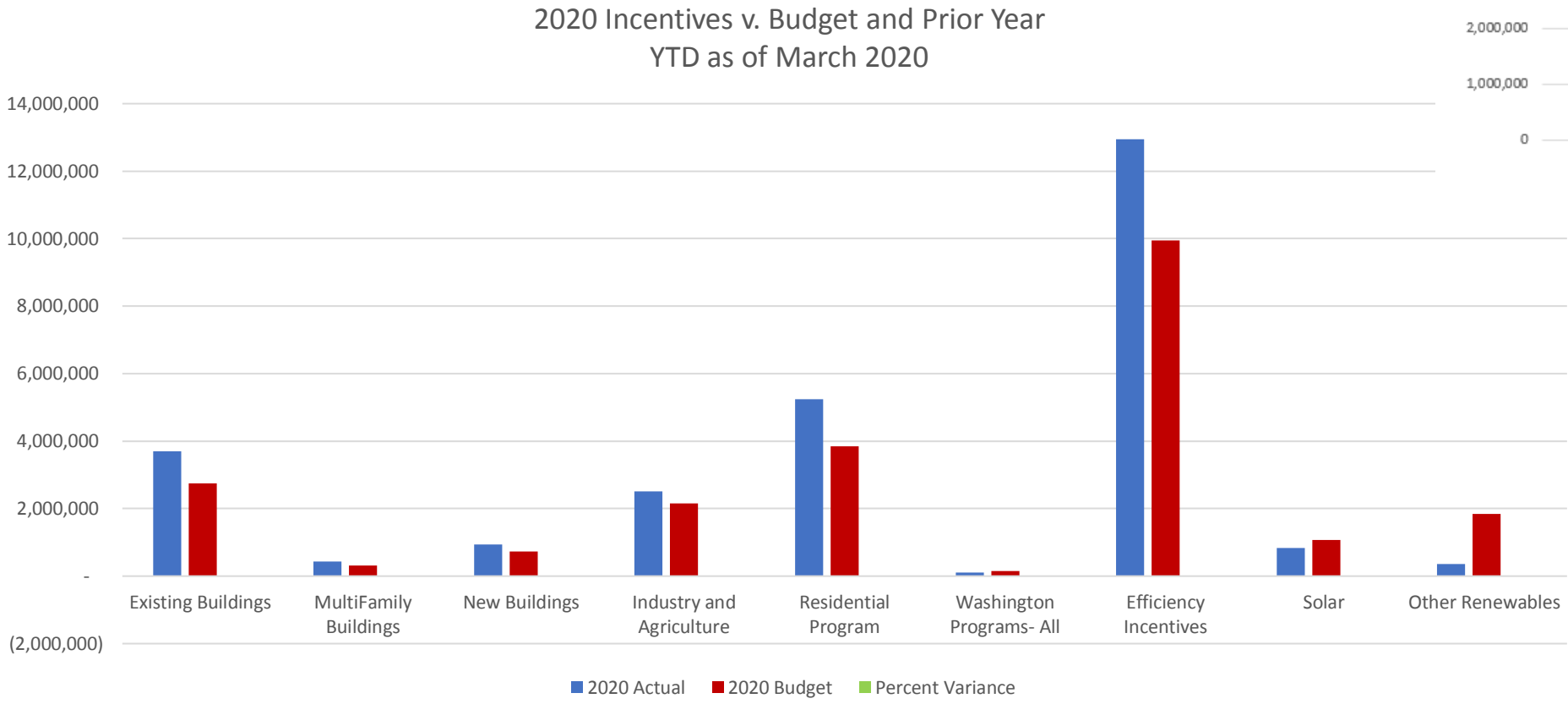
	April Last Year	actual v LY	Actual - Month of April	actual v bud	April Budget	actual v Q1	Q1 monthly Average	April YTD - Actual	April YTD - Budget	actual v bud
PPC 1149	2,839,510	-5%	2,695,365	-5%	2,846,707	-6%	2,855,351	11,261,418	11,403,181	-1%
Rev 838	5,007,337	-17%	4,163,924	-8%	4,522,147	-11%	4,686,694	18,224,005	19,724,922	-8%
PPC Renewables	823,532	-5%	783,282	-5%	825,005	-5%	825,673	3,260,302	3,270,503	0%
PGE Total	8,670,378	-12%	7,642,571	-7%	8,193,859	-18%	9,269,960	32,745,726	34,398,606	-5%
PPC 1149	1,992,987	-10%	1,801,632	-7%	1,934,884	-11%	2,022,870	7,870,243	8,058,614	-2%
Rev 838	3,103,601	-13%	2,714,565	-13%	3,117,775	-14%	3,146,128	12,152,949	12,763,191	-5%
PPC Renewables	572,355	-8%	525,579	-5%	553,927	-10%	583,325	2,275,554	2,309,268	-1%
PAC Total	5,668,943	-11%	5,041,776	-10%	5,606,586	-15%	5,907,642	22,298,747	23,131,073	-4%
NWN	2,982,173	-17%	2,472,373	-17%	2,973,820	-30%	3,516,800	13,022,824	14,191,736	-8%
CNG	408,184	-18%	334,985	-8%	365,818	-6%	356,948	1,405,828	1,581,932	-11%
Avista	174,323	-1%	172,774	0%	172,774	0%	172,774	691,097	691,096	0%
NWN Washington			-		-		283,587	850,761	852,094	0%
Total	17,904,001	 -13%	15,664,479	 -10%	17,312,857	 -20%	19,569,518	71,389,585	73,994,443	-4%

Energy Trust of Oregon  
Income Statement - Actual and YTD Comparison to Budget  
For the Period Ending March 2020

Total Expenditure	Year to Date		Budget Variance
	Actual	Budget	
Incentives	14,132,005	12,854,674	▲ 1,277,331
Program Delivery Contractors	13,867,207	14,564,121	▼ (696,913)
Employee Salaries & Fringe Benefits	3,877,333	3,738,664	138,669
Agency Contractor Services	381,641	430,511	▼ (48,870)
Planning and Evaluation Services	664,959	878,012	▼ (213,053)
Advertising and Marketing Services	603,565	834,096	▼ (230,531)
Other Professional Services	605,633	1,271,334	▼ (665,701)
Travel, Meetings, Trainings & Conferences	58,123	140,423	▼ (82,301)
Dues, Licenses and Fees	26,916	80,216	▼ (53,300)
Software and Hardware	141,536	143,228	(1,692)
Depreciation & Amortization	54,589	57,420	(2,832)
Office Rent and Equipment	272,786	285,108	(12,322)
Materials Postage and Telephone	25,102	37,812	(12,710)
Miscellaneous Expenses	2,291	875	1,416
<b>Expenditures</b>	<b>34,713,683</b>	<b>35,316,495</b>	<b>(602,811)</b>



Incentives to Date	2020 Actual	2020 Budget	Variance from Budget	Percent Variance	2019 Actual
Existing Buildings	3,701,928	2,753,881	948,047	34%	1,358,753
MultiFamily Buildings	424,968	313,655	111,313	35%	515,757
New Buildings	943,320	734,144	209,176	28%	1,017,863
Industry and Agriculture	2,511,002	2,148,554	362,448	17%	1,340,531
Residential Program	5,248,214	3,840,040	1,408,174	37%	4,972,734
Washington Programs- All	109,412	150,941	(41,529)	-28%	116,737
Efficiency Incentives	12,938,844	9,941,215	2,997,629	30%	9,322,375
Solar	829,451	1,068,100	(238,649)	-22%	1,336,739
Other Renewables	363,710	1,845,360	(1,481,650)	-80%	345,989
Total Incentives	14,132,005	12,854,675	1,277,330	10%	11,005,103



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**Energy Trust of Oregon**  
**Contract Status Summary Report**

For contracts with costs  
through: 4/1/2020

CONTRACTOR	Description	City	EST COST	Actual TTD	Remaining	Start	End
<b>Communications</b>							
<b>Communications Total:</b>			<b>3,770,853</b>	<b>1,646,304</b>	<b>2,124,549</b>		
<b>Administration</b>							
<b>Administration Total:</b>			<b>14,090,268</b>	<b>6,850,896</b>	<b>7,239,372</b>		
<b>Energy Efficiency</b>							
Northwest Energy Efficiency Alliance	NEEA Funding Agreement	Portland	40,386,000	4,264,884	36,121,116	1/1/2020	8/1/2025
Northwest Energy Efficiency Alliance	Regional EE Initiative Agmt	Portland	36,142,871	33,569,081	2,573,790	1/1/2015	9/15/2022
ICF Resources, LLC	2020 BE PMC	Fairfax	13,829,830	3,149,463	10,680,367	1/1/2020	12/31/2020
CLEAResult Consulting Inc	2020 Residential PMC	Austin	9,006,920	2,245,582	6,761,338	1/1/2020	12/31/2020
CLEAResult Consulting Inc	2020 NBE PMC	Austin	5,985,758	1,445,396	4,540,362	1/1/2020	12/31/2020
Northwest Energy Efficiency Alliance	Regional Gas EE Initiative	Portland	5,864,530	4,400,223	1,464,307	1/1/2015	7/1/2020
TRC Environmental Corporation	2019 MF PMC		4,728,273	4,400,749	327,524	1/1/2019	12/31/2019
TRC Environmental Corporation	2020 MF PMC		4,687,993	1,070,005	3,617,988	1/1/2020	12/31/2020
Energy 350 Inc	PE PDC 2020	Portland	2,835,321	456,395	2,378,926	1/1/2020	12/31/2020
TRC Engineers Inc.	2020 EPS New Const PDC	Irvine	2,224,092	558,366	1,665,726	1/1/2020	12/31/2020
Cascade Energy, Inc.	PE PDC 2020	Walla Walla	2,200,254	382,537	1,817,717	1/1/2020	12/31/2020
Northwest Power & Conservation Council	Regional Technical Forum Agmt		2,081,000	336,829	1,744,171	1/1/2020	12/31/2024
Evergreen Consulting Group, LLC	PE Lighting PDC 2020	Tigard	2,051,027	545,820	1,505,207	1/1/2020	12/31/2020
Cascade Energy, Inc.	PE PDC 2020	Walla Walla	1,855,600	345,833	1,509,767	1/1/2020	12/31/2020
RHT Energy Inc.	PE PDC 2020	Medford	1,546,161	393,771	1,152,390	1/1/2020	12/31/2020
CLEAResult Consulting Inc	2020 Retail PDC	Austin	1,436,261	346,220	1,090,041	1/1/2020	12/31/2020
Craft3	Manufactured Home Pilot Loan	Portland	1,000,000	0	1,000,000	9/20/2018	9/20/2033
Open Energy Efficiency, Inc.	Automated Meter Data Analysis	Mill Valley	690,000	466,750	223,250	1/1/2018	12/31/2020
Craft3	Loan Agreement	Portland	500,000	500,000	0	1/1/2018	12/31/2027
Uplight, Inc.	Optix Engage Online Audit Tool		467,000	463,788	3,212	6/1/2016	5/31/2020
CLEAResult Consulting Inc	2020 Residential PMC-PILOTS	Austin	449,520	0	449,520	1/1/2020	12/31/2020
Balanced Energy Solutions LLC	New Homes QA Inspections	Portland	436,525	233,142	203,383	4/27/2015	12/31/2020
DNV GL Energy Services USA Inc	EB 2018 Impact Eval	Oakland	350,000	288,503	61,497	5/9/2019	5/31/2020
Craft3	Loan Agreement	Portland	300,000	300,000	0	6/1/2014	6/20/2025
ICF Resources, LLC	2020 BE NWN WA PMC	Fairfax	270,876	50,923	219,953	1/1/2020	12/31/2020
CLEAResult Consulting Inc	2020 Residential PMC - WA	Austin	250,999	49,253	201,746	1/1/2020	12/31/2020
The Cadmus Group LLC	2017 NB Impact Eval	Portland	250,000	249,999	1	3/4/2019	3/31/2020
CLEAResult Consulting Inc	2020 Residential PMC-CustSvc	Austin	215,648	45,644	170,004	1/1/2020	12/31/2020
Pivotal Energy Solutions LLC	Software Product Support	Gilbert	200,000	35,436	164,564	1/1/2020	12/31/2021
ICF Resources, LLC	2020 DE DSM PMC	Fairfax	198,042	21,485	176,557	1/1/2020	12/31/2020
TRC Engineers Inc.	2020 EPS New Const PDC-WA	Irvine	189,264	28,510	160,754	1/1/2020	12/31/2020
TRC Engineers Inc.	2020 EPS New Const-Grid Harmon	Irvine	177,910	4,459	173,451	1/1/2020	12/31/2020

**Energy Trust of Oregon**  
**Contract Status Summary Report**

For contracts with costs  
 through: 4/1/2020

CONTRACTOR	Description	City	EST COST	Actual TTD	Remaining	Start	End
The Cadmus Group LLC	Site Specific Impact Evals	Portland	170,000	13,675	156,325	2/8/2019	1/31/2021
DNV GL Energy Services USA Inc	Ind O&M Persistence Study	Oakland	157,980	155,389	2,591	9/4/2018	3/1/2020
The Cadmus Group LLC	2018-19 PE Impact Evaluation	Portland	150,000	3,660	146,341	1/28/2020	7/1/2020
Verde	DHP Installation Program	Portland	150,000	14,052	135,948	1/31/2020	12/31/2020
Portland General Electric	Intel Mega project transition	Portland	110,000	109,102	898	1/1/2019	12/31/2019
Alternative Energy Systems Consulting, Inc.	PE Technical Review Assistance	Carlsbad	100,000	61,198	38,802	5/8/2019	4/30/2021
Ekotrop, Inc.	ModelingSoftware for NC		100,000	35,880	64,120	1/21/2020	12/31/2020
EES Consulting, Inc	Professional Services Agmt	Kirkland	80,430	35,638	44,793	10/1/2016	9/30/2020
Earth Advantage, Inc.	Decrease REA to EA	Portland	70,500	52,200	18,300	11/1/2018	10/31/2020
Battelle Memorial Institute	PNNIL Services Agreement		70,142	70,142	0	5/9/2019	11/30/2020
Opinion Dynamics Corporation	Evaluation MHR Pilot	Waltham	66,000	42,635	23,365	5/1/2017	12/31/2021
SBW Consulting, Inc.	Streamlined TAS Assessment	Bellevue	60,000	26,507	33,494	10/31/2019	4/15/2020
Craft3	SWR Loan Origination/Loss Fund	Portland	55,000	18,661	36,339	1/1/2018	12/31/2020
FMVI, INC	Subscription Agreement	Portland	54,650	54,650	0	4/25/2016	2/1/2021
TRC Engineers Inc.	2020 EPS New Const - Solar	Irvine	53,016	10,657	42,359	1/1/2020	12/31/2020
Northwest Energy Efficiency Alliance	SmartThermostatPerformance	Portland	50,000	50,000	0	9/15/2019	9/14/2021
Glumac Inc	NB Net Zero Fellowship	Portland	48,840	0	48,840	1/31/2020	2/25/2021
Portland General Electric	Verfi Assistance D1X Mega Proj	Portland	45,500	0	45,500	1/1/2020	12/31/2020
INCA Energy Efficiency, LLC	Intel Mega Projects Eval	Grinnell	35,000	3,317	31,683	8/1/2019	7/1/2021
Integral Group Inc.	TAS Mod 3 Intel Mega Project	Oakland	34,900	0	34,900	3/20/2020	12/31/2020
American Council for and Energy Efficient Economy	Research Letter Agreement		30,000	30,000	0	1/1/2020	3/31/2021
INCA Energy Efficiency, LLC	Red Rock Evaluation	Grinnell	30,000	2,873	27,127	6/10/2018	6/9/2020
University of Oregon	NB 2018 Net Zero Fellows Grant	Eugene	26,000	10,199	15,801	10/1/2018	3/30/2020
Pinnacle Economics Inc	2019 Economic Impact study	Camas	24,750	0	24,750	1/15/2020	5/30/2020
Bridgetown Printing Company	NWN Bill Inserts 2020	Portland	24,000	17,420	6,580	1/1/2020	12/31/2020
Michaels Energy, Inc.	Large NB Impact Evaluation	La Crosse	18,000	17,999	1	8/1/2018	5/31/2020
The Cadmus Group Inc.	NB Evaluation Plan	Watertown	9,500	9,499	1	10/1/2017	3/30/2020
Demand Side Analytics, LLC	TheromstatOptimizationStudy OR		8,600	0	8,600	10/10/2019	6/4/2021
Northwest Energy Efficiency Council	BOC Webinar Sponsorship	Seattle	7,125	7,125	0	1/1/2020	12/31/2020
Alexander Salazar	NZEL Internship Grant		6,000	0	6,000	11/22/2019	6/20/2020
Ankrom Moisan Associated Architects, Inc	NZEL Internship Grant		6,000	0	6,000	11/25/2019	6/20/2020
GBD Architects Incorporated	NZEL Internship Grant		6,000	0	6,000	11/15/2019	6/20/2020
Green Hammer, Inc	NZEL Internship Grant		6,000	0	6,000	11/20/2019	6/20/2020
Otak Architects Inc.	NZEL Internship Grant		6,000	0	6,000	11/18/2019	6/20/2020
SERA Architects, Inc.	NZEL Internship Grant		6,000	0	6,000	11/20/2019	6/20/2020
<b>Energy Efficiency Total:</b>			<b>144,683,608</b>	<b>61,501,522</b>	<b>83,182,086</b>		

**Joint Programs**

**Energy Trust of Oregon  
Contract Status Summary Report**

Report Date: 4/28/2020

For contracts with costs  
through: 4/1/2020

CONTRACTOR	Description	City	EST COST	Actual TTD	Remaining	Start	End
ADM Associates, Inc.	2020 Customer Insight Study	Seattle	308,000	230,688	77,312	12/17/2019	7/31/2020
Apex Analytics LLC	ResidentialPayPerformance P4P	Boulder	83,000	14,529	68,471	8/1/2019	4/30/2022
Structured Communications Systems, Inc.	ShoreTel Phone System Install	Clackamas	72,845	69,466	3,379	1/1/2017	12/31/2020
The Cadmus Group LLC	Smart Thermostat Savings	Portland	65,100	7,188	57,913	12/1/2010	8/31/2021
Pivot Advertising	TLM Pilots		40,000	23,063	16,938	5/7/2019	9/15/2020
Consortium for Energy Efficiency	2020 Dues	Boston	36,140	0	36,140	1/1/2020	12/31/2020
Empress Rules LLC	DEI Training & Consulting		22,500	22,500	0	9/1/2019	8/31/2020
Infogroup Inc	Data License & Service Agmt	Papillion	17,000	0	17,000	2/4/2020	4/1/2021
ICF Resources, LLC	Spark Lab Innovation Workshops	Fairfax	16,500	0	16,500	2/18/2020	7/31/2020
American Council for and Energy Efficient Economy	Summer Study Sponsorships		10,000	10,000	0	3/17/2020	12/31/2020
Sheraton Portland Airport Hotel	Trade Ally Forum Venue		10,000	500	9,500	2/25/2020	11/15/2020
American Institute of Architects, Southwestern Oregon Chapter	2020 Sponsorship	Eugene	5,000	5,000	0	1/1/2020	12/31/2020
Social Enterprises Inc.	WA ORHigherEdSustainConferen	Portland	5,000	5,000	0	1/1/2020	12/31/2020
<b>Joint Programs Total:</b>			<b>691,085</b>	<b>387,933</b>	<b>303,152</b>		
<b>Renewable Energy</b>							
Sunway 3, LLC	Prologis PV installation	Portland	3,405,000	3,261,044	143,956	9/30/2008	9/30/2028
City of Salem	Biogas Project - Willow Lake	Salem	3,000,000	0	3,000,000	9/4/2018	9/4/2038
Clean Water Services	Project Funding Agreement	Hillsboro	3,000,000	2,013,106	986,894	11/25/2014	11/25/2039
Water Environment Services, A Dept. of Clackamas County	Bio Water Cogeneration System		1,800,000	0	1,800,000	11/15/2019	9/30/2041
Oregon Institute of Technology	Geothermal Resource Funding	Klamath Falls	1,550,000	1,550,000	0	9/11/2012	9/11/2032
Farm Power Misty Meadows LLC	Misty Meadows Biogas Facility	Mount Vernon	1,000,000	1,000,000	0	10/25/2012	10/25/2027
Farmers Conservation Alliance	Irrigation Modernization	Hood River	1,000,000	499,933	500,067	4/1/2019	3/31/2021
Three Sisters Irrigation District	TSID Hydro	Sisters	1,000,000	1,000,000	0	4/25/2012	9/30/2032
Farmers Irrigation District	FID - Plant 2 Hydro	Hood River	900,000	900,000	0	4/1/2014	4/1/2034
Three Sisters Irrigation District	Mckenize Reservoir Irrigation	Sisters	865,000	0	865,000	3/18/2019	3/17/2039
Klamath Falls Solar 2 LLC	PV Project Funding Agreement	San Mateo	850,000	382,500	467,500	7/11/2016	7/10/2041
Old Mill Solar, LLC	Project Funding Agmt Bly, OR	Lake Oswego	490,000	490,000	0	5/29/2015	5/28/2030
City of Medford	750kW Combined Heat & Power	Medford	450,000	450,000	0	10/20/2011	10/20/2031
City of Pendleton	Pendleton Microturbines	Pendleton	450,000	150,000	300,000	4/20/2012	4/20/2032
Deschutes Valley Water District	Opal Springs Hydro Project	Madras	450,000	225,000	225,000	1/1/2018	4/1/2040
RES - Ag FGO LLC	Biogas Manure Digester Project	Washington	441,660	441,660	0	10/27/2010	10/27/2025
RES - Ag FGO LLC	Biogas Manure Digester - FGO	Washington	441,660	438,660	3,000	10/27/2010	10/27/2025
Energy Assurance Company	Solar Verifier	Milwaukie	409,330	291,550	117,780	11/15/2018	10/14/2020

**Energy Trust of Oregon  
Contract Status Summary Report**

For contracts with costs  
through: 4/1/2020

CONTRACTOR	Description	City	EST COST	Actual TTD	Remaining	Start	End
Three Sisters Irrigation District	TSID Funding Agreement	Sisters	400,000	400,000	0	1/1/2018	12/31/2038
SunE Solar XVI Lessor, LLC	BVT Sexton Mtn PV	Bethesda	355,412	355,412	0	5/15/2014	12/31/2034
City of Gresham	City of Gresham Cogen 2		350,000	334,523	15,477	4/9/2014	7/9/2034
Clean Power Research, LLC	PowerClerk License	Napa	303,601	303,601	0	7/1/2017	5/31/2020
American Microgrid Solutions LLC	RE Feasibility Analysis		207,500	133,529	73,971	11/18/2019	11/17/2020
City of Astoria	Bear Creek Funding Agreement	Astoria	143,000	143,000	0	3/24/2014	3/24/2034
Kevala, Inc.	Targeted Load Management	San Francisco	140,000	75,000	65,000	12/20/2019	12/31/2020
New Buildings Institute	GridOptimalBuildings Initiative	White Salmon	100,000	50,000	50,000	12/1/2019	12/31/2021
Oregon Solar Energy Industries Association	Solar soft costs install price	Portland	96,190	60,870	35,320	12/21/2018	6/30/2021
Wallowa Resources Community Solutions Inc	Renewables Field Outreach	Enterprise	95,920	0	95,920	3/1/2020	2/28/2022
Solar Oregon	Solar Education & Outreach	Portland	91,375	15,710	75,665	12/15/2019	10/31/2021
Craft3	NON-EEAST OBR Svc Agrmt	Portland	90,000	67,500	22,500	1/1/2018	12/31/2020
Kendrick Business Services LLC	Small Business Financial Dev	Albany	84,750	37,265	47,485	8/1/2018	6/30/2020
Wallowa County	Project Funding Agreement	Enterprise	80,000	80,000	0	4/1/2018	3/31/2038
SPS of Oregon Inc	Project Funding Agreement	Wallowa	75,000	74,513	488	10/15/2015	10/31/2036
Faraday Inc	Software Services Subscription	Burlington	72,000	54,000	18,000	1/15/2019	12/14/2020
Site Capture LLC	SiteCapture Subscription	Austin	60,000	43,500	16,500	2/1/2018	1/31/2021
Clean Power Research, LLC	WattPlan Software	Napa	56,000	56,000	0	11/17/2017	5/31/2020
Oregon Solar Energy Fund	Solar Education Training		46,626	7,914	38,712	3/10/2020	1/31/2021
Clean Energy States Alliance	MOU Membership 2019-20	Montpelier	39,500	39,500	0	7/1/2019	6/30/2020
Oregon Solar Energy Industries Association	SolarTechnicalTraining Recruit	Portland	33,500	33,000	500	9/15/2019	10/31/2020
University of Oregon	UO SRML 2020 Sponsorship	Eugene	25,000	24,999	1	2/5/2020	3/8/2021
Oregon Solar Energy Industries Association	Solar Sponsorship	Portland	24,999	24,999	0	12/15/2019	12/31/2020
Robert Migliori	42kW wind energy system	Newberg	24,125	24,125	0	4/11/2007	1/31/2024
Rogue Climate	Solarize Campaign		22,840	7,000	15,840	1/1/2020	8/31/2020
Warren Griffin	Griffin Wind Project	Salem	13,150	9,255	3,895	10/1/2005	10/1/2020
Oregon Institute of Technology	Off Grid Solar Irrigation	Klamath Falls	12,000	0	12,000	3/15/2020	9/30/2020
Mid Columbia Economic Development	2019 LMI Solar Grant	The Dalles	10,000	9,400	600	1/25/2019	3/31/2020
Sustainable Northwest	LMI Solar Innovation Grant	Portland	10,000	8,000	2,000	1/25/2019	4/30/2020
Verde	2019 LMI Solar Grant	Portland	10,000	10,000	0	1/25/2019	4/30/2020
Umpqua Community Development Corp.	LMI Solar Innovation Grant	Roseburg	9,000	7,200	1,800	1/25/2019	3/21/2020
Rocky Mountain Institute	Membership to Elab 2019	Boulder	6,000	6,000	0	7/15/2019	7/30/2020
<b>Renewable Energy Total:</b>			<b>24,590,138</b>	<b>15,589,266</b>	<b>9,000,872</b>		
<b>Grand Total:</b>			<b>187,825,953</b>	<b>85,975,922</b>	<b>101,850,031</b>		
<b>Contracts without Incentives:</b>			<b>164,645,426</b>	<b>71,298,673</b>	<b>93,346,753</b>		
<b>Renewable Energy Incentive Total:</b>			<b>23,180,527</b>	<b>14,677,249</b>	<b>8,503,278</b>		
<b>Energy Efficiency Incentive Total:</b>			<b>0</b>	<b>0</b>	<b>0</b>		

# Tab 6

# Policy Committee Meeting Notes

April 9, 2020, 1:00 p. m.

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## **Board members in attendance (by teleconference)**

Henry Lorenzen (chair), Eric Hayes, Alan Meyer, Anne Root (members), Melissa Cribbins (es-officio) and Letha Tawney (ex officio, OPUC)

## **Staff and others in attendance (by teleconference)**

Sarah Hall (OPUC) Michael Colgrove, Hannah Cruz, Cheryle Easton, Fred Gordon, Steve Lacey, Debbie Menashe, Pati Presnail, Peter West

## **Appointment to Conservation Advisory Council**

The committee reviewed staff's request for committee approval for the appointment of Rick Hodges, NW Natural to replace Holly Braun, NW Natural, on the Conservation Advisory Council. Rick Hodges is the manager of NW Natural's energy efficiency programs. Rick joined NW Natural in 2016 to focus on the company's energy efficiency programs and low-income weatherization programs in both Oregon and Washington. Prior to NW Natural, Rick spent time with Metro working on their internal strategic energy management and sustainability efforts. For several Conservation Advisory Council meetings, Rick has been an alternate for Holly Braun. Rick brings industry experience and council experience.

Alan Meyer expressed appreciation for Holly's long tenure and good guidance on Conservation Advisory Council. Committee members expressed appreciation for Holly's work support for Rick Hodges to replace her. Staff's recommendation was approved without objection by the committee.

Mike Colgrove and Pati Presnail engaged the committee in a discussion and consideration of funding available through the Paycheck Protection Program (PPP), a forgivable loan program that is part of government emergency responses to COVID-19. Staff presented research on the possibility of an Energy Trust PPP application to protect ratepayer and utility funds. Committee members and Sarah Hall discussed the purposes of PPP, asked questions of staff regarding eligibility for the program and timing of the application. After discussion, the committee recommended that staff continue the discussion of the issue at the upcoming Finance Committee.

## **Lost Opportunities Policy 4.04.009-P**

The Lost Opportunities Policy was up for a routine three-year review. One of the earliest policies adopted and approved by Energy Trust's board or directors, staff advised the committee that the policy has less significance than it did originally. Through Energy Trust's current supplemental funding structure, Energy Trust funding is adequate to cover all cost-effective energy efficiency, lost opportunities or otherwise.

Staff recommended retiring the Lost Opportunities Policy. This policy has not been used as a significant lens in program design in the memory of any staff surveyed. The main reason the policy was retained in the prior board review was to provide "a statement of direction" to staff and the board.

While this policy is not in any way a barrier to effective or efficient program design or decision-making and still may be a statement of direction, its usefulness is de minimis.



Committee members agreed that the policy seems superfluous and recommended its retirement. Staff will prepare a board resolution for the policy's retirement, and it will be submitted to the full board for consideration at its next meeting.

### **Annual Contract Report**

Given the length of the extended discussion on PPP, committee chair Henry Lorenzen recommended postponing the committee's review of the annual contract report to the committee's next meeting. Staff will provide copies of the reports to the Policy Committee in advance of the next meeting.

### **Conflict of Interest Policy 5.02.000-P**

This policy was up for its regular three-year review with the Policy Committee. The policy addresses conflict of interest for Energy Trust's board of directors. Staff proposed a small number of corrections and editorial changes to correct citation and language references to the board's obligation to complete annual Statements of Economic Interest and to replace gendered pronouns with gender neutral pronouns.

Committee members asked questions about the applicability of the policy to staff. Committee members also asked staff to consider whether the policy should be split into two, one to cover conflict of interest and the other to address reporting. Committee members also raised questions about the breadth of the policy and how it would appear to comprehend interests of family members who are not part of a board member's household. Committee members suggest inserting the concept of "household" into the revised policy to limit its breadth

In light of these questions and suggestions, the committee members suggest postponing review of the current suggested revisions. Instead, Debbie Menashe and Hannah Cruz will discuss alternative revisions with committee chair Lorenzen and provide a revised proposal to the committee for review at its next meeting.

**The next meeting of the Policy Committee is scheduled for Friday, June 19, 2020 at 1:00 p.m.**

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## Resolution 911 Retiring the Lost Opportunities Policy

May 20, 2020

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### RESOLUTION 911 RETIRING THE LOST OPPORTUNITIES POLICY

#### WHEREAS:

1. The Lost Opportunities Policy, attached as Attachment 1, was originally adopted by the board in 2002 to document the board's interest in providing guidance to Energy Trust to identify lost opportunities in the design of its energy efficiency programs. Lost opportunities are situations in which an opportunity to implement an efficient solution will be lost if not done when new equipment is selected and new facilities are constructed – while also taking advantage of opportunities to maximize efficiency by retrofitting functioning equipment near or at the end of useful life with more efficient equipment and optimizing the efficient operation of new equipment;
2. Beginning in 2008, with the passage of SB 838, Energy Trust is funded and is directed to capture all cost-effective energy efficiency savings, whether resulting from lost opportunities or not. As a result, the Lost Opportunities Policy is not a significant lens for program design.
3. The Lost Opportunities Policy was reviewed by the Policy Committee in April 2020 as part of the Committee's regular cycle of policy reviews;
4. Policy Committee members discussed whether the policy is still helpful guidance, given that the direction identified are incorporated into Energy Trust operations. Members believe that the policy is superfluous and, as a result, suggest that it be retired; and
5. The Policy Committee supports the suggested policy retirement and recommends approval by the full board.

It is therefore **RESOLVED** that the Board of Directors hereby approves retirement of the Lost Opportunities Policy.

Moved by:

Vote:

In favor:

Opposed:

Seconded by:

Abstained:

## ATTACHMENT 1 (Proposed for Retirement)

### 4.04.000-P Lost Opportunities Policy

History			
Source	Date	Action/Notes	Next Review Date
Board Decision	February 27, 2002	Approved (R85)	February 2005
Policy Committee	March 5, 2005	No change	February 2008
Policy Committee	March 18, 2008	No change	March 2011
Policy Committee	March 8, 2011	No change	March 2014
Board Decision	April 5, 2017	Approved (R799)	April 2020

**Purpose:**

Provide guidance to Energy Trust efficiency programs to avoid lost opportunities – situations in which an opportunity to implement an efficient solution will be lost if not done when new equipment is selected and new facilities are constructed – while also taking advantage of opportunities to maximize efficiency by retrofitting functioning equipment near or at the end of useful life with more efficient equipment and optimizing the efficient operation of new equipment.

**Background:**

Lost opportunities can occur if efficiency is not built in at times when new equipment is being selected and new facilities are constructed. At these times, efficiency features can be installed that are impractical or much more costly to install at other times. For example, it may not be cost-effective to throw away a working air conditioner simply to replace it with a more efficient unit. However, when that air conditioner fails or is nearing failure, it may be cost-effective to pay for the incremental cost of purchasing the most efficient possible new unit instead of a standard new unit.

Energy Trust may set up specialized programs and incentives to work with designers, developers, vendors and customers to assure that high-efficiency equipment and designs are selected and installed during these events.

The question is how to balance between lost opportunities, “retrofit” and operational program offerings. Retrofit offerings encourage customers to replace or augment working equipment with more efficient equipment. Operational offerings help customers run equipment to meet their needs in the most efficient manner. While there are situations where Energy Trust can increase emphasis on lost opportunities, there are not enough of these opportunities to achieve Energy Trust’s efficiency goals. Furthermore, equity considerations argue that programs should be made available for some customers who rarely make capital investments on their own (e.g., small commercial customers and some public entities). Finally, given the high levels of Oregon building codes and national equipment standards, some lost opportunity savings are more expensive per kWh than some retrofit savings.

**Policy:**

- Energy Trust should avoid lost opportunities and focus appropriate amounts of its budget and program design efforts in that direction.

- This should be considered in the context of other issues and values that influence implementation decisions.
- Energy Trust should encourage comprehensive treatment of an end-use where this is practical to avoid creating lost opportunities by doing half the job.
- Financial resources should also be reserved for retrofit and operational program offerings, especially where these are low cost or serve customers who would not otherwise be served.
- Work with partners who have special resources to efficiently capture lost opportunities, e.g., Northwest Alliance, Consortium for Energy Efficiency, Oregon Department of Energy.

# Tab 7

# Strategic Planning Committee Meeting

April 14, 2020, 1:00 pm

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## **Board members in attendance**

Mark Kendall (chair), Roland Risser, Lindsey Hardy, Letha Tawney (ex officio), Janine Benner (ex officio), Ruchi Sadhir

## **Staff and others in attendance**

Hannah Cruz, Cheryle Easton, Fred Gordon, Debbie Menashe Lizzie Rubado, Greg Stokes

## **Review of Revisions to Proposed Metrics and Targets**

At the committee's last meeting, members offered comments and suggested revisions to staff's proposed metrics and targets for the 2020-2024 Strategic Plan. Suggested revisions centered primarily around clarity on interim targets. Staff revised metrics the metrics in Focus Area 2 to identify more specific planning targets related to Energy Trust's work in targeted load management projects. In addition, for Focus Area 3, metric and target revisions clarify how a baseline will be established through a survey of policy makers. The purpose of the survey would be to better understand how Energy Trust information is viewed and used.

Committee members expressed appreciation for the changes made.

The committee then discussed the metrics around board diversity in Focus Area 5. Committee members suggested broadening the language of the metrics to clarify that the committee and the board will look to measure progress not only in board demographics but also in board cultural responsiveness. The discussion continued among members and staff on how to move activities forward that support the proposed metrics for board diversity, equity and inclusion activities and development.

The board governance review developed by Synergy Consulting in 2019 contained several recommendations that were reviewed by the committee again in the meeting. Mark Kendall will connect with Henry Lorenzen to understand and coordinate on next steps and the committee's role in moving on these and other diversity, equity and inclusion strategies. Committee members had consensus of support to move the diversity, equity and inclusion activities forward. There was interest in work to prepare the board for future board position openings.

Greg Stokes presented a revised version of the focus area dashboards that staff proposes as tools for the board and committee to use to monitor progress on the new strategic plan. Committee members approved the format. Commissioner Tawney suggested that the committee and staff continue to think critically about the metrics that will be monitored. As things change, the metrics identified now and reflected in the dashboard tool may not continue to be relevant. The board and staff should be focused on the actual impacts and outcomes of Energy Trust's work and how it advances the organization's focus. To that end, should a particular metric no longer be applicable, the

board, committee and staff should be able and willing to adjust. Committee members agreed.

Next steps are for the committee and staff to present the proposed metrics and targets, as well as the Focus Area progress dashboards to the full board in May. Staff will work with Chair Mark Kendall to coordinate on the presentation to the full board.

**Meeting adjourned at approximately 2:30 pm. Next Strategic Planning Committee meeting is scheduled for August 10, 2020.**



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## 2015-2019 Strategic Plan Dashboard—Year 5




May 19-20, 2020

This dashboard provides highlights and progress indicators on achievement to the 2015-2019 Strategic Plan goals and strategies. For a more comprehensive summary of Energy Trust's activities in 2019, please refer to the 2019 annual report to the Oregon Public Utility Commission and board of directors. Staff also recommends previous strategic plan dashboards as resources to learn more.

### AT A GLANCE

	15	16	17	18	19
<b>ENERGY GOALS</b>	<b>Status</b>				
Meet goals for electric and natural gas efficiency savings and renewable energy generation					
<b>EMERGING EFFICIENCY RESOURCES</b>	<b>Status</b>				
NEEA identification of electric market transformation savings of 35 aMW; identification of electric market transformation savings beyond NEEA; gas market transformation progress indicators					
<b>EXPAND CUSTOMER PARTICIPATION</b>	<b>Status</b>				
Market research progress indicators; program design and execution process indicators					
<b>KEY PROCESSES</b>	<b>Status</b>				
Organizational review; budget process re-assessment; incentive processing; customer services and customer information; energy project tracking; lean startup customer development					
<b>NEW OPPORTUNITIES</b>	<b>Status</b>				
Complementary initiatives with government, utilities and others; response to policy initiatives, load and demand management with utilities (includes demand response)					
<b>STAFF ENGAGEMENT</b>	<b>Status</b>				
Sustain a culture of highly engaged staff					

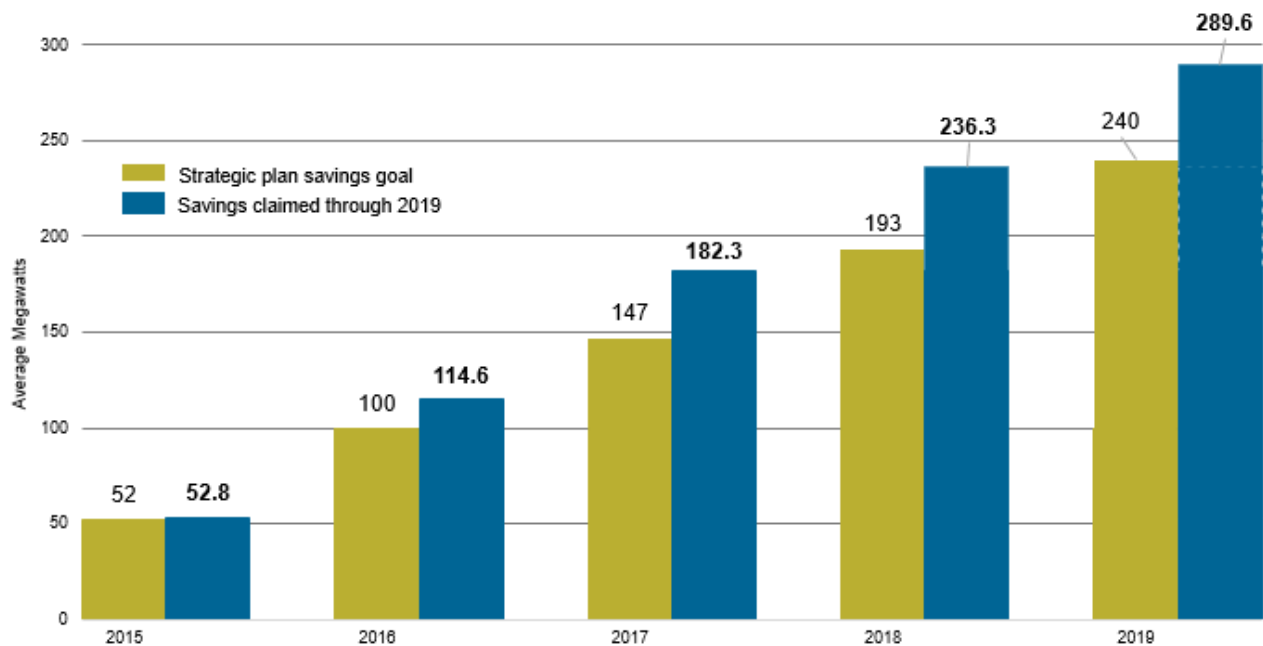
## I. ENERGY GOALS (through 2019)

-  Achieved 121% of the electric efficiency five-year goal of 240 aMW
-  Achieved 138% of the gas efficiency five-year goal of 24 MMTh
-  Achieved 165% of the renewable energy generation five-year goal of 10 aMW

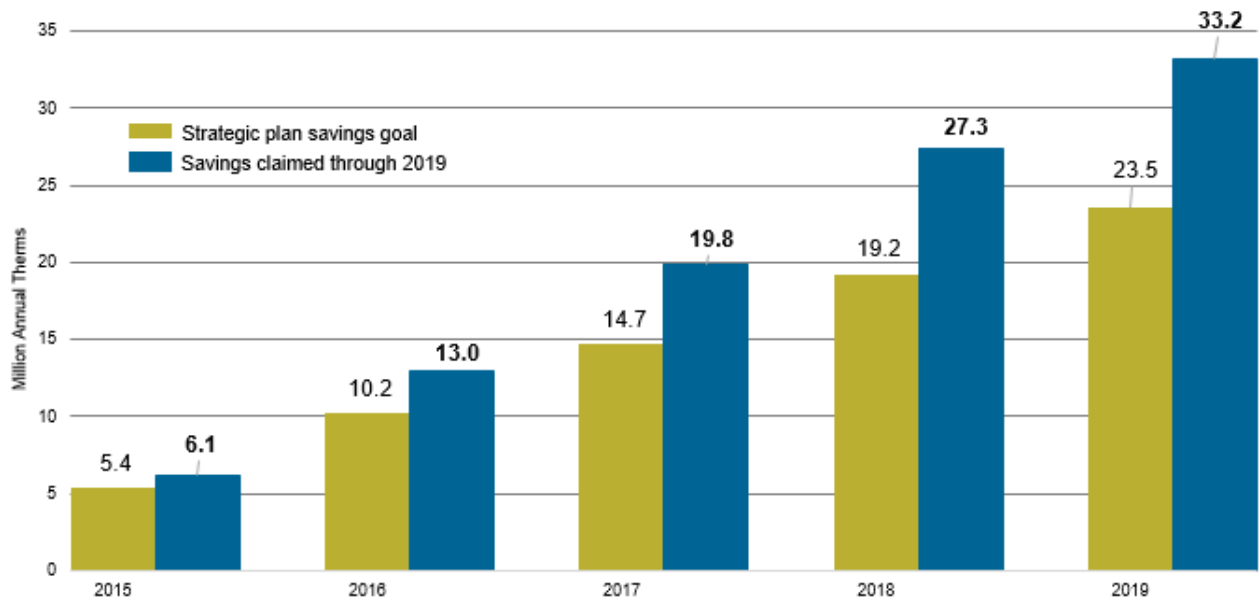
Energy Trust exceeded the three energy goals for the plan period. Savings drivers since 2015 have included high-efficiency lighting; residential and commercial new construction; large, custom business projects in both electric and natural gas territories; and strong performance by NEEA. Generation sources since 2015 are strongly driven by solar and also include low-impact, in-conduit hydropower largely from irrigation modernization projects, biogas and small wind systems. Savings are reported in average megawatts (aMW) and million annual therms (MMTh).

This document uses the best available energy data; energy savings reported for periods prior to January 1, 2018, may be different than previously reported due to true up.

**Chart A: Electric Efficiency Strategic Plan Goal to Actual Cumulative Savings**

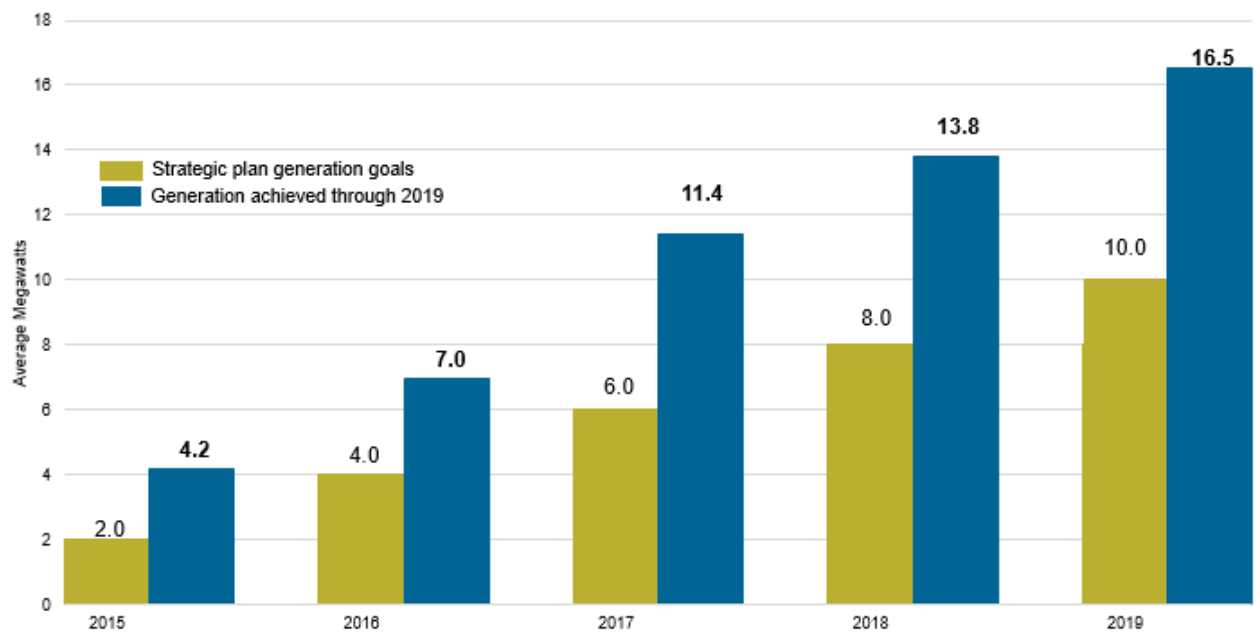


**Chart B: Gas Efficiency Strategic Plan Goal to Actual Cumulative Savings**



Note that in Chart B, Avista savings are included in achieved savings for 2016 and beyond; OPUC direction to serve Avista customers was determined after board approval of the five-year gas-savings goal.

**Chart C: Renewable Energy Strategic Plan Goal to Actual Cumulative Generation**



## II. EMERGING EFFICIENCY RESOURCES



Achieved 154% of the NEEA electric market transformation five-year goal of 35 aMW



Achieved identifying electric market transformation savings beyond NEEA



Progress made in NEEA gas market transformation activities; did not achieve readying two technologies for scale-up by 2019

### NEEA ELECTRIC MARKET TRANSFORMATION

NEEA exceeded its five-year goal of 35 aMW, achieving an estimated 54 aMW of savings. The programs and technologies that led to these new savings were:

- Refrigeration Engineers & Technicians Association (RETA) Certified Refrigeration Energy Specialist (CRES) certification initiative
- Commercial code enhancement program
- Luminaire level lighting controls
- Retail product portfolio
- Manufactured homes

### ELECTRIC MARKET TRANSFORMATION BEYOND NEEA

Technology and pilots tested by Energy Trust from 2015 to 2019 that became ready for program delivery were:

- Path to Net Zero
- Advanced power strips (tier 1)
- Residential smart thermostats
- New Buildings variable refrigerant flow
- Multifamily ductless heat pumps
- Residential automated smart thermostat optimization (phase 1)
- Commercial Pay-for-Performance\*
- Thermostat optimization\*
- Residential extended capacity heat pumps\*
- Commercial Strategic Energy Management\*

\*Pilots are now part of regular program delivery

## NEEA GAS MARKET TRANSFORMATION

Year	Progress indicator	Status
2015	Complete scanning research and concept opportunity assessment for two technologies	Achieved
2016	Complete concept opportunity assessment for three technologies	Achieved
2017	Complete market and product assessment for one technology; five additional technologies in "Scanning"	Achieved
2018	Complete strategy testing and finalization for one technology	Delayed (achieved in 2019)
2019	At least two technologies ready to scale up	Delayed

Gas market transformation work with NEEA did not result in developing two technologies to scale up by the end of the plan period. Field tests for one promising technology, condensing commercial roof-top units, were completed. This technology turned out not to be a mass market measure because the cost of the condensate line limited the measure to either new construction projects or sites with very high heating loads. Energy Trust remains interested in this technology as a custom measure.

NEEA is pursuing gas heat pump HVAC and water heating technologies. There are few manufacturers developing these products that NEEA is partnering with, and commercialization is a few years away. There have been efforts to get to market an efficient water heater with a non-power damper.

## III. STAFF ENGAGEMENT

Employee engagement is assessed using the annual Energy Trust Staff Engagement survey and the annual *Oregon Business* magazine 100 Best survey. When results from these two sources show positive reviews across the majority of questions, staff is determined to be "engaged."

Source	2015	2016	2017	2018	2019
Staff Engagement Survey Results	75% or more agreed with 3/4 of statements	75% or more agreed with 3/4 of statements	70% or more agreed with 3/4 of statements	62% or more agreed with 3/4 of statements	63% or more agreed with 3/4 of statements
<i>Oregon Business</i> Survey Results	7th	5th	6th	6th	19th
Indicator	Engaged	Engaged	Engaged	Engaged	Engaged

While staff is considered to have been engaged in 2019, there has been a downward trend in engagement over the past three years. The organization has launched several initiatives directed at improving employee engagement, including extensive manager training and assessments and efforts to improve staff understanding of compensation and performance management administration practices. Energy Trust leadership will continue to facilitate discussions and look for ways to improve employee experiences at the organization.

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# 2015-2019 Emerging Efficiency Resources Dashboard—Year 4

As of Budget Year 2019; updated with information from the 2018 annual report and pilots report

## OVERVIEW

Energy Trust and NEEA each manage a pipeline for establishing new, energy-saving resources. NEEA focuses on upstream activities stimulating the **Production & Development** of new energy-saving resources. Energy Trust focuses on **Testing & Implementing** technologies ready for deployment.

## PIPELINE STAGES

Each pipeline is designed to move technologies through a defined set of stages. Either the technology moves forward to the next stage or it drops out and will not become a savings resource for programs.

## END RESULT

If a technology successfully passes through a pipeline it becomes an additional savings resource. It is then available to the programs to design a program offering and capture the savings.

## Energy Trust Emerging Efficiency Resources Pipeline

### Scoping (2)

Residential Extended Capacity Heat Pumps  
Existing Buildings Networked Lighting Controls

### Planning (3)

Smart T-stat Demand Response/Energy Efficiency with PGE  
Residential Pay for Performance  
Commercial Pay for Performance (Ph. 2)

### Implementation (2)

Manufactured Home Replacement  
Residential Automated Smart T-Stat Optimization (Ph. 2)

### Install/Complete (1)

New Buildings Luminaire Lighting Controls

### Evaluation (5)

Ductless Heat Pumps (Res. New Construction)  
Ductless, Ducted Heat Pumps (Manuf. Homes)  
Advanced Power Strips (Tier 2)  
Commercial Pay for Performance (Ph. 1)

### New Program Savings Resources

Path to Net Zero  
Adv. Power Strips (Tier 1)  
Residential Smart T-Stats  
New Buildings Variable Refrigerant Flow  
Ductless Heat Pumps (Multifamily)  
Residential Automated Smart T-Stat Optimization (Ph.1)

● = Gas Savings Potential

#### REMOVED FROM PIPELINE

• Res. Online Appliance Purchase

• Water Sub-Metering  
• Cadet Heaters (Multifamily)

• Building Performance Tracking & Controls

• Mpower (Multifamily)

## NEEA Electric Market Transformation Pipeline

### Scanning

Advanced Commercial HVAC  
Optimized Motor Systems  
Pump Operator Certification  
Combined Water/Space Heat  
Advanced Water Heaters  
Ultra-High Definition TVs  
Connected Smart Thermostats  
Simplified Ductless Heat Pumps  
Packaged Terminal Heat Pumps  
Occupancy Sensors  
Window Films and Blinds  
High-Performance Res. Windows  
Compressed Air Systems  
Luminaire Level Controls for HVAC

### Concept Assessment

Compressed Air Saver Unit

### Market, Product Assess. Strategy & Testing

Manufactured Homes  
Com. Window Attachments  
High-Performance HVAC  
Extended Motor Products

### Market Development

Retail Product Portfolio  
Super-Efficient Dryers  
Next Step Home  
Luminaire Level Lighting Controls

Heat Pump Water Heaters  
Ductless Heat Pumps  
Other Codes & Standards  
Reduced Wattage Lamp Replacement  
Expanded Building Operator Certification  
Integrated Design Labs  
Top Tier Trade Ally  
Industrial Technical Training  
Commercial Real Estate  
Com. & Ind. SEM  
Com. Code Enhancement  
Refrigeration Operator Cert.

### Long-Term Monitoring

Monitoring & tracking energy savings from 9 previously funded initiatives

### New Program Savings Resources

**Goal by 2019**  
35 aMW of additional savings resources for Energy Trust

Early Stage  
5-yr goal: 1,400 aMW | Through 2018: 1,340 aMW

Mid Stage  
5-yr goal: 1,000 aMW | Through 2018: 1,190 aMW

Market Deployment  
5-yr goal: 175 aMW | Through 2019: 200 aMW forecast

Progress to Goal  
Through 2018: 30 aMW



# NEEA Gas Efficiency Resource Annual Progress Indicators

2015-2019 Initiatives
Absorption heat pump water heaters
Absorption continuation space and water heating systems
Residential clothes dryers
Rooftop commercial condensing heaters
Residenial hearths

Year	Metric	Status
2015	Complete scanning research and concept opportunity assessment for 2 technologies	Achieved, with 3 technologies receiving high-level assessments: Combi systems, low-capacity modulating furnaces and smart thermostats for control of multiple heat sources
2016	Complete concept opportunity assessment for 3 technologies	Achieved; reviewed hearths, gas absorption heat pump water heaters and residential gas dryers, and continued testing work with Combi systems and commerical condensing rooftop units
2017	Complete market and product assessment for 1 technology	Achieved, completed for plugless 0.67 gas water heaters
2018	Move 5 additional technologies into “Scanning”	Achieved, with 5 technologies in the Scanning phase: Part-load residential gas furnace, gas variable refrigerant flow system, commercial food service, carbon capture of combustion products and gas internal combustion engine heat pump
2018	Complete strategy testing and finalization for 1 technology	Delayed, market development of gas combined space and water heating systems was slower than anticipated
2019	At least 2 technologies ready for scale-up	NA

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2020-2024 STRATEGIC PLAN – PROGRESS METRICS

Progress indicators in the plan	Proposed metrics	Target for metric
Area Focus 1		
We achieve annual savings and generation goals and continue to use multi-year planning processes to identify ambitious longer-term energy targets that incorporate emerging sources of savings.	Annual savings and generation goals	Achieve annual goals.
	Ratio of staff time allocated to Core, Adjacent and Transformational innovation projects	In 2021-2024, for staff time spent on innovation, maintain the following ratio of time spent on three categories of projects: 60-70% – core 20-30% – adjacent 5-10% – transformational
We meet or exceed the goals we establish to increase the diversity of program participants.	Participation by underserved customers in energy efficiency and renewable energy programs	Increase customer participation in energy efficiency and renewable energy programs for all underserved populations by 20 percent by the end of 2020.* Program-specific goals and baselines are detailed in the 2019-2020 DEI Operations Plan.
Area Focus 2		
We develop a framework to value, deliver, report and evaluate energy efficiency and renewable energy resource opportunities in targeted locations in collaboration with utilities.	Progress toward testing, standardizing, streamlining and documenting our approach to Targeted Load Management (TLM)  Create a replicable methodology to guide future TLM efforts	By end of 2020, document lessons learned from first three TLM projects. By mid-2021 have semi-automated procedures in place for extracting and summarizing data by location for TLM projects. By end of 2021, complete draft methodology document for TLM. Depending on utility development, by end of 2022, develop procedures for integrating the utility- and Energy Trust-delivered elements of TLM, such as Demand Response and storage. Revise the TLM methodology in 2023.
We implement and evaluate initiatives designed to drive customer adoption of energy efficiency and renewable energy projects in targeted areas.	Status of targeted utility partnership projects intended to address system needs and constraints	None.

Area Focus 3		
We establish a system for monitoring regulatory and policy initiatives. We contribute data analyses and technical expertise during policy development and participate in policy implementation when there is potential customer benefit related to energy efficiency and renewable energy.	Progress toward establishing a centralized regulatory/policy tracking system	Complete by 2021.
	Number and type of major policy activities to which we are contributing data/expertise	Interview stakeholders in 2020 and at least one other time by 2024 to qualitatively assess how Energy Trust contributions of data/expertise were applied and how policy makers and implementers view those contributions to their policy work.
Area Focus 4		
We acquire more energy savings and renewable generation than would otherwise be achieved with only public purpose charge funding.	Total savings and generation resulting from projects that leverage other funding	None.
We coordinate with more organizations and communities where their additional resources help accomplish mutually supportive objectives.	Number and characteristics of partnerships with organizations and communities	Increase in the number of partnerships from 2020 to 2024.
We establish a concept agreement with the Oregon Public Utility Commission and at least one natural gas utility to assess a joint carbon reduction effort.	Progress toward establishing one concept agreement	Complete by 2021.
Area Focus 5		
We achieve diversity, equity and inclusion goals for employee hiring and recruitment, and for the board of directors.	Diversity of recruited applicants and new hires	Increase the diversity in recruitment and hiring of employees by 25 percent by the end of 2020.*
	Progress towards establishing metrics for board diversity and cultural competency	Establish the metrics by 2021 with input from the Diversity Advisory Council. Meet interim milestones to achieve board diversity and cultural competency, including, but not limited to, ensuring implicit bias or other similar training for board members prior to the next board member recruitment and nomination process.
Annual surveys indicate that staff are significantly aware of how annual goal setting, business planning and prioritization enables flexible resourcing of existing and new initiatives.	Staff perception of organizational flexibility and ability to respond quickly to changes, needs and new opportunities, as reported in Organizational Development survey results	90% of staff answer “ <i>sometimes</i> ”, “ <i>often</i> ” or “ <i>always</i> ” on all survey statements in 2020-2024.

\* Target for future plan years to be determined as subsequent DEI Operations Plans are adopted.

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# 2020-2024 Strategic Plan Dashboard (draft)

## Year 1—Progress report as of Q1-2020



Metric	Target	Status
Annual electric savings	Meet or exceed annual OPUC performance metric	<div><div></div>2020<div></div>2021<div></div>2022<div></div>2023<div></div>2024</div>
Annual gas savings	Meet or exceed annual OPUC performance metric	<div><div></div>2020<div></div>2021<div></div>2022<div></div>2023<div></div>2024</div>
Annual renewable generation	Meet or exceed annual OPUC performance metric	<div><div></div>2020<div></div>2021<div></div>2022<div></div>2023<div></div>2024</div>
Ratio of staff time allocated to Innovation work	Core: 60-70% Adjacent: 10-20% Transformational: 5-10%	<div><div><input checked="" type="checkbox"/></div>69% (in range)<div><input checked="" type="checkbox"/></div>29% (above range)<div><input checked="" type="checkbox"/></div>02% (below range)</div>
Increase in customer participation for all underserved populations per the 2019-2020 DEI Operations Plan <i>(future targets TBD as subsequent DEI Operations Plans are adopted)</i>	20% increase in DEI Ops. Plan Goals #1 & #2 by end of Q4-2020	<div><div></div>In progress / on track</div>

Responses:

- Responses to challenges and opportunities
- [Text]
- [Text]
- [Text]
- [Text]

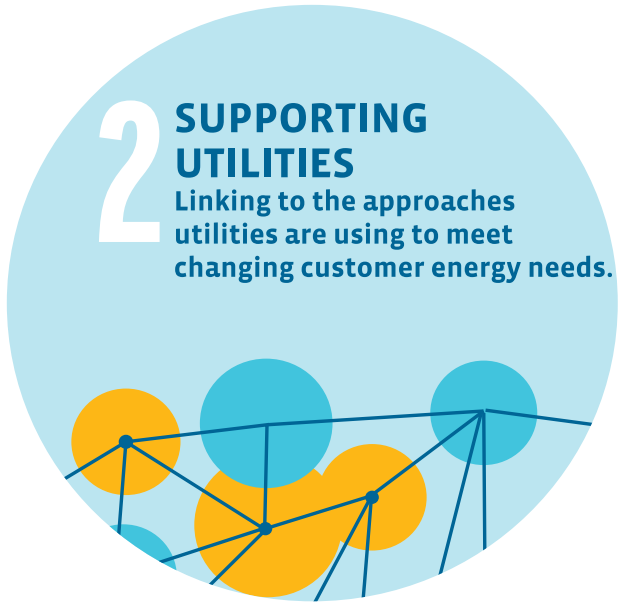
Highlights last quarter:

- Highlights from last quarter that demonstrate progress
- [Text]
- [Text]
- [Text]

Looking ahead:

- High level – what’s coming
- [Text]
- [Text]
- [Text]
- [Text]





Metric	Target	Status		
Progress toward standardizing approach to Targeted Load Management (TLM), and create a replicable methodology to guide future efforts				
<u>Milestone 1:</u> Document lessons learned from first three TLM projects	Complete by end of Q4-2020	<div><div></div></div> In progress / on-track		
<u>Milestone 2:</u> Have semi-automated procedures in place for extracting and summarizing data by location for TLM projects	Complete by end of Q2-2021	<div><div></div></div> Pending		
<u>Milestone 3:</u> Complete a draft methodology document for TLM	Complete by end of Q4-2021	<div><div></div></div> Pending		
<u>Milestone 4:</u> Develop procedures for integrating the utility- and Energy Trust-delivered elements of TLM, such as demand response and storage	Complete by end of Q4-2022	<div><div></div></div> Pending		
<u>Milestone 5:</u> Revise the TLM methodology	Complete by end of Q4-2023	<div><div></div></div> Pending		
Status of targeted utility partnership projects				
	Pending	In Progress	Completed	
	PGE	#	#	#
	Pacific Power	#	#	#
	NW Natural	#	#	#

Responses:

- Responses to challenges and opportunities
- [Text]
- [Text]
- [Text]
- [Text]

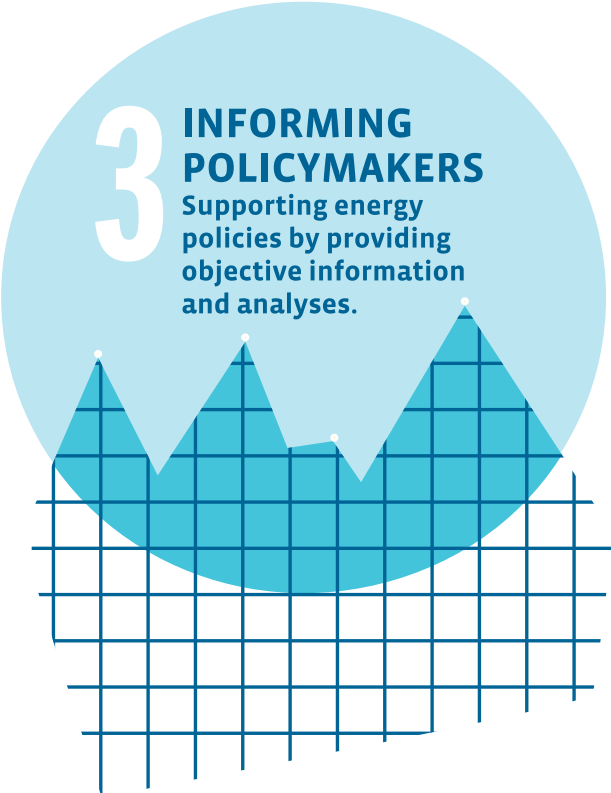
Highlights last quarter:

- Highlights from last quarter that demonstrate progress
- [Text]
- [Text]
- [Text]

Looking ahead:

- High level – what’s coming
- [Text]
- [Text]
- [Text]
- [Text]





Metric	Target	Status
<b>Progress toward establishing a centralized regulatory/policy tracking system</b>		
<u>Milestone 1:</u> Interview at least 3 stakeholders – qualitatively assess how stakeholders view Energy Trust contributions to their policy work	Complete by end of Q4-2020	<input checked="" type="checkbox"/> Complete
<u>Milestone 2:</u> Develop a centralized, internal regulatory/policy tracking system	Complete by end of Q4-2020	<input type="checkbox"/> In progress / on track
<u>Milestone 3:</u> Implement regulatory/policy tracking system and refine based on stakeholder feedback	Complete by end of Q4-2021	<input type="checkbox"/> Pending
<u>Milestone 4:</u> Refine engagement approaches based on stakeholder survey results and information in tracking systems	Complete by end of Q4-2022	<input type="checkbox"/> Pending
<b># and type of policy initiatives Energy Trust is contributing data &amp; expertise</b>		To be reported 2022-2024

Responses:

- Responses to challenges and opportunities
- [Text]
- [Text]
- [Text]
- [Text]

Highlights last quarter:

- Highlights from last quarter that demonstrate progress
- [Text]
- [Text]
- [Text]

Looking ahead:

- High level – what’s coming
- [Text]
- [Text]
- [Text]
- [Text]

# 4 DELIVERING MULTIPLE BENEFITS

Leveraging additional funding to advance clean energy investments that deliver multiple benefits.



Metric	Target	Status				
Percentage of total energy efficiency savings resulting from leveraging other funding	NA	<div>X%</div> <div>2020</div>	<div>X%</div> <div>2021</div>	<div>X%</div> <div>2022</div>	<div>X%</div> <div>2023</div>	<div>X%</div> <div>2024</div>
Percentage of total renewable energy generation resulting from leveraging other funding	NA	<div>Y%</div> <div>2020</div>	<div>Y%</div> <div>2021</div>	<div>Y%</div> <div>2022</div>	<div>Y%</div> <div>2023</div>	<div>Y%</div> <div>2024</div>
# and characteristics of partnerships with community-based organizations	Increase # of partnerships from 2020-2024	<div>Total #</div> <div>2020</div>	<div>Total #</div> <div>2021</div>	<div>Total #</div> <div>2022</div>	<div>Total #</div> <div>2023</div>	<div>Total #</div> <div>2024</div>
Enter into a concept agreement with the OPUC and at least 1 natural gas utility to assess a joint carbon reduction effort	Progress by end of Q4-2021	<div><input type="checkbox"/> Pending</div>				

## Responses:

- Responses to challenges and opportunities
- [Text]
- [Text]
- [Text]
- [Text]

## Highlights last quarter:

- Highlights from last quarter that demonstrate progress
- [Text]
- [Text]
- [Text]

## Looking ahead:

- High level – what's coming
- [Text]
- [Text]
- [Text]
- [Text]



Metric	Target	Status
Achieve diversity, equity and inclusion goals for employee hiring and recruitment, and for the board of directors. <i>(future targets TBD as subsequent DEI Operations Plans are adopted)</i>		
Diversity of recruited applicants*	Increase diversity by 25% by end of Q4-2020	<input checked="" type="checkbox"/> In progress / on track
Diversity of new hires*	Increase diversity by 25% by end of Q4-2020	<input checked="" type="checkbox"/> In progress / on track
Diversity of the board of directors <u>Milestone 1:</u> Establish metric(s) & goal(s) for board diversity with input from the DAC	Complete by end of Q3-2021	<input type="checkbox"/> Pending
Enhancing our ability to quickly and effectively respond to changes, needs and new opportunities		
Organizational Development Survey results (staff perception of our ability to quickly and effectively respond to changes, needs and new opportunities)	12 of 12 statements rated “sometimes”, “often” or “always” by 90% of staff	<input checked="" type="checkbox"/> 4 of 12 statements rated “sometimes”, “often” or “always” by 90% of staff

\*as defined in the 2019-2020 DEI Operations Plan

Responses:

- Responses to challenges and opportunities
- [Text]
- [Text]
- [Text]
- [Text]

Highlights last quarter:

- Highlights from last quarter that demonstrate progress
- [Text]
- [Text]
- [Text]

Looking ahead:

- High level – what’s coming
- [Text]
- [Text]
- [Text]
- [Text]

# Tab 8

# Conservation Advisory Council Meeting Notes

April 22, 2020

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## Attending from the council:

Alyn Spector, Cascade Natural Gas  
Anna Kim, Oregon Public Utility  
Commission  
Emily Moore, Northwest Energy Efficiency  
Alliance (for Julia Harper)  
Dave Moody, Bonneville Power  
Administration  
Jason Klotz, Portland General Electric  
Kari Greer, Pacific Power

Kerry Meade, Northwest Energy Efficiency  
Council  
Lisa McGarity, Avista  
Rick Hodges, NW Natural  
Tim Hendricks, BOMA  
Wendy Gerlitz, NW Energy Coalition  
Warren Cook, Oregon Department of  
Energy

## Attending from Energy Trust:

Hannah Cruz  
Alex Novie  
Kirstin Pinit  
Thad Roth  
Peter West  
Amber Cole  
Tyrone Henry  
Julianne Thacher  
Spencer Moersfelder  
Fred Gordon  
Scott Leonard  
Eric Braddock  
Peter Schaffer

Quinn Cherf  
Steve Lacey  
Jay Ward  
Marshall Johnson  
Mark Wyman  
Sue Fletcher  
Melanie Bissonnette  
Tom Beverly  
Cameron Starr  
Caryn Appler  
Jay Ward  
Shelly Carlton

## Others attending:

Don Jones, Jr., Pacific Power  
Lindsey Hardy, Energy Trust Board  
John Molnar, Rogers Machinery  
Alan Meyer, Energy Trust Board  
Elee Jen, Energy Trust Board

Shelly Beaulieu, TRC  
Whitney Rideout, Evergreen Consulting  
Dan Tillis, Cascade Natural Gas  
Andrea Estrada, ICF International  
William Rector, BPA

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## 1. Welcome and Introductions

Hannah Cruz, senior communications manager, convened the meeting at 1:30 p.m. The meeting was held as a video conference. Prior council meeting notes are posted [online](#) and the council accepted them with no changes.

Hannah Cruz welcomed Rick Hodges from NW Natural to the council. He is replacing Holly Meyer, who served on the council for 11 years.

The council was to give input on the development of Energy Trust's 2021 organizational goals on this day in a workshop. Instead, members will have an opportunity to give feedback at the council's June meeting. By then, goals will be near final, and council input will be referenced by staff members as they move into drafting action plans.

## 2. COVID-19 Updates

*Topic summary*

Council members provided updates on how COVID-19 has affected their organizations and how they are responding to the pandemic and social distancing requirements.

*Discussion*

Tim Hendricks of BOMA described conditions at buildings in his portfolio. Most people are working from home. They've adjusted HVAC schedules to unoccupied modes. Sanitizing is a focus area. They are starting to look at how they will re-admit people into buildings while maintaining social distancing and sanitary conditions. They've been asked to put all discretionary spending on hold.

Council members asked if energy efficiency upgrades are considered discretionary and about opportunities for work in light of high vacancy rates (Emily Moore). Tim Hendricks said both answers depend on the organization or company.

Kari Greer of Pacific Power described actions taken by the utility. Most staff are working from home. Pacific Power has suspended disconnections for nonpayment, is waiving late fees and has flexible repayment plans for customers. Employee safety is a priority. Pacific Power is trying to forecast revenues and usage and has seen a significant shift from commercial to residential, which is to be expected.

Pacific Power is now one full billing cycle into the stay-at-home order and starting to see what will happen to customers' ability to pay. Unpaid balances will begin to accrue. Chambers and economic development groups have advised in urban areas, 10% of businesses won't come back after restrictions are eased; in rural areas, 30% won't come back.

Dan Tillis of Cascade Natural Gas said the utility is getting calls from customers with bill payment difficulties and is working with those customers. Cascade is not disconnecting customers for nonpayment or charging late fees. The utility's winter help fund, which is funded by donations, had \$100,000 in it as of a few weeks ago. Customers can request help or receive a hardship grant if they were laid off or if their work hours were cut back.

Cascade does not yet have data to share on changes in energy use.

Dave Moody of Bonneville Power Administration said as a wholesaler, BPA will lag behind utilities in terms of financial impact. Staff is working remotely. Load has shifted slightly toward the evening. Most consumer-owned utilities have halted in-home work and efficiency programs have been curtailed or halted other than processing invoices.

BPA is working to support consumer-owned utilities. Trade ally workshops have been converted to webinars and strategic energy management offers have gone remote. Some projects are ongoing, but discretionary projects will stop. In the short term, BPA sees a significant impact in the pipeline, but it's too early to tell for the long term.

Lisa McGarity of Avista said it is suspending late fees and proactively communicating payment and assistance options to customers. Avista has scaled back all nonessential field work and everyone is working remotely.

Community Action Partnership agencies have stopped weatherization work for now and are doing intake via email, mail and phone. There still is money in Avista's low-income assistance budget. Avista is offering energy savings tips, building shutdown checklists and HVAC system change lists for commercial customers. Avista also created a small business resource handout

for customers to know how to access federal funds, made additional donations to nonprofits responding to the crisis and is staying in touch with local leaders to assist where possible.

Jason Klotz of Portland General Electric said PGE has suspended disconnections and late fees and is making payment arrangements to help customers or connecting them to energy assistance. PGE has closed community offices for safety reasons and waived credit card fees for small businesses. Regional outreach managers are in contact with key customers and sending internal weekly reports on what they hear.

PGE has committed \$1 million for food insecurity and educational programs and has committed funding to community action organizations and the Oregon Business Foundation.

PGE has seen a drop in sales and revenue. It has reduced spending on operations and maintenance. There's a 6.5% shift to residential usage and a shift in the time of day when customers are using power. The non-residential load is down. Hardest hit sectors are restaurants and lodging with a 25% reduction in usage. PGE fielded an international survey and found most countries are seeing an 8% to 25% reduction in overall load.

Council members asked if there have been reductions in customer demand response programs including smart thermostats (Rick Hodges). Jason Klotz said PGE suspended some marketing and will ramp back up in early May. There are also concerns with Google Nest and migration that has impacted how customers sign up and stay engaged. Test Bed activity timelines have changed, and PGE may request an extension from the OPUC depending on field work.

Rick Hodges of NW Natural said it won't know quarter one impacts until early May but that impacts so far have varied sector to sector. Some hotels are operating with very low occupancy; some restaurants are remodeling kitchens to accommodate takeout orders; most food processors are busy; auto and airline part shipments are way down, but cardboard production for Amazon is up. Elsewhere, schools that have bond funds that need to go toward energy efficiency are moving forward with projects.

Rick Hodges said low- and no-cost project messaging from Energy Trust is helpful, while bill assistance calls should go to the utilities.

Council members asked about the future of natural gas commodity costs given the decline in demand for gasoline (Alan Meyer). Rick Hodges noted oil and natural gas prices are somewhat linked. Lisa McGarity noted natural gas prices are combined into long- and short-term contracts and that savings will be on short-term contracts.

Kerry Meade of Northwest Energy Efficiency Council said it is working remotely, still loaning out tools and working with a Building Operator Certification program online.

Wendy Gerlitz of NW Energy Coalition said it is working to protect customers, particularly low-income customers. It is requesting Congress put additional funding into the federal Low Income Home Energy Assistance Program (LIHEAP), which received \$900 million in the CARES Act. The coalition is also advocating for state funds to help low-income customers.

Warren Cook of Oregon Department of Energy said nearly all department staff is working remotely. There hasn't been a slowdown in its solar rebate program.

After the meeting, Emily Moore of Northwest Energy Efficiency Alliance provided an update via email. NEEA is tracking supply chain insights and gathering insights from trade associations, manufacturers, distributors, retailers, contractors and utilities from around the region. Like NW

Energy Coalition, NEEA is working on a market insights summary that can be shared when ready.

*Next steps*

None.

### **3. Energy Trust COVID-19 Response**

*Topic summary*

Peter West, Energy Trust's director of energy programs, described changes Energy Trust has made to customer offerings, including short- and long-term adjustments. Project counts are down substantially this year compared with last year. Energy Trust's response has been targeted industry by industry. For instance, residential markets aren't being impacted as much. Staff is looking at what customers are experiencing right now and what can be done to meet their needs. From now through May, several new offers will be made available.

*Discussion*

Members asked about a list of 12 renewable energy projects Energy Trust submitted to Sen. Jeff Merkley's office for possible future funding (Lisa McGarity). Peter West said the list had irrigation modernization efforts in Klamath Falls and east of the Cascades.

*Next steps*

None.

### **4. Public Comment**

None.

### **5. Adjourn**

The meeting was adjourned at 3 p.m. The next council meeting is scheduled for June 17, 2020.



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# Diversity Advisory Council Meeting Notes

April 14, 2020

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## Attending from the council:

Charity Fain, Community Energy Project  
Dolores Martinez, EUVALCREE  
Indika Sugathadasa, PDX HIVE  
Kaeti Namba, Native American Youth and  
Family Center  
Kheoshi Owens, Empress Rules

Oswaldo Bernal, OBL Media  
Shane Davis, City of Portland  
Sherry Tran, Bend small business owner  
Susan Badger-Jones, special projects  
consultant  
Vero Silva, Rogue Climate

## Attending from Energy Trust:

Amber Cole  
Cheryle Easton  
Debbie Goldberg Menashe  
Hannah Cruz

Julianne Thacher  
Sue Fletcher  
Tyrone Henry  
Wendy Bredemeyer

## Others attending:

Angel Swanson, ICF  
Anna Kim, Oregon Public Utilities  
Commission  
Dany Kahumoku, ICF  
Heather Moline, NW Energy Coalition

Mark Kendall, Energy Trust board  
Ruchi Sadhir, Oregon Department of  
Energy  
Shelley Beaulieu, TRC

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## 1. Welcome and Ice Breaker

Tyrone Henry, Energy Trust's diversity, equity and inclusion lead, convened the meeting at 9:10 a.m. The meeting was held online via Zoom. The agenda, notes and presentation materials are available at Energy Trust's website at <https://www.energytrust.org/about/public-meetings/diversity-advisory-council-meetings/>.

Tyrone Henry led a discussion on how council members and staff are coping with the COVID-19 pandemic and Oregon's stay-at-home order. Council members described their experiences, including ways in which they have been directly impacted by the virus.

## 2. Review DAC Agenda Topic Survey Results

### *Topic summary*

Tyrone Henry discussed results of a recent survey in which council members were asked to rank agenda topics they want to discuss in the coming months. The top areas of interest were reviewing the council charter and ground rules; connecting with Energy Trust's internal diversity, equity and inclusion committee and clarifying the two groups' roles; reviewing Energy Trust's culture and human resources initiatives around diversity and recruiting; and connecting council members with the board of directors, the Renewable Energy Advisory Council and the Conservation Advisory Council.

### *Discussion*

Members discussed grouping related topic areas and ways to decide which council members should take on each one (Susan Badger-Jones and Kheoshi Owens). Mark Kendall said he would check if there were other topic areas in a previous discussion that didn't make this list.

*Next steps*

Tyrone Henry will set up a way for council members to connect with the internal diversity, equity and inclusion committee. He will also send council members the charter and ground rules for review and ask which members want to work on which topic areas.

**3. Review List of Community-based Organizations Energy Trust Currently Works with and Supports***Topic summary*

Sue Fletcher, Energy Trust's communications and customer service senior manager, provided background on Energy Trust's goal of increasing market awareness and understanding of underserved populations through engagement and deepening relationships with up to 50 community-based organizations by the end of 2020. These relationships will provide a trustworthy path to reach customers and promote trust in Energy Trust's work. Energy Trust has a list of organizations it is working with to track progress on this goal.

Sue Fletcher said partnerships can take many forms, including volunteering at and sponsoring events, providing training, serving on boards, marketing partnership and promoting and delivering incentive offers.

Sue Fletcher said so far, staff has learned managing relationships and learning from them takes time and dedicated effort. Education for customers is an area of interest and Energy Trust can offer expertise. There is also interest in funding opportunities.

*Discussion*

Council members asked how relationship ownership is being handled and how council members can help staff advancing these relationships (Susan Badger-Jones). Sue Fletcher said there has been training on the role and commitment of relationship manager(s) and ways to track engagement and that staff would welcome insight from council members on partner organizations. Members also asked about the demographics of the communities served by these organizations and what if any groups aren't yet being reached (Kheoshi Owens). Sue Fletcher said at the start of this process, she looked to see if the organizations represent rural people, low-income people and people of color, and that this would be a good time to redo that evaluation.

*Next steps*

Staff will look for feedback from council members on which groups staff should be in touch with.

**4. Update on Energy Trust Board Governance Review by Synergy Consultants, Inc.***Topic summary*

Debbie Goldberg Menashe, Energy Trust's director of legal and human resources, explained Energy Trust's board of directors hired Synergy Consultants, Inc. in 2019 to evaluate the organization and make recommendations on its board governance and operations. The recommendations, which were delivered to the board in December 2019, included working with the Diversity Advisory Council to determine what diversity, equity and inclusion means to the board and how to best reaffirm its commitment to these principles. Another recommendation was to develop ongoing diversity, equity and inclusion training for board members.

*Discussion*

Council members asked if newly appointed board members represent diverse groups (Kheoshi Owens). Debbie Goldberg Menashe said while the two new members are both white, they were selected using a more inclusive process than previously used by the board. Mark Kendall noted

there is talk of term limits and other structural changes that would support diversity on the board and in the organization.

Members asked about attending the board's strategic planning committee meeting (Susan Badger-Jones) to hear more about potential changes. Debbie Goldberg Menashe said those meetings aren't public but that this topic will be discussed at the board's May meeting, which is a public meeting. She suggested there are other ways to engage council members in this process and keep them updated.

Members asked if the strategic planning committee is using an equity lens in this process (Kheoshi Owens). Staff said yes.

#### *Next steps*

Staff and the board will engage council members on the recommendations and potential changes.

### **5. DEI Committee Revised Charter Update**

#### *Topic summary*

Tyrone Henry explained an internal diversity, equity and inclusion committee comprising 14 staff members meets about once a month. He is working to get more people of color on that committee by reaching out to employees of Energy Trust's program management contractors and program delivery contractors.

#### *Discussion*

Council members asked about racial and gender breakdown of that committee and potential new members (Kheoshi Owens). There are currently two people of color on the committee, which is about half male and half female; Tyrone Henry said he has three men of color he wants to see join. Kheoshi Owens recommended including black and indigenous women in particular and that this was a good opportunity for new leadership.

Mark Kendall asked about a timeline for these changes. Tyrone Henry said it depends on approval from the executive team.

#### *Next steps*

Tyrone Henry will provide an update to the council.

### **6. Announcements**

Mark Kendall said he has a draft code of conduct he will send to the board's policy committee along with a policy on restorative justice to address issues on the board related to diversity, equity and inclusion. He asked to send those to Kheoshi Owens for her thoughts.

Sherry Tran asked if there are council members who serve as representatives to the board, similar to how Mark Kendall and Ruchi Sadhir represent the board at council meetings. Debbie Goldberg Menashe said all council members can attend board meetings, which will be available on Zoom from now on.

Mark Kendall encouraged council members to engage with the board. While he is the board's liaison, members should feel free to clarify his remarks at board meetings and have more direct influence there.

Kheoshi Owens asked about policies around “Zoom bombing,” which is when someone disrupts a Zoom meeting. Debbie Goldberg Menashe said these are public meetings, but that Energy Trust uses Zoom settings and other precautions to manage participation. Kheoshi Owens asked what would happen if a meeting was disrupted. Debbie Goldberg Menashe said the host can mute the person and remove them from the meeting.

Tyrone Henry announced that Sherry Tran has volunteered to serve on the selection committee for the request for proposals for Energy Trust’s Existing Buildings program and commercial and industrial lighting offers. Kheoshi Owens also expressed interest in serving on that committee.

#### **7. Public Comment**

Dany Kahumoku and Angel Swanson of ICF, an Energy Trust contractor, thanked the council members for their work and described how policies affect ICF’s implementation of Energy Trust’s programs.

#### **8. Adjournment**

The meeting adjourned at 11:34 a.m. The next public meeting is scheduled for July 28, 2020.

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# Renewable Energy Advisory Council Meeting Notes

April 22, 2020

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## Attending from the council:

Erik Anderson, Pacific Power  
Josh Halley, Portland General Electric  
Oriana Magnera, Verde  
Andria Jacob, City of Portland  
Kendra Hubbard, Oregon Solar Energy Industries Association  
Jaimes Valdez, Portland Clean Energy Benefits Fund  
Les Perkins, Farmers Irrigation District

Dick Wanderscheid, Bonneville Environmental Foundation  
Rebecca Smith, Oregon Department of Energy  
Anna Kim, Oregon Public Utility Commission  
Max Green, Renewable NW  
April Snell, Oregon Water Resources Congress

## Attending from Energy Trust:

Betsy Kauffman  
Tyrone Henry  
Ryan Cook  
Lizzie Rubado  
Dave Moldal  
Robert Wylie  
Kyle Petrocine  
Anna Kim  
Shelly Carlton  
Matt Getchell

Michael Colegrove  
Hannah Cruz  
Amber Cole  
Shelly Carlton  
Cameron Starr  
Samuel Girma  
Alina Lambert  
Peter West  
David McClelland

## Others attending:

Alexia Kelly, Energy Trust board of directors  
Frank Vignola, University of Oregon

Angela Crowley-Koch, OSEIA  
Susan Brodahl, Energy Trust board of directors

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## 1. Welcome, Introductions and Announcements

Betsy Kauffman convened the meeting at 9:30 a.m. and gave housekeeping notes as this was the first Renewable Energy Advisory Council meeting that was entirely virtual. The agenda, notes and presentation materials are available on Energy Trust's website at <https://www.energytrust.org/about/public-meetings/renewable-energy-advisory-council-meetings/>

## 2. COVID-19 Response

### *Topic summary*

Members provided updates on impacts of COVID-19 and social distancing on their organizations, constituents and customers, as well as how Energy Trust can be supportive.

### *Discussion*

Erik Anderson of Pacific Power said employee and community safety is Pacific Power's highest priority as it is an essential service provider. Provisions for ratepayers have been implemented, such as suspending penalties or disconnections for non-payment. Expenses are being

reorganized as the company would like to avoid increasing rates for customers as a result of the virus. Current residential impacts to energy loads are modest, although it is too soon to tell. There has been no dramatic reduction in commercial or industrial loads, although trends are not obvious yet. COVID-19 has been impacting the ability to work on private property due to social distancing, which could have negative impacts on the upcoming fire season.

Members asked if Pacific Power is focused on back-up power for hospitals. Hospitals typically have back-up power for at least two weeks and are not seen as vulnerable at this point. Moving forward, solar + storage programs could be a potential replacement of traditional fossil fuel backup strategies (Erik Anderson).

Josh Halley of Portland General Electric said PGE recognizes COVID-19 is affecting many people economically and the company is focused on using a stronger equity lens with customers. There are local, state and federal funding streams available for local business and PGE is working to provide funding. PGE has seen an increase in residential electricity use, while commercial loads have decreased. PGE has suspended disconnections and late fees and has been connecting people to energy assistance. It has also been donating to energy assistance programs.

Based on customer feedback, PGE has extended the application deadline for the Renewable Development Fund. The residential and small business marketing plan has been suspended since it could increase people's bills. PGE is continuing with phase two of the Green Tariff work with the Oregon Public Utility Commission.

Council members requested clarification on equity specifics of groups PGE is focusing on and funding (Oriana Magnera). PGE recognizes frontline communities are the most significantly impacted and is open to feedback on specific organizations to provide funding.

Members asked to know the percentage of residential customers who were unable to pay their bills in the previous month and to see this information overlaid with geographic area provided by utilities, as well as effectiveness of energy assistance on these areas as more people continue to lose income (Jaimes Valdez and Oriana Magnera).

Oriana Magnera said the Cully neighborhood has been significantly impacted by the COVID-19 pandemic and Verde has had challenges using traditional community organizing strategies to ensure low-income communities and communities of color have accurate information on safety and health. Social distancing is especially challenging for communities that lack sufficient internet resources, leaving people ill-informed and feeling isolated. Other major concerns for low-income communities include access to food, masks and money for rent. Verde continues to focus on inequities and creative solutions to assisting people who cannot pay their bills, even after the pandemic subsides.

Andria Jacob with the City of Portland said the city has been focused on core services and is in emergency response mode. The city has activated its Emergency Coordination Center in Southeast Portland. About 90% of the initial round of Portland's Small Business Relief Fund went to small business owners of color or women, who have been impacted by COVID-19 the most in Portland. The city budget is running a \$100 million deficit in the first five weeks of the shutdown and some employees have been furloughed. A new budget will be adopted in June. Portland Public Schools has a shortage of technology, and the City of Portland is working on donations to assist with this shortage and developing mobile hot spots.



Angela Crowley-Koch of OSEIA provided an update on the association's activities. The timeline for requesting solar stimulus is unknown but will most likely be after the pandemic subsides, perhaps near the end of May or June. Online permitting and inspections are near-term opportunities for supporting the solar industry and solar jobs. Solar installers are adapting, such as focusing on storage and changing sales techniques.

Jaimes Valdez said the Portland Clean Energy Benefits Fund is in good shape and work continues. The fund is tied to retail sales activity, which is likely to reduce in the coming months. Nonprofits are essential during this time; safety and economic impacts need to be focused on people of color in Portland. All outreach is transitioning to virtual meetings and the focus will be on online training for nonprofits to prepare for applications. Modeling is unknown, but the fund anticipates being a longer-term solution. Officials expect more funding will be available in July with grants in the fall and winter. Electronic permitting pathways can help move the Bureau of Development Services forward.

#### *Next steps*

Responses to some members' questions will be gathered by Betsy Kauffman and sent to council members after the meeting.

### **3. Q&A**

#### *Topic summary*

This was a time for council members to ask questions about changes made in response to COVID-19.

#### *Discussion*

Members asked about impacts on the Oregon Community Solar Program (Andria Jacob). Staff said timelines for the program are not expected to be impacted by COVID-19. The program is still accepting and processing applications and pre-certified projects are moving into the outreach and enrollment stage. The low-income facilitator for the program is reorienting its outreach strategy. Timelines for specific projects may be impacted regarding outreach, construction, permitting and financing. Program administrators are staying in touch with project managers and community-based organizations to understand what challenges they are facing and addressing whether flexibility in program rules are needed.

#### *Next steps*

Staff asked utilities to provide details of any changes Pacific Power and Portland General Electric make to protect essential workers, for review of net metering applications or setting meters.

### **4. Adjourn**

The meeting adjourned at 11 a.m. There was not enough time for Energy Trust staff to discuss the organization's response to COVID-19. A presentation will be sent to council members separately. Staff will gather answers to questions posed by members in the Zoom chat that were not addressed and those answers will also be sent separately to members.

The next Renewable Energy Advisory Council meeting is scheduled for June 17, 2020.