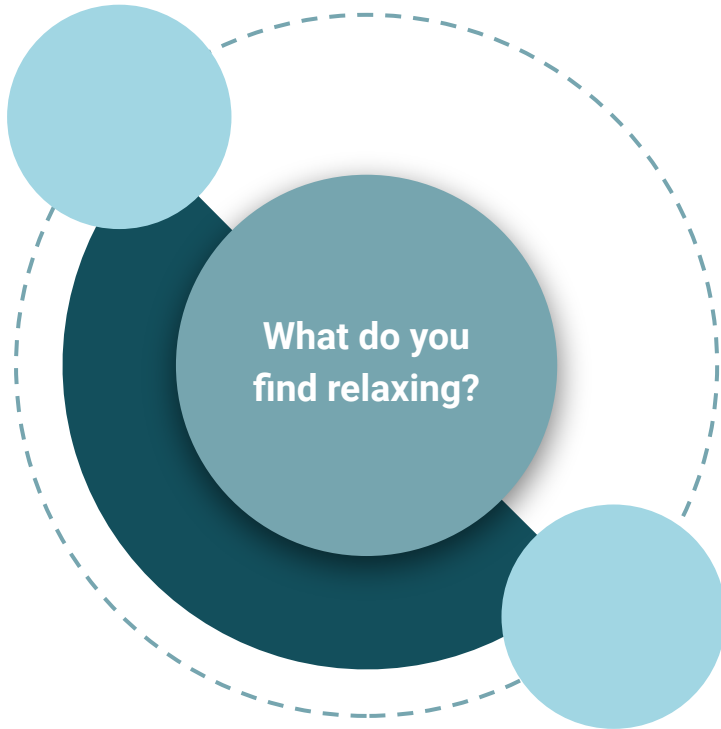# Evolving CAEECC Working Group Meeting #2

August 3, 2023 | 9:30 AM - 1:30 PM PT

Hosted by California Energy Efficiency Coordinating Committee (CAEECC)

# Introductions

**What do you find relaxing?**

In the **chat**, please introduce yourself with your:

- Name and pronouns
- Organization
- Answer to the Icebreaker question

# **Housekeeping**

- Zoom etiquette
- Public Input
- Meeting Norms and Ground Rules

# How to share thoughts, concerns, questions

**1** ECWG Members can raise their hand to speak. Members of the public please use the chat.

**2** Direct Message via Chat an ECWG Leader (they have a 🐋 in front of their Zoom name)

**3** Direct Message via Chat a Facilitator (they have a 🌺 in front of their Zoom name)

**4** Email the facilitation team at facilitator@caeecc.org

# Zoom Etiquette

- <u>Before meeting starts</u>
  - Log on a few minutes **early**, if possible, to ensure your technical connection is working.
  - **Rename** your Participant Name to include your Organization (if applicable) & Pronouns
  - Share your **video** if possible – this fosters engagement and helps mimic an in-person meeting setting (will only be available for panelists).

- <u>Throughout meeting</u>
  - **Mute** yourself when you're not speaking.
  - **WG Members: Raise your hand** to enter the queue to speak—then wait for the Facilitator to call on you / prompt you.
  - **Closed captioning** available

- <u>When to use the chat</u>
  - Chat everyone: "+1", share resources, ask non-substantive questions,
  - Chat Suhaila: share anonymous concerns
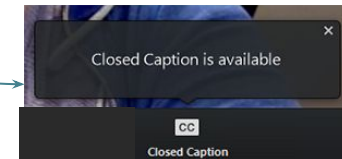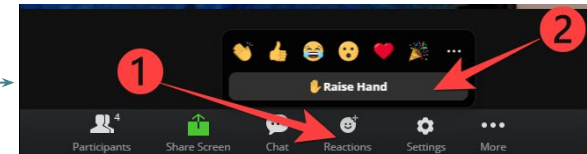
# Public Input

**Welcome Members of the Public!**

- You can participate by sharing feedback at any point in the meeting via the **chat**.
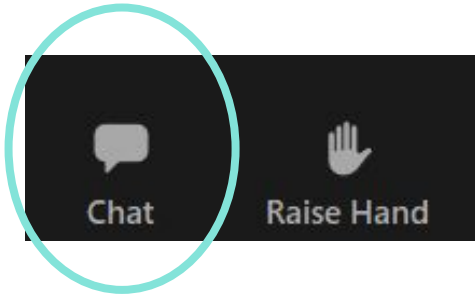


- Facilitators will elevate public feedback as and when appropriate.
- Please rename yourself on Zoom with "Public" in front of your name

# CAEECC's Groundrules

- Attend all meetings (or send designated alternate)

- Do your homework (complete pre-and post-meeting work to ensure productive meetings and that a complete deliverable is finalized)

- Facilitation team posts materials 5 days before the meeting

- If there are recommendations you don't agree with, propose alternatives or think creatively to try to bridge the gap

See Goals, Roles & Responsibilities for the full list of Ground Rules:
https://www.caeecc.org/caeecc-info

# Meeting Norms

- Make space, take space (share the mic).
- Stories shared here stay here; what is learned here leaves here.
- Share your unique perspective: share your unpopular opinion.
- Generative thinking: "yes, and" instead of "yes, but".
- Speak from the "I".
- Offer what you can; ask for what you need.
- Be curious.
- Assume best intent *and hold each other accountable to impact*.
- Be empowered to share impact.

*Creating a space of inclusion and diversity*

Anything to add? What ideas might you have to support flexibility and productive collaboration?

# Reminder: Compensation Grantees

Reminder to submit your W9 to [michelle@common-spark.com](mailto:michelle@common-spark.com). If you don't, we can't distribute funds to you!

The next invoicing period ends Aug 15! Please mark your calendars and refer to the Compensation Pilot Handbook in your inbox.

# Disclosures

| Organization / Individual | Disclosures |
|---|---|
| Acterra | PG&E, MCE, and CARB |
| MCR | SDG&E, Common Spark Consulting |
| Nicole Milner | PGE, SCG and SDGE |
| Spencer Lipp | PG&E, SDG&E, SCE, and SCG, Wildan |
| Wildan | SCE, SCG, SDG&E and PG&E, Spencer Lipp |
| Greenlining | PG&E |
| TEC | SoCalREN, I-REN, BayREN, 3C-REN, SCE, PG&E |

# Today's Meeting

# What led us to this meeting today

1. Evolving CAEECC Working Group Meeting #1 on 6/15
2. Full CAEECC Quarterly Meeting #38 on 6/22
3. Work Between Meetings, Homework B
4. Evaluation of Evolving CAEECC Working Group Meeting #1
5. Leadership Monthly Meeting on 7/17
6. Facilitator Synthesis and Proposals for Meeting #2

| Evaluations from Survey from ECWG Meeting #1 | | |
|---|---|---|
| Question | Median | Average |
| Objectives met | 5 | 5.1 |
| Presentations clear + helpful | 5 | 5.3 |
| Inclusive/Trusting Meeting *(on a scale of 3)* | *3* | 2.5 *(5.0 adjusted to 1-6 scale)* |
| Effective facilitation | 5 | 5.1 |
| Meeting success | 5 | 5.2 |
| *Unless otherwise indicated, all responses on a scale from 1-6, 6 being the highest score* | | |

# Meeting Goals

**1**

**Provide clarity on the purpose of the Evolving CAEECC Working Group**

**2**

**Establish Community Agreements & Consensus pathways for ECWG**

**3**

**Set values & principles for the work ECWG produces**

**4**

**Set the Prospectus & prioritize topics to cover**

**5**

**Tee up Phase 1: CAEECC scope, objectives, and purpose**

# Agenda

| 9:30 | Welcome and Background | • Housekeeping<br>• Agenda<br>• Review of last meeting<br>• Icebreakouts |
| 10:05 | Working Together | • Using Technology<br>• Community Agreements and what we mean by Consensus |
| 10:45 | Prospectus: ECWG Charge and Goals | • Why does ECWG exist?<br>• Context from a CDEI Member<br>• Prospectus: Goals and Outcomes of ECWG + Defining Success (Proposal + Discussion) |

Break

| 11:40 | Prospectus: ECWG Charge and Goals | • Wrapping up discussion<br>• Testing consensus |
| 12:15 | Phase 1 | • Introducing Purpose, Scope, and Goals (Facilitator Walkthrough)<br>• Clarifying Questions<br>• Framing the Homework |
| 1:10 | Wrapping Up | • What to expect next<br>• Live Evals |

# Ice-Breakouts

We'll be breakout out into groups of 2-3! Click "Join Breakout Group" when the prompt appears

**Prompt #1**

What inspires you?

**Prompt #2**

Why does ECWG matter to you?
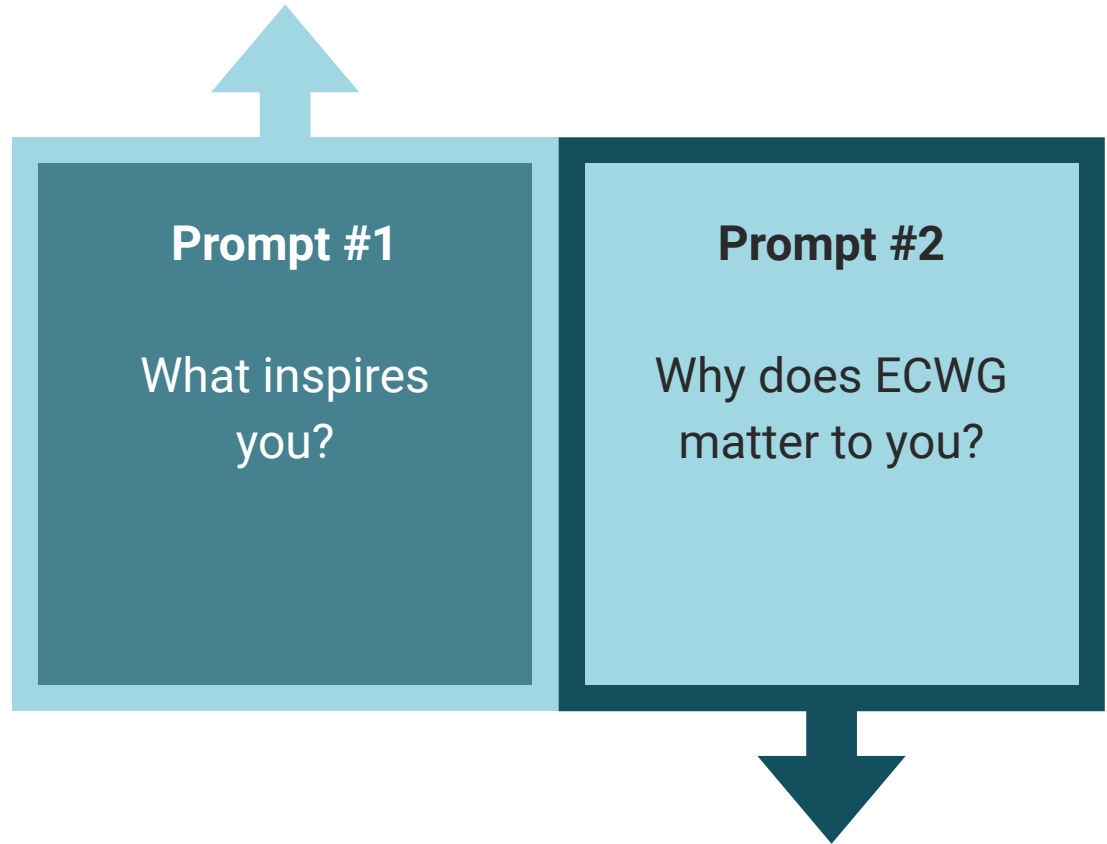
# Working Together

# Using Technology: Great ideas in the homework!

The Facilitation Team plans to utilize a mixture of the following for this & future ECWG Meetings:

- Breakout Rooms via zoom
- Google Jamboard (like a whiteboard with post it notes)
- Google Docs
- Slido (for polls and open-ended questions)

How-To Links:
Google Jamboard, Slido, Google Docs, Zoom Breakouts

In the Homework, y'all supported the need for Community Agreements. **The following Facilitator Proposal is a set of Community Agreements** to foster a "space where people feel empowered to express their freedom of thought fearlessly, but respectfully."

# Community Agreements - Facilitator Proposal

1. Every ECWG Member is equal, no one Member has more or less power than another, no type of information is valued more or less than another.
2. Listen with the intention of listening wholeheartedly and respectfully. Listen with a purpose of sharing empathy to better understand where others bring their perspectives.
3. Accept that there is no "one right way", be open-minded.
4. When countering, offer critique to a concept, not a person.
5. View differences of opinion as helpful rather than harmful.
6. Step into vulnerability, courage, and bravery.
7. Value expertise wherever it shines, including the lived/living experiences of WG Members.
8. Use language inclusively, without derogatory terms or technical jargon. Keep responses and recommendations in plain English.
9. Be patient to allow for Member comprehension and recognize everyone is learning as we go.
10. Share the mic. Share responsibility to ensure all participants have an opportunity to express their opinions.

# Meeting Norms

- Make space, take space (share the mic).
- Stories shared here stay here; what is learned here leaves here.
- Share your unique perspective: share your unpopular opinion.
- Generative thinking: "yes, and" instead of "yes, but".
- Speak from the "I".
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- Be curious.
- Assume best intent *and hold each other accountable to impact.*
- Be empowered to share impact.

*Creating a space of inclusion and diversity*

Anything to add? What ideas might you have to support flexibility and productive collaboration?

slido

# How does this set of Community Agreements sit with you?

# Community Agreements, how we relate to each other - Proposal Live Edits

1. Every ECWG Member is equal, no one Member has more or less power than another, no type of information is valued more or less than another.

2. Listen with the intention of listening wholeheartedly and respectfully. Listen with a purpose of sharing empathy to better understand where others bring their perspectives. Seek to listen actively and come with open mind and heart, be curious.

3. Recognize, interrupt, and repair (RIR) with patience and kindness. Be patient to allow for Member comprehension and recognize everyone is learning as we go.

4. Accept that there is no "one right way", be open-minded.

5. When countering, offer critique to a concept, not a person.

6. Suspend judgment. View differences of opinion as helpful rather than harmful. Respect each other's freedom of thought.

7. *Allow and invite first drafts, authentic sharing…* Step into vulnerability, courage, and bravery. Receive others with compassion and patience.

8. Value expertise wherever it shines, including the lived/living experiences of WG Members.

9. Use language inclusively, without derogatory terms or technical jargon. Keep responses and recommendations in plain English, avoid or spell out acronyms.

10. Share the mic. Share responsibility to ensure all participants have an opportunity to express their opinions.

11. Strive to dismantle "Norms of dominant culture" based on a false hierarchy of human value.

**Now that we have a working set of Community Agreements, we can identify what is meant by consensus**

# Consensus - Facilitator Proposal

- Members will listen with intention for sharing empathy with others to better understand where each Member is approaching with their perspectives (Community Agreement #1)

- Members who disagree with recommendations in part or in full, will present alternative recommendations.

- Consensus will be achieved if everyone indicates support for a proposal. Support could range from enthusiastic support to "I can live with that" level of tolerance.

- Members will be encouraged and asked to note their range of support/tolerance and any preferred alternatives. Members will be asked to present reasons for their level of support to facilitate a more holistic, inclusive, and productive conversation.

- Any proposal that fails to meet consensus will require the group to develop amendments or alternate proposals.

- In the event that consensus is not reached for a particular topic or recommendation (after every effort to reach support), it will be noted in the final recommendations along with alternatives that were offered but also did not achieve consensus.

# Prospectus: ECWG Charge and Goals

# Why does ECWG exist?

**1** CAEECC realized a need for CAEECC to "evolve" to better align to inclusionary practices and to the changes made within the oversight of market-rate energy efficiency programs run by the Investor-Owned Utilities (IOUs) that are mandated by the CPUC.

**2** The Composition, Diversity, Equity, and Inclusion (CDEI) Working Group tasked with thinking through inclusionary practices realized that more time was needed to fully develop a set of recommendations and needed to include the voices of those historically excluded to begin making a welcoming committee.

**3** Moreover, the CDEI Working Group recognized that many elements of the CAEECC structure should be investigated as the structure also upholds CAEECC's existing processes and protocols.

# What were CDEI WG's findings?

Recommended to launch a "Restructuring CAEECC Working Group" (Evolving CAEECC Working Group) to address the following topics:

- Composition/representation within CAEECC and eligibility requirements to become a CAEECC or CAEECC Working Group Member

- Compensation for prospective CAEECC Members and/or Working Group Members to engage with CAEECC.

- The technical nature of CAEECC and potential need for building competency to engage with CAEECC on a level in comparison to other members

- Recruitment and retention of CAEECC Members, Working Group Members, and other stakeholders

- Facilitation of CAEECC or CAEECC activities (including Working Groups and Workshops)

- Building accountability into the restructuring of CAEECC by measuring its effectiveness

**The work of CDEI led to the development of the Draft Prospectus,** which y'all had some very appropriate questions about. As such, the Facilitation Team provides a Simplified Charge.

# Simplified Charge for ECWG - Live Edits

The Evolving CAEECC Working Group is tasked to reconsider the CAEECC Scope, Objectives, and Purpose in relation to inclusionary practices and the changes within the regulatory proceeding since the Coordinating Committee's inception.

By reconsidering the CAEECC Scope, Objectives, and Purpose, ECWG will endeavor to expand inclusionary practices within the structure of CAEECC, including, but not limited to, the following topic areas:

- Composition/representation within CAEECC and eligibility requirements to become a CAEECC or CAEECC Working Group Member
- Compensation for prospective CAEECC Members, Working Group Members to engage with CAEECC, or beyond
- The technical nature of CAEECC and potential need for building competency to engage with CAEECC on a level in comparison to other members
- Recruitment and retention of CAEECC Members, Working Group Members, and other interested contributors
- Facilitation of CAEECC or CAEECC activities (including Working Groups and Workshops)
- Building accountability into the restructuring of CAEECC by measuring its effectiveness

The Evolving CAEECC Working Group will prioritize topics for discussion during Meeting #2 for the group's process. As the Working Group continues, Evolving CAEECC Working Group Members may revisit the prioritized topics identified in Meeting #2 and reprioritize them as deemed fit through consensus.

The Evolving CAEECC Working Group will recommend actions for CAEECC to take—in terms of its restructuring as envisioned by the Evolving CAEECC Working Group—through a formal Final Report. Recommendations will be consensus-based as defined by the Working Group.

slido

How does this Simplified Charge sit with you?

# Simplified Charge for ECWG - Live Edits

The Evolving CAEECC Working Group is tasked to reconsider the CAEECC Scope, Objectives, and Purpose in relation to inclusionary practices and the changes within the regulatory proceeding since the Coordinating Committee's inception.

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# BREAK (take 10)

**Last but not least, the Facilitation Team offers to set some Values and Principles that would apply to all the work ECWG produces**.

# Values and Principles - Facilitator Proposal

1.  Seek to better the quality of life for Communities of Concern by mitigating undue harm and burden on Communities of Concern and their representatives.

2.  Seek equitable outcomes*, not for the benefit of any individual representation, but for the collective and California as a whole.

3.  Strive to adhere to the Jemez Principles for Democratic Organizing.

4.  Question the distribution of benefits and harm (if applicable).

* A member proposed including a definition here, and the Facilitation Team proposes to place this definition in the Purpose of CAEECC under Phase 1 of the Simplified charge

# Phases to cover related topics

## 1

CAEECC Scope, Purpose, Objectives

## 2

Composition/ Representation and Eligibility (CAEECC and WGs), Compensation, Competency, Recruitment and Retention

## 3

Facilitation, Accountability and Reporting, Additional Topics (like Portfolio Oversight)

# What's the timeline of the Evolving CAEECC WG?

*Work Between Meetings A*

**Jun 15** — *Evolving CAEECC WG Meeting #1*

Done!

**Jun 21** — *Full CAEECC Quarterly #38*

Present an update on ECWG to CAEECC

**Due: July** — *Work Between Meetings B*

Reading background + scope prioritization activity; Onboarding Webinar

**Aug 3** — **Evolving CAEECC WG Meeting #2**

**TODAY!** Begin Phase 1 topics (see Prospectus)

**Due late Aug** — **Work Between Meetings C**

Continue Phase 1. Huddle if needed

**9/27** — **Evolving CAEECC WG Meeting #3**

Continue Phase 1 topics

**Sept 20** — **Full CAEECC Quarterly #39 ***

Present an update on ECWG + CAEECC Discussion Session

**Due late Sept** — **Work Between Meetings D**

Finish Phase 1, begin Phase 2

**11/15** — **Evolving CAEECC WG Meeting #4**

Begin Phase 2

**Nov 29** — **Full CAEECC Quarterly #40**

Present an update on ECWG to CAEECC

**Dec** — **Work Between Meetings E**

Continue Phase 2, Tentative Huddle

# What's the timeline of the Evolving CAEECC WG?

**TBD Jan 2024**

**Workshop ECWG x CAEECC**

Work session with CAEECC

**Jan-Feb 2024**

**Work Between Meetings F**

Continue Phase 2, Begin Phase 3

**TBD Feb 2024**

**Evolving CAEECC WG Meeting #5**

Begin Phase 3

**Feb/March 2024**

**Work Between Meetings G**

Continue Phase 3

**Feb/March 2024**

**Full CAEECC Quarterly #41***

Present an update on ECWG + CAEECC Discussion Session

**April 2024**

**Work Between Meetings H**

Finish Phase 3, Huddle if needed

**TBD April/ May 2024**

**Evolving CAEECC WG Meeting #6**

Finalize + Prep for final presentation

**June 2024**

**Full CAEECC Quarterly #41**

**Present finalized recommendations to CAEECC**

# Phase 1

# Simplified "Simplified ECWG Charge"

Reconsider the CAEECC Scope, Objectives, and Purpose related to inclusionary practices.

Topic areas include, but not limited to:

- Composition/representation and eligibility requirements to become a member
- Compensation for prospective members to engage in process
- Need for building technical competency for prospective members to engage
- Recruitment and retention of members and interested contributors
- Facilitation of all activities (including Working Groups and Workshops)
- Building accountability into the restructure by measuring its effectiveness

Prioritization of topics will be determined in ongoings meetings & decisions through consensus process.

The group will draft a Final Report with recommend actions for CAEECC.

**In order to know how to evolve, we need to evaluate what CAEECC is currently charged to do and determine if it needs to change.** Phase 1 is investigating the Scope, Purpose, and Objectives of CAEECC and recommending changes as this group sees fit.

# CAEECC Scope (as it exists today)

1. Provide input into development of Business Plans prior to and throughout the drafting process (see notes below re scope of input and timing);
2. Provide input into development of implementation plans, again, prior to and throughout the drafting process;
3. Provide input into development of annual budget advice letters, again, prior to and throughout the drafting process;
4. Provide input into development and revision of metrics for inclusion in business plans and implementation plans as part of i and ii; and
5. Provide a clearinghouse for discussion of the scope and schedule of other stakeholder processes.

# CAEECC Purpose (as it exists today)

1. Provide an ongoing forum for stakeholders to bring ideas for consideration (e.g., new ideas) that could be referred to the appropriate topic specific subgroup
2. Leverage what is working
3. Identify and aim for resolution and/or propose recommendations for CPUC consideration on timely and critical issues
4. Seek to find efficiencies in the process (e.g., review opportunities for combining meetings, prioritize key issues for stakeholders to discuss, etc.)
5. Coordinate activities important to implementing a "rolling portfolio."

# CAEECC Objectives (as it exists today)
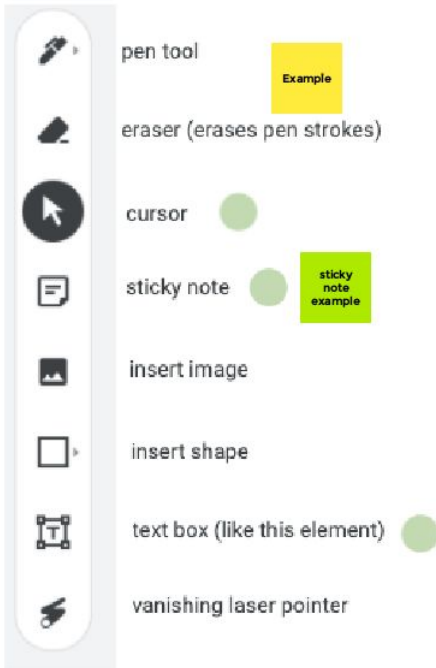
1. Support the development and expansion of high-quality energy-efficiency programs that reduce greenhouse-gas emissions in line with state climate and energy goals while responding to customer needs and market dynamics
2. Provide meaningful and useful input to the Program Administrators (PAs) in the development and implementation of their energy-efficiency business plans
3. Improve collaboration and communication among parties and with the California Public Utilities Commission (CPUC) on energy-efficiency matters
4. Resolve disagreements among stakeholders whenever possible to reduce the number of matters that need to be litigated before the CPUC

**That was a lot of text. We want to hear your initial thoughts via Jamboard** (your more refined thoughts will be collected in Homework C).

# How to use Jamboard

## Controls
we will be using the tools with the green circle

- pen tool

  Example

- eraser (erases pen strokes)

- cursor ●

- sticky note ●

  sticky note example

- insert image

- insert shape

- text box (like this element) ●

- vanishing laser pointer

## Frames
each breakout session is on its own "frame"

< 2 / 2 >

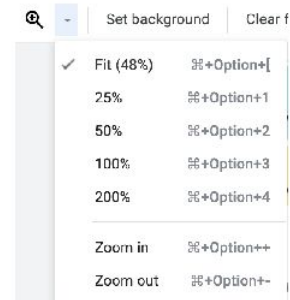Move to a different frame using this control at the top of your screen

View frames by clicking on the down arrow under the #/#

## Etiquette
guidelines for this session

1. There are no locked elements, please do not move prompts or instructions as they will move for everyone

2. Do not delete other's comments

3. Adhere to the meeting guidelines

4. Zoom in and out to view text bigger and use scrolling on your mouse/trackpad to navigate. Once zoomed, unselect the zoom button to return to the cursor

| | Set background | Clear f |
|---|---|---|
| ✓ Fit (48%) | ⌘+Option+[ | |
| 25% | ⌘+Option+1 | |
| 50% | ⌘+Option+2 | |
| 100% | ⌘+Option+3 | |
| 200% | ⌘+Option+4 | |
| Zoom in | ⌘+Option++ | |
| Zoom out | ⌘+Option+- | |

**Thanks for participating on Jamboard!** Suhaila will incorporate your feedback and thoughts when developing Homework C

# Wrapping Up

# What to expect next

**Work Between Meetings C:**
An email will be sent out by August 17 with links to this meeting follow-up materials and the homework. Homework C will be due 9/13 by 5pm PT

**Next Meeting Date: September 27 9:30am - 1:30pm PT**

**Office Hours:**
The Leadership Team has agreed to host 'Office Hours' in the coming weeks in 2-3 sessions. Members are welcome to join any of these if desired and can ask clarifying questions or explore ideas. *Note, per CAEECC policies, no decision can be made at such supplementary engagements.*

**Leadership Seats:**
ECWG Leadership Team is opening 2 spots for Members to join Leadership. Please email suhaila@common-spark.com by Aug 4 at 4pm PT with answers to the following questions:

*Why do you want to be on leadership for this working group in particular? What do you hope to bring?*

# Meeting Survey

Evals will be sent by Suhaila
(suhaila@common-spark.com)

Complete evals **today**, latest by
Aug 11, 2023 COB

# Live Meeting Evaluation - A quick glance

**Do you feel this was an inclusive and trusting environment?**

Not at all inclusive/trusting ….. Somewhat inclusive/trusting ……... Very inclusive/trusting

**Do you feel the meeting was effective?**

Not at all effective ……………...... Somewhat effective ………………………. Very effective

**What worked well? How can we improve?**

# slido

What do you need to feel confident in your work with ECWG?

# THANK YOU.

Next Meeting September 27 (9:30am - 1:30pm PT)!