

Date: 9/10/2024

Subject: Facilitator Memo on New Interim CAEECC Member Applications

To: CAEECC Members/Proxies
From: CAEECC Facilitation Team

As of today, we have received four completed applications from organizations interested in becoming interim new CAEECC Members:

- 1) **Willdan** – implementer; serves many PAs across CA and the U.S.
- 2) **Frontier Energy** – implementer focused on RENs and CCAs in CA
- 3) **Lifers Leaving a Legacy** – equity organization focused on green job workforce development in Oakland, CA
- 4) **Greenbank Associates** – equity voice focused on EE and advocacy

The four applications are now all posted on the CAEECC web page for the 9/17/2024 meeting.

This memo from our Facilitation Team discusses how these applicant organizations/individuals meet CAEECC criteria and provides the facilitation team analysis and proposal as required by the Groundrules (see attachments for relevant excerpts from the Groundrules).

CAEECC Membership Criteria

1. **Member Organizations: Organizations with substantial demonstrated interest and qualifications on energy efficiency (EE) and/or environmental and social justice (ESJ) in California**
 - a. Willdan and Frontier Energy marked substantial interest and qualifications in EE; Greenbank Associates in both EE and ESJ; Lifers Leaving a Legacy in ESJ
2. **Individual lead Member and any alternate Proxy from the Member Organization: Agreement to abide by all the CAEECC roles and responsibilities for Members and by the CAEECC groundrules**
 - a. All the Applicants' proposed lead members and proposed proxies have reviewed and agreed in writing to abide by CAEECC roles and responsibilities.
3. **Overall size of the CAEECC (e.g., in the 20-25 Member range):**
 - a. Currently the CAEECC has 21 Members. Adding potentially 4 additional new Members would put the CAEECC at the upper bound of the target range, leaving little/no room for adding additional

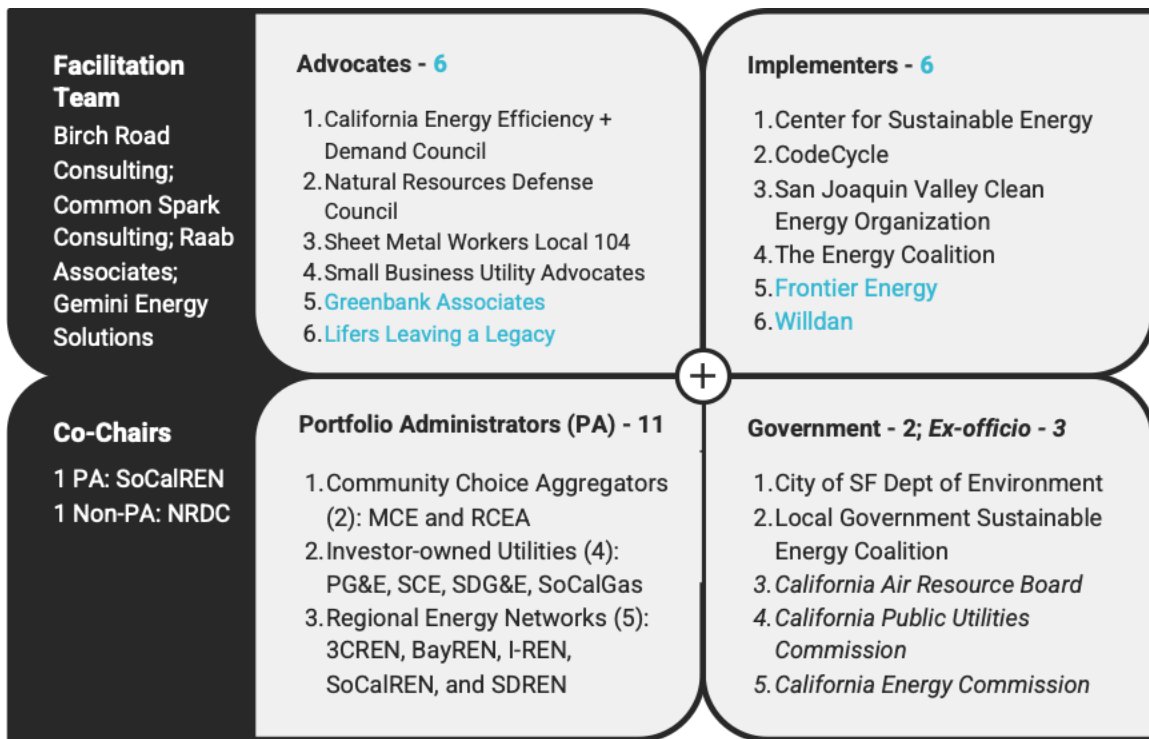
Members—unless existing Members choose to leave or CAEECC agrees to increase the target size range.

4. Specific prior experience working collaboratively in other stakeholder processes

- a. All applicants attest to having experience in other stakeholder collaboratives - however, it's important to note that direct observation is not the same as self-reported information.

5. The composition of the CAEECC as a whole, (i.e., so that there's reasonable balance among the different stakeholder interests and that there's not redundancy of interests among Members)

- a. Graphic 1 below shows in teal the changes that would arise if all 4 applicant organizations were accepted as Members.



- We note that implementers currently represent 19% of Members; adding 2 implementers would raise that to approximately 24%. Current implementer membership includes representation across segments. Likewise, advocates currently represent 19% of Members; adding 2 implementers would raise that to approximately 24%

Initial Facilitation Team Analysis and Proposal

The following analysis and recommendations are based on the Facilitation Team's review of the applications and observations of applicants (where applicable).

CAEECC Members make final determination and may have additional information on the value each applicant organization brings.

Willdan:

1. **Analysis:** meets all criterion; brings strong EE implementer perspective with broad reach across CA and throughout the U.S.; there is a small cohort of implementers on CAEECC, they would offer high impact and representation potential
2. **Proposal:** *Facilitation Team recommends admitting*

Frontier:

- **Analysis:** meets all criterion; brings strong EE implementer perspective with focus on RENs and CCAs in CA; there is a small cohort of implementers on CAEECC, they would offer high impact and representation potential
- **Proposal:** *Facilitation Team recommends admitting*

Lifers Leaving a Legacy:

- **Analysis:** meets all criterion; the organization is small and has a narrow focus on ESJ related workforce development that is not directly relevant to CAEECC's mission, although the applicant lead and alternate have demonstrated their passion for contributing via the Evolving CAEECC WG.
- **Proposal:** *Facilitation Team recommends Members discuss whether to leave seats available so there is room for organizations that offer greater reach and representation across ESJ communities (not just workforce development) especially if compensation is available in the future*

Greenbank Associates:

- **Analysis:** meets all criterion based on marked responses, but concerns have been raised regarding working collaboratively in CAEECC (Criteria 4)
- **Proposal:** *Facilitation Team recommends Members discuss criteria 4 and 5*

Thanks

Facilitation Team

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Appendix A: Historical Context

The last time CAEECC formally voted on new members was in August 2018. CAEECC Members elected to accept four of the five applicant organizations. Those accepted were LGSEC, WHPA, CodeCycle, and The Energy Coalition – all of whom are still Members except WHPA.

The School Energy Coalition was not accepted – likely on the basis of not meeting the criterion of *detailed understanding of and working familiarity with CA’s EE policies including its cost-effectiveness framework*.

Initially, there were 4 PA Members; as of August 2024 there are 11 PA Members. The number of implementers has ebbed and flowed but not as widely.

Appendix B: Excerpt from CAEECC Membership: Criteria and Process

Criteria for Adding a New Member Organization:

For the Member Organization

- Organizations with substantial demonstrated interest and qualifications on energy efficiency and/or environmental and social justice in California [added after discussion and agreement from Members present at the 1Q2024 Quarterly Meeting]
- Documented sponsorship from at least two existing CAEECC Member organizations

For the individual lead Member and any alternate Proxy from the Member Organization

- ~~A detailed understanding of and working familiarity with CA's EE policies including its cost-effectiveness framework~~ [Note to CAEECC Members: this will be removed in keeping with adding "and/or ESJ" to the first bullet criterion under "for the member organization"]
- Agreement to abide by all the CAEECC roles and responsibilities for Members and by the CAEECC groundrules
 - Ability to attend all Full CAEECC Meetings (in person) [Note: Can send proxy from organization on occasion in Member can not attend]; and willingness to attend CAEECC Working Groups and Ad Hoc Workshops on topics of interest to your organization
- Specific prior experience working collaboratively in other stakeholder processes [Note this was added after discussion and agreement from Members present at the 4Q2019 Quarterly Meeting]

Process for Adding a New Member Organization:

1. CAEECC Facilitator posts criteria on CAEECC website for CAEECC membership and the CAEECC Member selection process
2. CAEECC Facilitator periodically notifies interested stakeholders when there are openings in the CAEECC (by informing CAEECC Members of posting on the website, and potentially notifying the CAEECC list serve)
3. Interested potential Member organizations will be required to submit a short application to the CAEECC Facilitator, including the following:
 - a. Name of proposed Member organization including names and titles of the lead Member and any alternate Proxy
 - b. Briefly explain how the organization and proposed lead Member and any alternate Proxy satisfy all of the criteria described above (interest, qualifications, knowledge of CA EE policy and cost-effectiveness framework, and ability to abide by all the CAEECC roles and responsibilities and groundrules)
 - c. Describe specific prior experience working collaboratively in other

stakeholder processes [Note 3c was added after discussion and agreement from Members present at the 4Q2019 Quarterly Meeting]

- d. Any new Member nomination must have the sponsorship of at least two existing CAEECC Members [Note 3d was added after discussion and agreement from Members present at the 4Q2019 Quarterly Meeting]
4. In assessing whether to accept a new Member, CAEECC Members should consider the following factors: A) how well the Member meets all of the Membership criteria outlined above; B) overall size of the CAEECC (e.g., in the 20-25 Member range); C) the composition of the CAEECC as a whole, (i.e., so that there's reasonable balance among the different stakeholder interests and that there's not redundancy of interests among Members); and D) avoid overly duplicative Membership on the CAEECC (e.g., an umbrella organization plus separately several of its organizational members.) [Note 4D was added after discussion and agreement from Members present at the 4Q2019 Quarterly Meeting]
5. CAEECC Facilitator compiles applications and annually circulates application letters to Full CAEECC for their consideration (either at a regularly-scheduled CAEECC meeting or some other process agreed to by the CAEECC), along with an initial proposal based on the criteria above for Member discussion and approval
6. After discussion by the CAEECC, facilitator will attempt to get a consensus of the Members present within the allotted time on the disposition of each new Member application (defined as unanimity). If there is no consensus of the Members present, then the CAEECC will vote on each new Member application—and a minimum of $\frac{3}{4}$ of the total Membership are needed to approve the new Member [Note this #6 was added after discussion and agreement from Members present at the 8/2/18 meeting]
7. Periodically (i.e., every other year) the CAEECC should consider whether important broad stakeholder clusters are missing from current CAEECC make-up—e.g., an organization specializing in social justice issues [Note #7 was added after discussion and agreement from Members present at the 4Q2019 Quarterly Meeting]