DRAFT Prospectus for Evolving CAEECC Working Group

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# Quick Context for the November 2022 CAEECC Q4 Meeting:

**Background**: This document is intended to reflect the work compiled in the [CAEECC Composition, Diversity, Equity & Inclusion (CDEI) Working Group Report, Section 6: Restructuring CAEECC Recommendations](https://4930400d-24b5-474c-9a16-0109dd2d06d3.filesusr.com/ugd/849f65_4c1b01b61b2d442fb6aea07c8d119836.docx?dn=Final%20CDEI%20WG%20Report%204.4.2022.docx) (pages 26-31). In the CDEI Working Group (CDEI WG) Report, a proposed successor Working Group was referred to as the “Restructuring CAEECC Working Group” (also later referred to as the “JEDI-related WG”. Its new interim name used for the purposes of this document is: “**Evolving CAEECC WG**”.

**Prospectus Development Process**: A draft Prospectus will be presented for approval at the November 2022 CAEECC meeting. Once the Evolving CAEECC WG launches, its WG Members will revise and develop a final Prospectus to reflect input and feedback from the November 2022 CAEECC meeting. This process enables a co-creation model that is more aligned with Justice, Equity, Diversity, and Inclusion principles.

# Background

* CAEECC’s authorizing language from the [2015 Decision (D.15-10-028)](https://www.caeecc.org/_files/ugd/575f52_58d412d0d2504684a98bea4e35877414.pdf) is centered around parties and people with extensive energy efficiency experience. It does not include any language/guidance pertaining to justice, equity, diversity, or inclusion efforts.
* CAEECC’s formal structure and approach to engagement needs to evolve to advance the Commission’s commitment to Environmental and Social Justice as articulated through their “[CPUC’s Environmental and Social Justice Action Plan](https://www.cpuc.ca.gov/esjactionplan)” (“CPUC ESJ Action Plan”), as well as to ensure efficiency offerings are designed to meet the needs of all customers and to invest meaningfully in communities left behind.
	+ CAEECC *is not currently* structured in the way needed to show up to address justice, equity, diversity, and inclusion as it pertains to energy efficiency under the purview of the CPUC.
	+ Perpetuating the status quo of CAEECC’s current structure will continue to leave voices out and would undermine opportunities to meet the state and Commission equity goals
	+ The CDEI WG Final Report proposed a series of topics for this WG to explore, ranging from purpose to facilitation to membership application
* CAEECC member discussions have recognized an evolution of needs and commitments of the CPUC and the EE Portfolio that may impact the Purpose, Objectives, Structure, and Processes of CAEECC

**IS THERE EQUITY WITHIN**

**ENERGY EFFICIENCY?**

**Bill Savings**

**Jobs/Market**

**Carbon/Pollution**

Are there bill savings for everyone?

Are there more jobs and better markets for everyone?

Is it reducing carbon/pollution everywhere?

**ENERGY EFFICIENCY TRADITIONALLY**

**Bill Savings**

**Jobs/Market**

**Carbon/Pollution**

# Proposed Charge & Purpose of the Evolving CAEECC WG

Align the CAEECC Purpose, Objectives, Structure, and Processes as reflected in its governance policies, with CPUC and state goals around justice, equity, diversity, and inclusion, and evolving needs of the EE Portfolio. In addition, this WG is charged to recognize climate goals and the use of energy efficiency to support carbon goals, and health inequities, as possible. Key activities to include:

1. Evaluate the current CAEECC Purpose, Objectives, Structure, and Processes (defined in 2014 and codified in [D.15-10-028](https://www.caeecc.org/_files/ugd/575f52_58d412d0d2504684a98bea4e35877414.pdf)), considering the state’s climate, energy, and equity (see CPUC’s ESJ Action Plan) goals.
2. Identify recommended updates to the Purpose, Objectives, Structure, and Processes of CAEECC based on that evaluation.
3. To the extent appropriate, develop a new proposed structure with any related sub-topics—such as processes, composition/representation and eligibility, and required resources—and submit recommendations for approval by CAEECC
4. Review and propose any updates to the current governance documents (e.g., conflict of interest, ground rules, application, and recruitment docs, etc.) and authorizing language in D.15-10-028 and submit recommendations for approval by CAEECC (and the CPUC, where appropriate).

# Scope of Topics

The Evolving CAEECC WG’s scope is intentionally comprehensive such that the WG may examine and make recommendations on anything pertaining to its stated purpose. The origin of these topics are from the fourteen CDEI Work Group recommendations that were proposed and discussed at the April and June 2022 CAEECC Meetings (see [Final CDEI WG Report](https://4930400d-24b5-474c-9a16-0109dd2d06d3.filesusr.com/ugd/849f65_4c1b01b61b2d442fb6aea07c8d119836.docx?dn=Final%20CDEI%20WG%20Report%204.4.2022.docx)). Proposed topics are open to revision and re-organization by WG members:

* Purpose, Objectives, Scope of CAEECC
	+ Any changes related evolving needs of the EE Portfolio.
	+ Any justice, equity, diversity, and/or inclusion matter relevant to CAEECC’s purpose.
* Composition/Representation and Eligibility (CAEECC and WGs)
	+ Consider recommendations in Section 6 of the Final CDEI WG Report, including eligibility for CAEECC members and subsequent Working Group members, application processes, and conflict of interest.
	+ Consider how CAEECC can best engage communities not engaged/represented as a CAEECC member in addition to ensuring authentic representation of impacted communities in CAEECC.
* Compensation
	+ Consider the outcomes of the [Compensation Task Force](https://www.caeecc.org/compensation-task-force) and inform the Compensation Pilot as recommended, along with outstanding recommendations from Section 2 of the Final CDEI WG Report, which recommend Compensation for eligible participants for certain CAEECC activities (to be determined).
* Competency Building
	+ Consider recommendations in Section 3 of the Final CDEI WG Report.
* Recruitment & Retention
	+ Consider recommendations in Section 4 of the Final CDEI WG Report.
* Facilitation
	+ Consider the initial thinking from the Final CDEI WG in Section 5 of the CDEI WG Report.
* Accountability & Reporting
	+ Consider how to evaluate progress and effectiveness of the implementation of this WG’s recommendations.
* Additional topics
	+ Think holistically about intersectional ideas across the CDEI Working Group and CDEI mini team recommendations.
	+ Consider ideas to support inclusive community-led solutions to meet CA state goals for Energy/Climate, [Health in All Policies](https://www.google.com/url?q=https://sgc.ca.gov/programs/healthandequity/hiap/&sa=D&source=docs&ust=1660857862163693&usg=AOvVaw3DNqCqa2V75Bgsuaf2hWh3), and Environmental and Social Justice Action plans including Racial Equity Action Plans in alignment with federal Justice40 benefits.

# Working Group Membership

## Composition Considerations from the CDEI WG

* Strive to balance voices with existing CAEECC members
* Strive to balance power dynamics, considering representation of those with and without power (resources, access, etc.)

## Working Group Members & Participants Ideas from CDEI WG Final Report

In addition to any CAEECC Member organizations who wish to participate, reach out to following:

* Community voices/organizations and/or individuals
* Community Based Organization (CBO) voices
* Environmental Justice representatives (e.g., Asian Pacific Environmental Network (APEN), PODER, California Environmental Justice Alliance (CEJA), Local Clean Energy Alliance, The National Association for the Advancement of Colored People (NAACP), etc.[[1]](#footnote-1))
* Social Justice (e.g., Greenlining)
* Climate health related
* Public/civic sector (e.g., K-12, community colleges, rural local governments, etc.)
* Youth groups
* Green Building Professionals/ Building sector (AEC stakeholders)
* Renewable energy/technologies sector
* Variety of EE workforce groups and apprenticeships
* Intersectional groups such as those with EV / electrification of transportation sector
* Faith-based organizations (i.e., Interfaith Power and Light)

## Compensation for Eligible Working Group Members

The Compensation Task Force was created as a first act from the CDEI Working Group recommendations so that a Compensation Pilot could be designed for the compensation of eligible members in *this* Evolving CAEECC Working Group. The Compensation Pilot was initiated to provide the widest range of voices in this WG’s conversations, knowing that compensation is one of many important ways to remove barriers to participation. The Compensation Pilot recommendations from the Compensation Task Force Final Report were reviewed by CAEECC members on October 19, 2022 and CAEECC members authorized a Motion to secure funding for the Compensation Pilot to compensate members of this WG.

## Timeline Considerations

* An approach to compensating eligible stakeholders for this Evolving CAEECC Working Group is in the process of being implemented, before the WG launches (See CDEI WG Final Report Recommendation 2 for details on compensation options). The Compensation Task Force released a Final Report with specific recommendations to address the Compensation Pilot and proposed efforts to integrate into the Evolving CAEECC WG recruitment and application process.
* The WG timeline should be sufficiently long to enable dialogue, brainstorm, debate, development of ideas, as well as regular blended conversations with all CAEECC members at quarterly meetings.
* Regardless, the length of time should be no less than 6 months to allow for space between meetings to develop ideas as well as to ensure the process is accessible, especially to individuals or groups who have fewer resources and/or for which it would not be possible to participate on a faster timeline.

## Meeting Dates & Tasks:

[meeting dates & tasks table to come, including anticipated progress and decision-making points with the Full CAEECC]

# Deliverables and Outcomes

## Working Group Proposed Deliverables

Suggested Deliverables and Outcomes to be confirmed by the WG, with input from CAEECC members:

* Report of recommended changes to the Purpose, Objectives, Scope, and Processes of CAEECC, including recommended changes to governance documents
	+ To be brought forth for CAEECC member review and approval
* With CAEECC member approval: Draft motion seeking any formal adoption of recommendations, such as changes to the regulated Purpose, Objectives, Scope, and Processes, or recognition of new priorities or considerations

## Proposed Evaluation Metrics for Proposals/Recommendations

To be proposed by the WG.

# Facilitation Team

Common Spark Consulting’s **Michelle Vigen Ralston serves as the lead facilitator** for working group meetings and will be **supported by Suhaila Sikand**, Junior Consultant, Common Spark Consulting.

**Katie Abrams** will advise and serve as back-up lead facilitator.

**Senior Advisors Dr. Anthony Kinslow and Dr. Jonathan Raab** will be available to provide additional advise on equity and facilitation/mediation, respectively.

**Katie Wu,** Senior Consultant, Common Spark Consulting is also available as a back-up lead facilitator. **Sooji Yang**, Junior Consultant, Common Spark Consulting, is also available as back-up support.

**Susan Rivo** from Raab Associates will provide communications and meeting administrative support.

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# Appendix/Attachments

## Appendix A: CAEECC Ground Rules Adapted to Evolving CAEECC WG

[To come]

## Appendix B: Reference/Link to All CDEI WG Materials

[To come. Purpose is to ensure that all ideas are captured.]

1. Centering Equity in the Sustainable Building Sector (CESBS) <https://naacp.org/resources/guidelines-equitable-community-involvement-building-development-projects-and-policies>. [↑](#footnote-ref-1)