

# Evolving CAEECC Working Group Meeting #2 Summary

Meeting Date and Time: August 3, 2023, 9:30am - 1:30pm PT

On August 3, 2023, the Evolving CAEECC Working Group (ECWG) met virtually via Zoom. There were thirty two ECWG Members in attendance and no members of the public (see [Appendix A](#) for a full list of meeting attendees). This meeting was facilitated by Michelle Vigen Ralston (Ralston) and Suhaila Sikand (Sikand) of Common Spark Consulting and supported by Susan Rivo (Rivo) of Raab Associates..

Supporting meeting materials are available at:

<https://www.caeecc.org/evolving-caeecc-wg-mtg-2>. Relevant materials include:

- Agenda (*Evolving CAEECC WG #2 – Public Agenda*),
- Meeting Slide Deck (*Evolving CAEECC WG #2 – Slide Deck*), and
- Facilitator Synthesis and Proposals (*Evolving CAEECC Homework B Facilitator Synthesis and Proposals*).

## Overview

Key Meeting Takeaways:

- Members felt an eagerness to get working on the CAEECC Scope, Purpose, and Objectives and requested a document ahead of the Homework C to begin jotting down thoughts.
- Members noted that the Simplified Charge was still unclear and requested clarifications, visuals, and a better understanding of the CAEECC Scope, Purpose, and Objectives prior to solidifying a ECWG Charge.
- Members added redlines to the Community Agreements during the meeting
- Members appreciated the Values and Principles and requested clarification on the difference between these and the Community Agreements
- Members requested clarification on the process for consensus and the Facilitation Team confirmed that consensus will be tested after ECWG Members have seen the items a few times.
- CAEECC co-chairs will host a CPUC-CAEECC Training on August 16 from 2:00-3:30pm PT. Invites were sent to all ECWG Members but attendance is optional.

This meeting summary is intended to capture this meeting's discussion of ideas, concerns, and alternative options for proposals. The final ECWG recommendations will

be captured in a report delivered to the full CAEECC upon the completion of this WG's meetings/charge.

Key acronyms used in this document include: Evolving CAEECC Working Group (ECWG), California Energy Efficiency Coordinating Committee (CAEECC), California Public Utilities Commission (CPUC), energy efficiency (EE), justice equity diversity and inclusion (JEDI), disadvantaged communities (DAC) and hard-to-reach (HTR) communities, Composition Diversity Equity and Inclusion Working Group (CDEI WG), Program Administrator (PA), Investor-owned utilities (IOU), Regional Energy Network (REN), CPUC's Environmental and Social Justice Action Plan ([ESJ Action Plan](#)), Intervenor Compensation (I-Comp), and Compensation Pilot (Pilot).

## Agenda & Housekeeping

Slides 2 - 15

Suhaila Sikand welcomed everyone to the meeting and began a brief introduction section via the chat. Sikand provided general reminders, zoom etiquette, CAEECC Ground Rules and Meeting Norms, and Working Group Member disclosures. Michelle Vigen Ralston introduced the agenda below and how it was developed. Ralston provided a brief summary of the evaluations from the first meeting.

- Welcome and Housekeeping
- Topic 1: Working Together
- Topic 2: Prospectus: ECWG Goals and Charge
- Topic 3: Phase 1: CAEECC Scope, Purpose, and Objectives
- Wrapping up

*Note, the meeting evolved as needed. As such, discussion bounced back and forth between the Topic 2 and 3.*

The purpose of this meeting was to clarify questions by members, including the purpose of the working group, set community agreements and processes for consensus, discuss the final charge of the working group, and tee up the first real content task for the working group. Specifically, the objectives of this meeting were:

- Provide clarity on the purpose of the Evolving CAEECC Working Group (ECWG)
- Establish Community Agreements and Consensus pathways for ECWG
- Set values and principles for the work ECWG produces
- Set the Prospectus and prioritize topics to cover
- Tee up Phase 1: CAEECC scope, objectives, and purpose

Members were then dispersed into breakout groups to meet other members in groups of 2-3. Members were given two prompts: *What inspires you* and *Why does the working group matter to you?*

## Discussion on the Agenda and Objectives

No ECWG members raised questions, concerns, or thoughts about the objectives or agenda.

## Working Together

*Slides 16 - 24*

Ralston thanked everyone for their participation in Homework B. She noted that the Facilitation Team will be using the following tools for ECWG:

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

Ralston summarized that the Homework Responses requested some Community Agreements to be intentional and specific. The Facilitation Team presented a proposal for Community Agreements.

Ralston launched a poll to provide initial thoughts. Participants noted through the poll that the agreements encompassed the community members would like to build or somewhat or decently reflected that community. ECWG Members were invited to add suggestions to the Community Agreements. Redlines were added to the Community Agreements and are presented below (with a few clarifications and integrations). Ralston noted that Meeting Norms will be merged into the Community Agreements (shown in purple) and that the Community Agreements are a living set that can be added to as appropriate.

### Community Agreements (redlined in Meeting)

1. **In the context of recommendation generation and discussion**, every ECWG Member is equal, no one Member has more or less power than another, no type of information **or perspective** is valued more or less than another.
2. **Seek to** listen with the intention of listening wholeheartedly, respectfully, **and actively**. Listen with a purpose of sharing empathy to better understand where others bring their perspectives. **Join conversations with an 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, **and utilize generative thinking.**
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. **Be authentic to your true self knowing your true authenticity is valued and encouraged.** Step into vulnerability, courage, and bravery. **Receive others with compassion and patience – we're all learning and unlearning.**
8. **Allow and invite first-draft thinking, be raw.**
9. Value expertise wherever it shines, including the lived/living experiences of WG Members.
10. Use language inclusively, without derogatory terms or technical jargon. Keep responses and recommendations in plain English, **avoid or spell out acronyms.**
11. Share the mic. Share responsibility to ensure all participants have an opportunity to express their opinions.
12. **Strive to dismantle "Norms of dominant culture" based on a false hierarchy of human value.**

In addition, the Facilitation Team presented a proposal for Consensus. It's a proposal based on comments and the Facilitators' own experience. Ralston asked for ECWG to be sensitive to oneself and one's level of support throughout this process. Facilitator invited suggestions, but no redlines were added to the Consensus.

#### **Consensus (no edits)**

1. Members will listen with intention for sharing empathy with others to better understand where each Member is approaching with their perspectives (Community Agreement #1)
2. Members who disagree with recommendations in part or in full, will present alternative recommendations.
3. 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.
4. 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.
5. Any proposal that fails to meet consensus will require the group to develop amendments or alternate proposals.
6. 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.

## Summary of Member Discussion

### Community Agreements

- Members added several redlines to increase inclusion and the ways one can show up to ECWG participation
- A Member raised concern about power dynamics inherently existing within the WG and how to mitigate that. The Facilitator shared that unless voted upon by consensus, the Facilitation Team will not overweigh one perspective over another.

### Consensus

- A Member raised concern about the process and timeline for consensus and requested clarity. Facilitator noted that consensus would only be tested after folks have seen a proposal a few times
- Members informally agreed to note participation through video, chat, or another way when consensus is being tested.
- A Member requested anonymous alternatives to testing consensus (e.g. slido).

*A comprehensive summary of Member discussion is available in [Appendix B](#).*

## Prospectus: ECWG Charge and Goals

*Slides 25 - 37*

Ralston reviewed the background and inception of ECWG. Ralston noted the CPUC charge is to protect all Californians, but that charge isn't in practice to its fullest extent because of all the "isms" and inequities already in place. She recognized that CAEECC realized they are part of that system. Ralston explained that the Composition, Diversity, Equity, and Inclusion Working Group (CDEI WG) was the first step for CAEECC to think through what CAEECC was missing—CDEI was thinking through the different tenets of CAEECC.

Mabell Paine (Viridis Consulting) and Fabi Lao (CSE) presented an overview of CDEI WG. Paine described how she got involved in CDEI—her experience has always been very deep in the energy efficiency industry. While she was very well versed in the energy efficiency univers, she was trained that as a consultant, she didn't have a voice for her own perspective. Felt that when CDEI was launched, that the state was recognizing her unique experience and identity as a hispanic woman. Her background as a Latina woman was critical to identify who was not present in conversations at CAEECC and what CAEECC can do to give these folks the resources to be successful. Paine specified that giving resources to be successful is important so they don't feel like they're not worthy enough to be a part of the conversation or they aren't intimidated by the conversation.

The idea of competency building became really strong for this reason. Paine identified the three touchpoints for competency building throughout one's interaction with CAEECC:

- in the application process
- orientation before they join, and
- continued competency building when they are a Member

Paine connected that competency building was a key driver to understand where and how future CAEECC Members can interact with CAEECC and where CAEECC needed modifications to host more accessible interaction. Paine recognized that the eligibility requirements were the first touchpoint, then compensation. She provided an overview that key elements to inclusion includes how competency would be built throughout a Member's tenure, how CAEECC conducts recruitment and retains Members, how the facilitation is run, and where CAEECC can be accountable.

Lao described that typically CAEECC structured its working groups to be only a few months and a few meetings to do a lot of intensive work. She noted that the CDEI WG recognized that working groups work on very heavy topics and they need compensation for folks to be involved. Lao elaborated that the CDEI WG recognized that the work needed to continue beyond 3 months, and preferable for another 6 months minimum. However, Lao noted that in order to do that, compensation should be offered ahead of time. Lao summarized this is why ECWG exists, to continue the conversation, and why the Compensation Task Force precluded ECWG to create the Compensation Pilot many are currently using.

Paine added that what the CDEI WG wanted to make sure they do is look at CAEECC from the perspective of newcomers throughout their entire interaction with CAEECC and for participation in CAEECC throughout their journey. Paine recognized that there could be a really baked plan that doesn't work because it doesn't foster a circular system for feedback and iteration— CAEECC needs to look at how folks are taking on the role to foster a circular system and pivot as needed. Ralston reminded ECWG Members that all the onboarding materials won't be learned in a single sitting. She noted that there will be times in this process where some might not know what's going on but that that feeling is okay and that over the course of the next ten months the Facilitation Team hopes for ECWG Members to show up as confidently as they can and invited feedback to the Facilitation Team to foster that environment.

Ralston noted that the CDEI WG developed an outline of a Prospectus (basically what the charge would be for the new working group and some context). The Facilitation Team proposes a simplified version for ease of comprehension in a succinct form. Ultimately, Ralston summarized, the ECWG will rehash the CAEECC Scope, Purpose, and Objectives and in the process of doing so will hopefully cover the topics and questions remaining from the CDEI WG. The Facilitation Team asked for initial feedback via a Slido Poll. ECWG Members noted mixed feelings about the Simplified Charge. Members were

welcomed to provide feedback on this Simplified Charge. Below are redlines of the Simplified Charge to be more simplified. However, ECWG members noted that this simplified charge is still confusing and unclear yet not terrible. Ralston decided to come back to this after introducing through the CAEECC Scope, Objectives, and Purpose.

### **Simplified Simplified Charge as presented in Meeting #2**

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 ongoing meetings & decisions through consensus process.

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

## **Discussion on Presentation from CDEI Members**

- Members raised appreciation for different ways to have productive conversations and how to continue learning about CAEECC and the energy efficiency industry.

## **Discussion on the Simplified Charge for the Prospectus**

- A Member offered that ECWG feel not constrained by the CAEECC Scope, Purpose, and Charge as they are outdated while setting the ECWG Prospectus
- Members raised that the Simplified Charge is still word-heavy and should be further simplified. One member volunteered to and did create a bulleted version for the slide deck and meeting presentation.
- Members raised concern about the framing of the Simplified Charge and whether it was inadvertently framed as only dissecting inclusion or if ECWG will look beyond inclusionary practices. The Facilitators noted this was unintentional while reducing the number of words
- Members discussed the constraints for ECWG recommendations and what power ECWG has to a) make recommendations that are valued; b) how much “rewriting” ECWG can do; and c) the power dynamics between ECWG submitting a report to full CAEECC about how to change

- Members requested a CPUC-training by CAEECC co-chairs as offered. This training will be held on August 16 from 2:00-3:30pm PT. Many members added questions for this training to cover.

A comprehensive summary of Member discussion is available in [Appendix B](#).

## Scope, Purpose, and Objectives of CAEECC

Slides 38 - 46

Ralston noted that only a handful of folks know what CAEECC is today, and that this group will change it. She mentioned that while context is helpful, full context is not needed to participate and that the Facilitation Team will take input in whatever form and make sure it's valued.

### 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

Ralston invited the group to a jamboard to gather ECWG Member reactions to the current CAEECC Scope, Purpose, and Objectives. Members were given about ten minutes to contribute to the Jamboard (see Appendix for a written version of the board) and then Ralston summarized categories she found among responses.

- Members showcased a desire to keep meetings short, with appropriate breaks, and to increase the cadence of these meetings to take advantage of the motivation and eagerness to get moving.
- Members highlighted their motivation and eagerness to dive into this subject matter.
- Members demonstrated a hunger to learn more, particularly for clarity and about the technicalities of the energy efficiency space.
- Members generally had questions about CAEECC and ECWG, including any constraints on the work of ECWG, the mission of CAEECC, various processes within CAEECC, among other notes.

## Discussion on the CAEECC Scope, Purpose, and Objectives

### General Discussion

- Members added clarifications to the original CAEECC Scope, Purpose, and Objectives noting they were more about cost-effectiveness (the amount of money used to get a certain amount of energy savings) and non-inclusive not for the sake of being non-inclusive, but due to the original purpose of needed an outlet for registered stakeholders to sort out their disagreements and grievances.
- Members raised questions about the Portfolio Oversight concept and whether ECWG would discuss this. Facilitators noted this would be in conjunction with rehashing the CAEECC purpose.
- A Member raised that self interest should be discussed at ECWG
- A Member asked to identify the realities of ECWG's recommendations in terms of feasibility and any constraints in those foreseeable recommendations.

### Jamboard Activity Discussion

- A Member asked to identify resources that may already be available to inform this work so its not reinventing the wheel.

- A Member asked about the distinction between the Low Income Oversight Board and what CAEECC might want to be.
- A Member asked about previous outcomes and processes of CAEECC Working Groups to which the Facilitator noted that the ECWG and its predecessors were quite unique working group processes to CAEECC and generally CAEECC Working Groups are more technical in a shorter time frame.

*A comprehensive summary of Member discussion is available in [Appendix B](#).*

## Values and Principles

Ralston introduced the Values and Principles that were developed based on the Homework feedback to think about the hope and aspiration for ECWG work. Ralston noted that Mr. Charles (Individual) asked for a definition on “Equitable Outcomes” prior to the meeting and proposed that ECWG discuss this in Homework.

### Values and Principles (as presented in meeting)

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).

Ralston reviewed the anticipated Phases for the ECWG to review topics and clarified that Portfolio Oversight will be a topic under Phase 1 (CAEECC Scope, Purpose, and Objectives) as it might be related to the purpose of CAEECC.

### Discussion on Values and Principles

- Members appreciated the Values and Principles and agreed on their importance
- Members asked for clarification on the Values and Principles. The Facilitator noted the Community Agreements are about how ECWG works together and the Values and Principles are about the work ECWG would produce.
- Members discussed a Land and Labor acknowledgement and the Facilitator noted this would be better suited in the Homework and at the beginning of meetings.

*A comprehensive summary of Member discussion is available in [Appendix B](#).*

## Wrapping Up

Slides 47 - 52

Ralston closed the meeting with an overview of the Work Between Meetings Homework C, Evaluations, and office hours with the Leadership Team (and a CPUC-training with CAEECC co-chairs). Ralston reminded ECWG Members that slides are posted 5 business days in advance of meetings and hope that folks are able to look at the slide before the meeting. She announced the next meeting date of **September 27 from 9:30am - 1:30pm PT.**

In a brief live evaluation at the end of the meeting, participants generally noted that the meeting was relatively inclusive and trusting as well as a range of effectiveness, however select responses indicated the meeting was neither. Facilitators welcomed feedback and input on how they can promote a productive, safe, and trusting environment.

Sikand welcomed new ECWG Members including:

- Angelique Lopez who is replacing Nenezin Rodriguez, Day One
- Kristina Dulonglo, California Energy Commission
- Pamela Rittelmeyer who is replacing Alison LaBonte, California Public Utilities Commission

## Next Steps

Ralston summarized the next steps, which include:

- **The third ECWG meeting will be September 27 from 9:30am - 1:30pm PT.**
- CAEECC co-chairs will host a CPUC-Training on August 16 from 2-3:30pm PT
- Homework C will be posted by August 17.
- Compensation Pilot Invoices are next due on August 15 by 11:59pm PT.
- New leadership members will be announced by August 18.

This was the conclusion of the second ECWG Meeting.

## Discussion on Next Steps

- Members noted an eagerness to get working now.
- One member asked for reduced cadence in meetings
- The Facilitation Team made a [Meeting #2 Brain-dump Document](#) for initial thoughts and reactions.
- A Member requested Leadership Team email addresses:
  - Nicole Milner: milnernicole1019@gmail.com
  - Fabi Lao: fabiola.lao@energycenter.org
  - Evan Kamei: ekamei@energy-solution.com

*A comprehensive summary of Member discussion is available in [Appendix B](#).*

## Appendix A - Attendance

Organization	Name
Center for Sustainable Energy	Fabi Lao
NRDC	Lara Ettenson
PG&E	Lucy Morris
San Joaquin Valley Clean Energy Organization	Kelsey Jones
The Energy Coalition	Laurel Rothschild
CPUC	Pamela Rittelmeyer, Alison LaBonte (in transition)
CEC	Kristina Dulonglo
Acterra	Leo Steinmetz
Association of California Community & Energy Services	Jason Minsky
Association of Monterey Bay Area Governments (AMBAG)	Amaury Berteaud
Brightline Defense Project ("Brightline")	Sarah Xu
Center for Accessible Technology	Kate Woodford
Day One	Angelique Lopez
Efficiency First California	Charles Cormany
Emerald Cities Collaborative	Jenifer Lomeli-Quintero
Energy Solutions	Evan Kamei
Gateway Cities Council of Governments	Sumire Gant
Individual	Aislyn Colgan
Individual	Alice Sung
Individual	Matin Homec
Individual	Nicole Milner
Individual	Spencer Lipp
MAAC Project	Valerie Hash
Marie Harrison Community Foundation for Social and Environmental Justice	Arieann Harrison
MCR Performance Solutions	Richard Milward (alternate for Melanie Gillette)
Nevada County Energy Action Plan Committee	Jan Maes
San Diego Urban Sustainability Coalition	Tanisha-Jean Martin
The Greenlining Institute	Jordyn Bishop
Valley Clean Air Now	Tom Knox
Willdan	Lou Jacobson

## Appendix B: Discussions

### Summary of Discussion on the Community Agreements

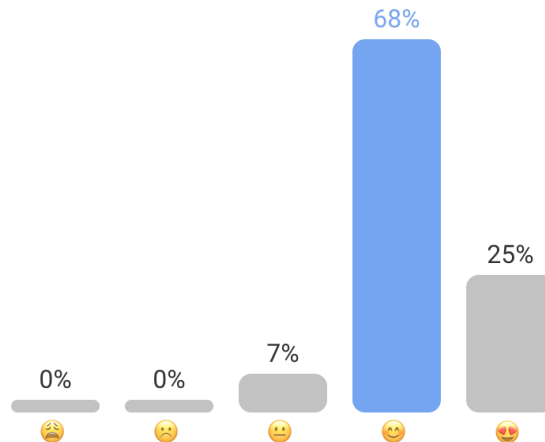


How does this set of Community Agreements sit with you?

28 👤

😞 - I don't think I can agree to these agreements 😊 - These agreements encompass the community I want

Score: 😊 4.2



Slido poll of Community Agreements for initial thoughts and feedback.

- Lara Ettenson, NRDC: Acknowledged she is on the path of learning. Asked for patience as she learns inclusive language and for the group to kindly point out as she learns.
  - Alison LaBonte, CPUC: Asked if Lara Ettenson meant “calling in”.
  - Lara Ettenson, NRDC: Elaborated her intention to ask folks to “walk along with” each other as folks embark on their learning journey.
- Laurel Rothschild, The Energy Coalition: Offered a framework: “Recognize, interrupt and repair (RIR).” Noted that the RIR Protocol is a tool comprising the bigger picture of Compassionate Dialogue™, which is a strategy and a way to engage with others through the lens of compassion. Rather than trying to label someone as wrong, shame them, or prove a point, the goal is to understand one another and then come to a resolution together.
  - +1: Nicole Milner (Individual), Fabi Lao (CSE), Angelique Lopez (Day One)
  - Facilitator: Offered the addition of “with patience and kindness.”
- Nicole Milner, Individual: Offered to add something that encourages people to have conversations of clarity for purposes of building [understanding]
  - +1: Fabi Lao (CSE)

- Alice Sung, Individual: Expressed that she's ok with what is there, but agrees with Lara Ettenson that there could be others. Suggested that ECWG does not "decide" on these promptly to allow folks to give these more thought .
- Alice: Seek to listen actively and come with open mind, and heart. Be curious
  - Facilitator: Offered to integrate it into #2.
- Aislyn Colgan, Individual: Raised the importance to acknowledge the land ECWG Members are all participating from and the Indigenous Peoples who live there
  - +1: Tanisha-Jean Martin (SDUSC), Fabi Lao (CSE), Jordyn Bishop (GLI)
  - Facilitator: Committed to add a question to the homework to find out where folks are and do more research about the land and life in that area.
- Alice Sung, Individual: Offered the addition of "Suspend Judgment" to #6
- Aislyn Colgan, Individual: Shared the barrier of "office culture" in the way one speaks or acts and how this can lead to intimidation. Added that the social construct can be limiting and that ECWG should value each individual's authentic way of speaking or behaving.
  - Lara Ettenson, NRDC: Asked if different communication styles or Learning styles are encompassing of this.
  - Facilitator: Offered to expand from office/professional to include industry culture.
  - Facilitator: Offered a first whack at this concept by adding "allow first drafts and authentic sharing" and invited revisions in the homework.
  - Fabi Lao, CSE: Try to avoid using acronyms whenever possible
- Nicole Milner, Individual: Asked to also add these Agreements to the next homework, for those who may need to process thoughts.
  - +1: Lara Ettenson (NRDC), Richard Milward (MCR Group), Alice Sung (Individual)
- Nicole Milner, Individual: Offered that ECWG should encourage everyone to feel safe or facilitate a space where people can show up as real as possible (meaning being true to oneself and us extending grace to do so)
  - Facilitator: Noted to include that language in #7
- Tanisha-Jean Martin, SDUSC: Offered to add to #7, receive others with compassion and patience – we're all learning and unlearning.
  - Facilitator: Noted to include it in #7
- Alice Sung, Individual: Offered to add strive to dismantle "Norms of dominant culture" based on a false hierarchy of human value. Noted to be comfortable with having it named, acknowledge any harm, and seek to repair relations and promote healing.
  - +1: Lara Ettenson (NRDC)
  - Facilitator: Offered to share resources on Dominant/White-Dominant/White Supremacy Culture
- Alice Sung, Individual: Suggested not to hold ourselves to only 10 agreements, but to let it live with however many ECWG may need.
- Lara Ettenson, NRDC: Reflected that NRDC did a similar exercise and it ended up being a lot of agreements so they made categories and then added details within

each category, which was a specific pedagogical style. Noted NRDC categorized their norms to be able to better process a larger number of norms.

- Alice Sung, Individual: Suggested to add values, working together, and principles and to add Jemez Principles (which are simple and easy).
- Jan Maes, Individual: Reflected on #1 and acknowledged that in reality, we all have different levels of power (unconsciously or consciously) and that inherently, Members will be using that power whether positional, expertise, previous experience, etc. Called in that the inherent power is present already, and asked how can we address this? Asked if one person's opinion might matter more than another? Shared that as a newcomer, he foreshadows conversations where someone experienced in CAEECC might have existing knowledge about someone else's perspective and as a newcomer, he won't. Asked to establish some way of understanding where folks are coming from?
  - Facilitator: Noted appreciation for the comment. Dissected different groups within this working group and the different kinds of power that exist. Clarified that the Facilitator's job is that not one single person's knowledge/expertise wins the day unless that's what everyone agrees to it.
  - Alice Sung, Individual: Offered appreciation to the point made and requested that power dynamics be mapped. Welcomed transparency Jan Maes is alluding to perhaps through conflict of interest statements and more disclosure than required.
  - Aislyn Colgan, Individual: Offered appreciation to the point. Suggested this be an agreement for ECWG to examine Members own power differentials and name them when they come up.
  - Alice Sung, Individual: In the spirit of naming power, suggested a discussion on the operational mechanics of CAEECC and how CAEECC might interact with the reform proposed by ECWG. Asked if there is a fundamental flaw in the system which is that ECWG might reveal flaws of CAEECC, but then CAEECC has the power to adopt or not adopt the recommendations that come out of ECWG.
    - Facilitator: Acknowledged this dynamic, but noted the room and possibility for change. Noted that there is incumbent power.
    - Lara Ettenson, NRDC: Noted Alice Sung's concern is a very real potential. Comforted that she doesn't believe CAEECC can squash this effort (as the CPUC is the ultimate decider), but that CAEECC can offer their own opinion to the commission in conjunction with ECWG's recommendations.
    - Facilitator: Comforted in full confidence (personally, not as facilitator) that this work will influence both CPUC and CAEECC and will bear fruit.

## Discussion on Consensus

- Aislyn Colgan, Individual: Raised curiosity and concern about the process and the timeline of the process. Asked for clarity on the process for consensus.
  - Facilitator: Clarified that the Facilitators want folks to sit with it and soak it in a few times before testing for consensus. Noted this is not a test of consensus with silence, even though it's a little uncomfortable.
- Aislyn Colgan, Individual: Asked that in consensus discussion everyone can note their presence through video, chat, or something else.
  - Facilitator: Noted they will invite folks on video, and also acknowledge barriers to video sharing and that other forms of interaction can be acceptable.
- Tanisha-Jean Martin, Individual: Appreciated "agreement does not equal success, in all cases".
- Fabi Lao, CSE: Appreciated the acknowledgement that there are different levels of tolerance when it comes to trying to reach consensus.
  - +1: Tanisha-Jean
- Nicole Milner, Individual: Offered that there might be a way to ask for consensus anonymously if folks are not comfortable speaking out publicly. Suggested to use Slido.
- Lou Jacobson, Wildan: Offered other ways to communicate with each other when off video, noted that their wifi connection in a rural area is not as solid as other areas..
  - Facilitator: Offered an unwritten agreement to let ECWG know why you're off video

## Discussion on CDEI Presentation

- Alice Sung, Individual: Requested more time to meet folks and to engage with everyone in ECWG.
  - a. Facilitator: Noted ECG will get a chance at each meeting and that the groups will be bigger.
- Fabi Lao, CSE: Appreciated the different ways to interact and engage (video, slides, email, direct message, office hours) so folks don't have to "figure things out" on their own.
  - a. Lara Ettenson, NRDC: Offered to be a resource for anyone who wants.
  - b. Mabell Paine (CDEI WG Member and Presenter): Offered contact information to ECWG: [mabell@viridis-consulting.com](mailto:mabell@viridis-consulting.com)



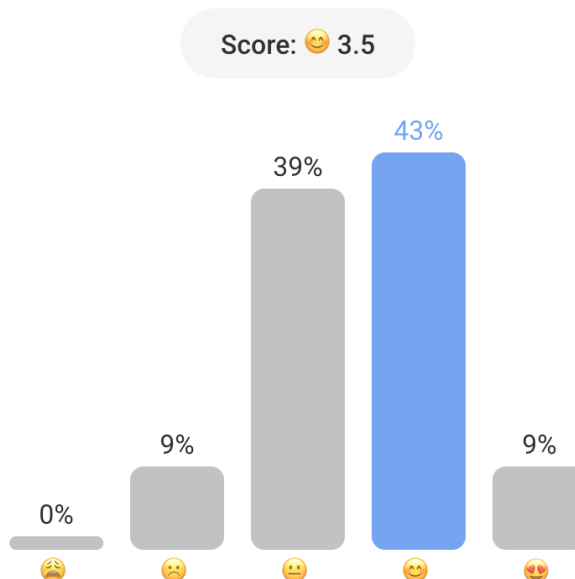
## Discussion on Simplified Charge for ECWG Prospectus



How does this Simplified Charge sit with you?

23 👤

😞 - I don't understand it & can't agree/tolerate it 😊 - I understand & whole-heartedly agree/tolerate it



Slido poll about the Facilitator Proposal for a Simplified Charge for the ECWG Prospectus

- Lara Ettenson, NRDC: Noted that CAEECC's original purpose was not to be inclusive, it was meant to resolve conflicts of "Parties" (registered stakeholders with the CPUC on the energy efficiency proceeding). Suggested the group doesn't feel constrained by the purpose of CAEECC as it is currently written. Offered that CAEECC might not be an evolved entity, but a completely new one if proposed by ECWG.
- Laurel Rothschild, TEC: Requested to reduce the amount of words, suggested to use bullets instead of sentences.
  - Facilitator: Noted they would make a PPT summary of this. Noted that this would be on top of the several page document.
  - +1: Tanisha-Jean Martin (SDUSC), Fabi Lao (CSE), Sumi Grant (Gateway Cities Council of Governments), Jordyn Bishop (GLI)
  - Lara Ettenson, NRDC: Suggested a visual instead of text.
- Spencer Lipp, Individual: Examined that what's missing in the Simplified Charge is "what does this impact in the long run"? "How does the evolving of CAEECC support the future of EE and the grid?" Noted they are missing the connection to why this is important over the next decade or two.
  - Lucy Morris, PG&E: Added that the bullets aren't considering the Purpose, Objectives, and Scope of CAEECC. Got the sense that folks want to know

what this group will do, what power it will have, etc. Requested clarity about the realistic constraints.

- Facilitator: Noted part of discussion will be about CAEECC's scope and impact, including if ECWG wants to ask for greater power of CAEECC's role. Offered that ECWG can add in values for the work of CAEECC.
- Fabi Lao, CSEi: Agreed with Facilitator about the need to be more explicit about CAEECC's impact. Noted the Composition, Diversity, Equity and Inclusion (CDEI) Working Group final report did not consider this.
- Facilitator: Responded that ECWG can explore a proposal to expand CAEECC's power of advisement in its recommendations (including, but not limited to, program design, equity program design, focus on certain populations like ESJ communities, etc). Noted the CPUC is attentive to this group and its recommendations.
- Lara Ettenson, NRDC: Suggested that ECWG should at some point connect with someone who knows the legal implications of various formations of CAEECC so we know what is a real barrier vs. perceived.
- Alice Sung, Independent: Requested clarification because it seems that the material in CAEECC meetings are about utilities presenting Business Plans where various CAEECC Members discuss that. Previous CAEECC Meetings seemed, to Sung, like it's an internal coordination of program plans to retain own profit-making. Summarized that the actions of CAEECC seems different from CAEECC's purpose as presented in the homework.
  - Lara Ettenson, NRDC: Provided a brief history of CAEECC. Overviewed that CAEECC's role is in the market-rate energy efficiency proceeding that includes policy development. Noted that historically, when Portfolio Administrators (formerly known as Program Administrators) put in their application for a longer vision for their service territory on energy efficiency (Business Plan) with a budget request (Applications), this application was subject to CAEECC's informal review (as directed by the CA Public Utilities Commission). Summarized that in between 2012 and now, CAEECC Members have informally evolved to the point that CAEECC is identifying issues in policies that are barriers to making equitable energy efficiency programs. Noted that in the past few years, CAEECC has come together to create various consensus proposals submitted to the CA Public Utilities Commission. Reminded that CAEECC is not an advisor to the CA Public Utilities Commission because that has legal requirements. Noted that CAEECC only advises PAs, and that over the past few years CAEECC recognized that there were policy problems in the proceeding. Recalled that CAEECC members started feeling like CAEECC was not helpful with

- a sole purpose to review applications and wanted to influence the policies and guardrails for energy efficiency programs more. Summarized to Sung's point that the original charter for CAEECC does not encompass what CAEECC is currently doing and that the ECWG now can define what CAEECC's future purpose will be.
- Fabi Lao (CSE): For context, a formal advisory group to the Commission would have to send public notices of their meetings to certain listservs and also follow very specific meeting processes as required by law. This wouldn't allow for the autonomy that Lara Ettenson was referencing.
  - Facilitator: Noted that a lot of what CAEECC's original purpose doesn't help CAEECC grow or align to the policies that are unfolding.
- Richard Milward, MCR Group: Personally noted that the Simplified Charge is pretty clear through the last bullet point but that the last two paragraphs then present too much detail that detracts from the text above.
    - Facilitator: Noted the helpful feedback and that those two paragraphs are more about WG process than charge which I can see would detract.
  - ECWG Members felt a desire for a CPUC-training, CAEECC, Business Plans, Rolling EE Portfolio
    - Lara: Asked for a list of questions for this training
  - Alice Sung, Independent: Asked for clarification on the source of money that business plans propose in applications for the CPUC, and if it's the Public Program Surcharge on ratepayer bills.
    - Facilitator: Offered a quick explanation and asked for a training from co-chairs. Summarized that there's a big pot of money from utility bills that are authorized to run programs to help customers save money. In the past, the programs were like a new efficient refrigerator, now they are similar to upgrading the insulation, for example. CAEECC discusses how these programs are designed, who is impacted, who benefits.
  - Alice Sung, Independent: Asked for clarification why the CDEI bullets are about the composition and makeup of CAEECC versus the purpose, scope, and objectives of CAEECC. Asked to move to the CAEECC scope to then help ECWG evaluate ECWG's charge.
    - Lara Ettenson, NRDC: Asked if ECWG will only focus on inclusionary practices or if the language in the simplified charge was inadvertently too narrow.
    - Facilitator: noted it was an oversight in an effort to simplify. ECWG will rehash the CAEECC Scope, Purpose, and Objectives in relation to the new energy efficiency space, inclusionary practices, and how to include historically underheard voices in the process and implementation of programs.
  - Jan Maes, Individuals: Clarified if the discussion right now is about whether ECWG is only tasked to talk about the structure or processes of CAEECC in the

future or also whether ECWG can also talk about CAEECC's mission and where to bring in an ESJ framework (if only to CAEECC or the energy efficiency programs themselves).

- Facilitator: Clarified there was a miscommunication on the Simplified Charge and the focus of the bullets was inadvertently highlighted.
- Richard Milward, MCR Group: Noted the simplified simplification is MUCH clearer.

## Discussion on the CAEECC Scope, Purpose, and Objectives

- Laurel Rothschild, TEC: I would say that the focus of program design for much of the last 10 years was to be "cost-effective", and GHG was not the focus metric. Equity was only raised in the last couple of years.
  - Facilitator: Summarized that cost-effectiveness was the main metric to assess programs and that it was really limiting because keeping monetary cost low isn't the only benefit which is why "equity" became a segment (funding bucket of program type).
- Lucy Morris, PG&E: Suggested the need to acknowledge the CAEECC purpose wasn't non-inclusive not to not include stakeholders, but because the CPUC needed specific feedback from the folks who were in the room at the time.
- Lara Ettenson, NRDC: Reiterated what the Facilitator said at the top of this section, these are the existing objectives and charge, which is way outdated and no longer relevant. Highlighted that ECWG essentially needs to fully rewrite these slides as part of our working group charge (in NRDC's opinion).
- Lucy Morris, PG&E: Asked about Portfolio Oversight that might be included in CAEECC.
  - Facilitator: Noted its on the radar and summarized that Portfolio Oversight is a concept to think about how the energy efficiency programs might be under the purview of a body that establishes what should be expected from these programs and whether or not those expectations were met.
- Alice Sung, Independent: Suggested this gets at the reason why who is at the table is important. Suggested that conflicts of interest or rather, "Self-interest" by the "Parties" is an issue ECWG should discuss.
  - Lara Ettenson, NRDC: self-interest is different for different parties. NRDC is a party, we don't have "self-interest" but we certainly have a specific interest. Also TURN (the utility reform network) is a consumer advocate, also has a different specific (but not self) interest...
- Alice: Asked for a definition of "Program Administrators" with examples.
  - Facilitator: Noted they are now called Portfolio Administrators
  - Lara Ettenson, NRDC: Explained that Portfolio Administrators are the entities who are in charge of moving the money around. For example PG&E (a Portfolio Administrator) collects the money and gives it to third party implementers who won bids to implement programs
  - Laurel Rothschild, TEC: Provided a current list of Energy Efficiency Portfolio Administrators: PG&E, SCE, SoCalGas, SDG&E, MCE, BayREN, SoCalREN, I-REN, 3CREN, Rural REN.

- Fabi Lao, CSE: Also provided a list of Portfolio Administrators. SCE: Southern California Edison; SDG&E: San Diego Gas & Electric; MCE: Marin Clean Energy (a Community Choice Aggregator); BayREN: Bay Area Regional Energy Network; SoCalREN: Southern California Regional Energy Network; I-REN: Inland Regional Energy Network; 3CREN (Tri-County REN)
- Ariann Harrison, Marie Harrison Community Foundation for Social and Environmental Justice: Offered that she believes that ECWG could reach solutions for the future that really brings the needs of the consumer into the rooms.
- Kate Woodford, C4AT: Asked for clarification on the realities for CAEECC since most of the items listed in the scope, purpose and objectives are now obsolete? Suggested to throw out almost all of the noted items in these lists and start anew using the JEDI principles.

## Jamboard Exercise on CAEECC Scope, Purpose, and Objectives

*The following bullets are verbatim the inputs on Jamboard with few clarifications. They are organized by categories the Facilitator identified in the meeting itself. They are in no order of priority.*

- Timing
  - Consideration for shorter meetings. There is a lot of technical information to digest and I think it would be helper to have more time to review materials prior to meeting.
  - Agree with shorter meetings, even if more meetings are required.+1
  - Almost need time to read or absorb all these slides and agenda before meetings?
  - Ever consider more/shorter meetings?
  - This was good but a lot. Need more time in homework allotment to respond, thanks.
  - Please a lunch break next time, or more breaks. 4 hours is a long time to stay engaged on Zoom
- Learning
  - got a bit more clarification
  - This background has been very helpful and I am looking forward to hearing how this relates to future implementation.
  - would want more background as to how we got here? i guess that will be part of Lara and Lucy's training but still much needed!
  - what does CPUC expect from ECWG? And same for CAEECC of ECWG?
  - Taking that CPUC training will be very helpful in understanding the full scope of how we are really contributing
  - Seems like getting the new members up to speed may take some more effort and time than expected, but I feel that is very important
  - Leeway for new members to catch up
  - Really looking forward to the training offered by Lara and Lucy - thank you!

- Gaining more clarity about our purpose. Looking forward to CPUC training
- I think running through some concrete examples... Like a Schoolhouse Rock of how an EE program goes from an idea, through the CAEECC process and gets implemented. This might clear up a lot for me.
- General / Questions
  - Who inside the CAEECC group has some ideas of what direction they would like the group to evolve into? Concrete examples could help us sort out what direction to take.
  - Would love to know what CAEECC as done recently that seems positive/useful as at least a hint of what it COULD accomplish
  - It seems that the CAEECC Scope, Purpose, and Objectives need to be tossed out and rewritten from the beginning, given the reality of the current 3rd party EE process.
  - Can we toss the Scope, Objectives and Purpose?
  - What does the CPUC expect or want from CAEECC?
  - Since the items in the the Scope, Objectives and purpose are not relevant now, can we find out from CAEECC what their realities are now?
  - Evolve CAEECC to represent and center People, justice, and equity, not profit
  - The CPUC makes the rules that historically have resulted in limited EE for some groups and communities. I see conflict between those rules and the ECWG Principles.
  - I think it might be useful to look at those Principles and identify the levers to make an impact in those areas. Then new CAEECC can orient to pull those levers.
  - What community experts have already given thought to some of these questions who we can connect with to help us define our Values and the impacts we want to see?
  - Is there room for adapting as EE changes? In other words, is there room for change when new knowledge or situations come along?
  - For me, even in parallel with the training, I think it would be helpful to dive in to some active discussion about changing CAEECC ASAP as I think that will help w/ context
  - What is the intended outcome? Making CAEECC viable in today's landscape?
  - Equity and environmental justice should be included in discussion of evolution of CAEECC
  - Still learning but curious about the different "levers" of change both hard and soft powers
  - It seems to me that CAEECC's power can be in developing equitable metrics. Is this an area of focus for the ECWG?
  - What is one major topic/issue that has been lacking/void that needs to be addressed as a priority?

- CAEECC needs to drive equitable policy change rather than just advise portfolio administrators.
- Ditto on more examples of the impact that CAEECC has. There were two specific questions under 2. Addressing Further Requested Information in Homework B regarding this that did not get addressed in the facilitators response.
  - Past recommendations and how they've affected the populations ECWG is trying to target.
  - Concrete examples of how the CAEECC has previously weighed in on or influenced the EE proceeding would help me contextualize the existing CAEECC
- Also...I think I am getting a clearer picture that the goal is to completely restructure CAEECC to be a shared leadership body that fully incorporates historically excluded voices (in alignment with the ESJ Action Plan). If this is true, and we successfully do this... I wonder what is to stop the CPUC from just marginalizing CAEECC when the group starts recommending things they don't like? Maybe more clarity on the legal requirements and snaggles of becoming an official Advisory Body would be helpful.
- Motivation
  - Can ECWG model what we want to see the CAEECC become?
  - Are there other working groups?
  - Land acknowledgement v. tribal representation on ECWG? Is there?
  - This has potential to be the radical change we the people need
  - Ready to jump in
  - This will be a process! And I hope it will be a model for other efforts beyond energy efficiency!
  - Echoing all the sentiments of this being exciting and daunting - essentially starting from scratch is certainly both

## Discussion after Jamboard Exercise

- Alice Sung, Independent: Appreciated everyone's hope for what ECWG could do together, and grateful to be here with ECWG.
- Aislyn Colgan, Independent: Suggested that while developing values and principles, ECWG should reference what resources are already available so ECWG is not reinventing the wheel.
  - Facilitator: also noted that the Facilitation Team will strive to create things for this group to react to versus asking ECWG to build ideas out of thin air and that a co-created resource area would be added to the Homework C.
- Lucy Morris, PG&E: In relation to the the Low Income Oversight Board (LIOB), asked what LIOB does and if an evolved CAEECC would want or not want to have a similar role.
  - Facilitator: Noted that a distinction of LIOB and CAEECC (as CAEECC currently is) is in the [Onboarding Video](#) around the timestamp 50:17.

- Lara Ettenson, NRDC: Noted the concern is around the formality and requirements that a "formal advisory" group has.
- Fabi Lao, CSE: Responded on a high level that the Low Income Oversight Board (LIOB) is a formal advisory body to the CPUC about income-qualified programs (no-cost), such as the Energy Savings Assistance (ESA) Program.
- Jordyn Bishop, GLI: Responded to a question about representation of Tribes. Noted they are a tribal member.
- Kate Woodford, C4AT: Asked for all the jamboard stickies to be put on a document.
  - Facilitator: Noted it would be provided in the Meeting Summary.
- Arieann Harrison: Asked about the consensus of other working groups in the past and the outcomes based on prior groups that have participated in the process.
  - Facilitator: Noted that the preceding working group that worked on this (only for 3 months) asked to create a longer effort (this working group). Noted that other CAEECC working groups were more technical and related to specific issues like how to measure programs. Invited co-chairs to embellish.

### Questions for CPUC Training:

- What replaced rolling portfolios?
- What replaced CAEECC review of Business Portfolios and Implementation plans and why?
- who are these same parties and what are those same disagreements coming up all the time? Seems important to know
- Good comment from Aislyn. Lara mentioned the Low Income Oversight Board - what do they do and why would an evolved CAEECC want or not want to have a similar role?
- Just documenting for the notes that I think we should explain the transition from Program Administrators to Portfolio Administrators because it's an important transition from programs designed and implemented by the utilities to programs Can you please clarify the stakeholders in this context (Objectives #4)?
- who are these same parties and what are those same disagreements coming up all the time? Seems important to know

### Discussion on Values and Principles

- Arieann Harrison, Marie Harrison Community Foundation for Social and Environmental Justice: Noted that to a consumer, values and principles are extremely important. The energy industry must invite consumers to the room to have the best outcomes, including climate justice, health outcomes, etc. Acknowledged that inclusion is hard to implement and that equitable energy efficiency is hard to implement.



- Richard Milward, MCR group: Asked for clarification if these values and principles for CAEECC or ECWG?
  - Facilitator: Clarified these are for ECWG, but challenged to think through how these could apply to CAEECC.
  - Alice Sung, Independent: Offered that maybe they are for both and that would be up to ECWG.
- Aislyn Colgan, Independent: Asked if a land acknowledgement go here.
  - Facilitator: Suggested it goes in the Community Agreements. Clarified the distinction between Community Agreements and Values/Principles: Community Agreements are the “how ECWG works together” and the Values/Principles are about the “work that ECWG produces”.
  - Alice Sung, Independent: Appreciated the callout and suggested a Land and Labor acknowledgement together.
- Jordyn Bishop, GLI: Agreed with defining equitable outcomes. Proposed to also define benefits.

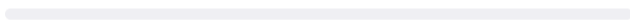
## Discussion on Next Steps

- Lucy Morris, PG&E: Expressed excitement and wished there was time to dig in now to the CAEECC Scope, Objectives, and Purpose.
- Alice Sung, Independent: Supported a smaller cadence between meetings and a training soon.
- Nicole Milner, Individual: Suggested a document to braindump for meeting #2 since Homework C will be released in a little time.
  - Facilitators: Committed to create a [Evolving CAEECC WG Meeting #2 Brain Dump](#).
- Lara Ettenson, NRDC: Offered to stay on the meeting if folks have additional questions.
- Arieann Harrison, Marie Harrison Community Foundation for Social and Environmental Justice: Expressed investment in the outcome for consumers and incorporating into climate justice is critical. Threw in a neutral because in an observing phase.
- Nicole Milner, Individual: Offered for folks to reach out if they have concerns or would like to chat things out
  - Members asked for Leadership Team email addresses

1. Do you feel this meeting was an inclusive and trusting environment? (Single Choice)

26/26 (100%) answered

Not at all inclusive and trusting (0/26) 0%



Somewhat inclusive and trusting (0/26) 0%



Neutral (3/26) 12%



Inclusive and trusting (11/26) 42%



Very inclusive and trusting (12/26) 46%



2. Do you feel this meeting was effective? (Single Choice)

26/26 (100%) answered

Not at all effective (0/26) 0%



Somewhat effective (7/26) 27%



Neutral (4/26) 15%



Effective (14/26) 54%



Very effective (1/26) 4%



*Live evaluation poll results from Meeting #2*