

Conn. Gen. Stat. § 16-245m(c)  
2022-2024 Conservation and Load Management Plan

**Notice of Vacancy and Request for Applications for the Connecticut Energy Efficiency Board**

May 18, 2023

The Department of Energy and Environmental Protection (DEEP) hereby reissues this Notice of Board Vacancy and Request for Applications for the Energy Conservation Management Board, now commonly known as the Energy Efficiency Board (EEB). DEEP is currently seeking applications for a Board member to represent an environmental group knowledgeable in energy conservation program collaboratives as set forth in Conn. Gen. Stat. § 16-245m(c)(1). This Notice of Vacancy and Request for Applications was originally filed on November 3, 2022, however, DEEP finds it appropriate to reissue the Notice to expand the applicant pool. DEEP is therefore reopening the application process until June 27, 2023. Applicants who applied previously will remain under consideration and do not need to reapply unless they wish to supplement their materials.

I. Role of the Energy Efficiency Board

The EEB advises and assists Connecticut's utilities in the development of the Conservation and Load Management Plan (C&LM Plan), which outlines investments in energy efficiency and demand management programs to achieve cost-effective energy savings statewide. The C&LM Plan is developed every three years and updated annually. It is funded by various sources, including customer contributions, the Regional Greenhouse Gas Initiative (RGGI), and proceeds from C&LM savings sold into the ISO-New England Forward Capacity Market. After receiving guidance from the EEB, the utilities submit the C&LM Plan and associated budgets to DEEP for review and approval.

To carry out its responsibilities, the EEB has adopted Operating Procedures<sup>1</sup> and established standing committees for each of the following areas:

- Commercial and industrial programs
- Residential programs
- Program evaluation, measurement, and verification
- EEB consultant selection and management
- Coordination between the EEB and Connecticut Green Bank

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<sup>1</sup> See Connecticut Energy Efficiency Board Operating Procedures, November 13, 2019, available at: [https://energizect.com/sites/default/files/EEB%20Operating%20Procedures\\_adopted%20Dec.%202013\\_revised%2011.13.19.pdf](https://energizect.com/sites/default/files/EEB%20Operating%20Procedures_adopted%20Dec.%202013_revised%2011.13.19.pdf).

The EEB may convene special committees as needed to address specific issues. Participation in Committees is an important responsibility for Board members.<sup>2</sup>

The Board and its committees are assisted by a team of technical consultants providing expertise in specific areas of EEB responsibility. The business of the EEB is coordinated by its Executive Secretary.

## II. Board Appointments

Pursuant to Conn. Gen. Stat. § 16-245m(c), the “Commissioner of Energy and Environmental Protection shall appoint and convene an Energy Conservation Management Board.” The same statute defines EEB membership and requires the EEB’s membership to include:

- A representative of an “environmental group knowledgeable in energy conversation program collaboratives”
- Representatives of a state-wide manufacturing association, chamber of commerce, state-wide business association, state-wide retail organization, and state-wide farm association
- A representative of residential customers
- A representative of low-income residential customers
- A representative for municipalities
- Representatives of each of “the electric distribution companies in whose territories the activities take place for such programs.”
- Two representatives “selected by the gas companies”
- A representative of “a municipal electric energy cooperative created pursuant to chapter 101a”

Board appointments shall be for five years, and Board members may be reappointed.<sup>3</sup> Members shall serve only so long as any appointed individual continues to represent the statutory category for which their appointment was made.<sup>4</sup> Unless the member has a conflict of interest in serving, members who continue to represent the statutory category for which their appointment was made and who have served the initial five-year term, shall serve until a successor is appointed and qualified.<sup>5</sup>

Board membership requires an estimated time commitment of 10 to 12 hours per month, or more for leadership positions. Meetings are currently held virtually, but in-person meetings may resume in the future.

## III. Application Process

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<sup>2</sup> See Attachment A for further information on the EEB’s committees.

<sup>3</sup> See Conn. Gen. Stat. § 16-245m(c).

<sup>4</sup> See Connecticut Energy Efficiency Board Operating Procedures, November 13, 2019, *available at*: [https://energizect.com/sites/default/files/documents/EEB%20Operating%20Procedures\\_adopted%20Dec.%202013\\_revised%2011.13.19.pdf](https://energizect.com/sites/default/files/documents/EEB%20Operating%20Procedures_adopted%20Dec.%202013_revised%2011.13.19.pdf)

<sup>5</sup> See *id.*

DEEP is currently seeking applications for an EEB member that will represent the interests of an environmental group knowledgeable in energy conservation program collaboratives. DEEP will consider the following when evaluating potential appointments:

- Whether the applicant represents an applicable vacant statutory category
- Impact on diversity, equity, and inclusion
- Related background and experience
- Willingness and availability for participation

This list of considerations is not exhaustive.

Applications may be submitted by individuals that are interested in serving on the EEB as a representative of an environmental organization knowledgeable in energy conservation program collaboratives. To apply for EEB membership, individuals should complete Parts 1 and 2 of the application below.

#### Energy Efficiency Board Application – Part 1

Name:

Address:

Contact email:

Contact phone:

Current employment:

#### Energy Efficiency Board Application – Part 2

Please provide a short, written response to the following questions:

1. What qualifies you to serve as a representative of an environmental group knowledgeable in energy conservation program collaboratives?
2. What is your interest and/or your applicable experience in energy efficiency?
3. How would your Board appointment support equity, diversity, and inclusion?
4. What is your availability and willingness for participation during business hours?
5. Describe your ability and willingness to work within the EEB and achieve consensus on C&LM programs.
6. Have you or your employer ever participated in or interacted with programs under the purview of the EEB? Please describe that experience.
7. Please confirm, if applicable, that your employer understands that there is a significant time commitment during business hours for this role. Please attach a letter of support from your employer.

8. Board members are expected to participate in one or more committees in support of the EEB. Please identify which committee(s) you are proposing to serve. See Attachment A for a description of EEB committees.

Please submit application to [DEEP.EnergyBureau@ct.gov](mailto:DEEP.EnergyBureau@ct.gov) as a Word or PDF file. Applications are due by 5:00 p.m. on June 27, 2023. Questions regarding this Notice can be sent to Benjamin.McMillan@ct.gov..

The 2022-2024 Conservation and Load Management Plan and related information is available on DEEP's [Energy Filings page](#). Additional information on the Energy Efficiency Board is available on the [Energize CT website](#).

**The Connecticut Department of Energy and Environmental Protection is an Affirmative Action/Equal Opportunity Employer that is committed to complying with the requirements of the Americans with Disabilities Act. Please contact us at (860) 418-5910 or [deep.accommodations@ct.gov](mailto:deep.accommodations@ct.gov) if you: have a disability and need a communication aid or service; have limited proficiency in English and may need information in another language; or if you wish to file an ADA or Title VI discrimination complaint. Any person needing a hearing accommodation may call the State of Connecticut relay number - 711. Requests for accommodations must be made at least two weeks prior to any agency hearing, program, or event.**

## **Attachment A**

The Connecticut Energy Efficiency Board (EEB) includes several standing committees for specific program areas. Committee participation is an important part of serving as a member of the EEB.

### *Commercial and Industrial Committee*

The Commercial and Industrial (C&I) Committee focuses on the C&LM Plan's C&I portfolio, which serve businesses ranging in size from small/micro-businesses to large-scale manufacturing. The C&I Committee meets monthly and may bring recommendations to the EEB on specific topics. More information about C&I Committee activities and past meetings is available [here](#).

### *Residential Committee*

The Residential Committee focuses on the C&LM Plan's Residential portfolio, which includes energy-saving programs for residential customers, including low-income residents. The Residential Committee meets monthly and may bring recommendations to the EEB on specific topics. More information about Residential Committee activities and past meetings is available [here](#).

### *Evaluation Committee*

Conn. Gen. Stat. 16-245m(d)(4) requires the DEEP Commissioner to adopt an independent evaluation, measurement, and verification process to assess programs under the EEB's purview. The EEB, through its Evaluation Committee and with the guidance of an Evaluation Administrator develop an annual schedule and budget for these evaluations and ensure that findings from such evaluations are applied to the programs as appropriate. The Evaluation Committee meets monthly and may bring recommendations to the EEB on specific topics. More information about Evaluation Committee activities and past meetings is available [here](#).

### *Consultant Committee*

The Board and its committees are assisted by a team of consultants providing expertise in specific areas of EEB responsibility, including Technical Consultants; an Evaluation Administrator; and Diversity, Equity, and Inclusion Consultants. The Consultant Committee oversees consultant activities and expenses and assists in the solicitation of new consultants as needed. The Consultant Committee meets quarterly and may bring recommendations to the EEB on specific topics.

### *Joint Committee with the Connecticut Green Bank*

The purpose of the Joint Committee of the Energy Efficiency Board and the CT Green Bank Board of Directors (Joint Committee) is to examine opportunities to coordinate programs and activities, and to create financing offerings to increase the benefit of C&LM programs. More information about Joint Committee activities and past meetings is available [here](#).