#### Meeting held: 9:00 am – 12:00 pm Meeting Recording available to supplement notes

Microsoft Teams meeting

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**Or call in (audio only)**

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Phone Conference ID: **559 757 936**#

#### Attendees:

|  |  |  |  |
| --- | --- | --- | --- |
| **CNGC** | **CNGC – Continued** | **The Energy Project** | **WUTC** |
| Monica Cowlishaw | Brian Robertson | Shawn Collins | Andrew Rector |
| Mike Parvinen | Ashton Davis |  | Heather Moline |
| Kary Burin | Devin McGreal | **NWEC** |  |
| Robin White | Alyn Spector | Amy Wheeless | **Dept. of Commerce** |
| Jocelyne Moore | Mark Chiles |  | Liz Reichart |
| Kris Forck | Mark Sellers-Vaughn | **NEEA** |  |
| Jon Storvick | Lori Blattner | Peter Christeleit | **Guests** |
| Taylor Mead |  |  | Gil Peach |
| Sheila McElhinney | **TRC** | **Public Council** |  |
|  | Bradey Day | Corey Dahl |  |

*The meeting will be recorded to capture all discussions and will be distributed to CNGC/CAG members*

*\*\* Time stamp for each agenda item is located the topic header below in this format 00:00:00 H,M,S*

***All Graphs and Charts are available in the Agenda (Embedded Below):***

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***Introduction of Lori Blattner to the CAG Members***

***Monica to send Amy Wheeles, Andrew Rector and Heather Moline BCP Docs in word format after today’s meeting***

#### Roll Call & Review of 2021 Q3 Meeting Minutes: - 0:00:40

**Action Items: none**

**Decisions Made: none**

**Noted Discussion:**

Introduction of Lori Blattner, Director of Regulatory Affairs, (CNGC/INTGAS) to the CAG group.

#### Quarterly Portfolio Update -Led by Monica Cowlishaw & Bradey Day - 0:03:06

#### Commercial Highlights - 0:03:18

**Action Items:**

**Decisions Made:**

**Noted Discussion:**

Andrew notes he missed what Bradey had said in terms of growth and standard projects being down 3% and wanted to know what was down 3%?

Bradey stated standard project participation is down 3% from 2020 but still higher than 2019.

Heather asked for Bradey to explain the Midstream/Upstream terminology.

Bradey explained midstream is pulling projects from the distributor’s vs the contractor.

Andrew asked if the Midstream project is like the mail in rebate process where the contractor purchases the tankless unit from the distributor and then sends in the paperwork for the rebate; and that is the part which is not happening?

Bradey stated yes, this is correct and the reason for not receiving these projects is due to the lack of equipment on hand as the supply/demand issue is prevalent. Bradey advised TRC Companies is addressing other options and making tweaks to the program to help the distributors utilize the program.

Andrew noted the outreach to the Hispanic Chamber of Commerce sounds like a great avenue to try and approach.

Monica added the residential program has tried targeting the Spanish sector through the Baseball teams on the east side and the company also does some bill assistance messaging in Spanish.

Corey noted the outreach to Spanish El Centro de La Rosa may be another good avenue to explore, however did not know if they worked outside the Seattle area.

#### Residential Highlights - 0:34:05

**Action Items:** None

**Decisions Made:** None

**Noted Discussion:**

Andrew questioned the notation in the agenda regarding the slowdown in Q3 in processing.

Monica stated the slowdown was due to personal leave, shifting priorities temporarily to the Biennial Conservation Plan and staffing disruptions.

Taylor added the company has doubled its outreach with magazine ads and inserts so the outreach world has been busy as well.

Heather inquired about a bullet point in the BCP, which she was not familiar with, corresponding to software, public user experience and improved Trade Ally software platform as well as Evaluation, Measurement and Verification.

Monica replied iEnergy is the platform which we use to process the residential rebates and Nexant (now Resource Innovations) is the company that hosts the software. The PUX is the Public User Experience which is the new (coming by the end of the year) online process for online rebate submissions which is going to be more user friendly. Also, housed within the program is the eM&V (evaluation, Measurement & Verification) program to give insights into the program planning in between 3rd party EM&V studies. Monica continued to note it was a way to improve the technology on the back end for the customers.

Monica noted CNGC placed an ad on streaming media for the first time (connected TV) - 00:48:00 Video Time Stamp

Andrew asked what “connected TV” and “completion rate” meant?

Monica stated connected TV is like Roku TV or Pluto TV through streaming services, and the connected rate is the number of viewers connected who allowed the video to play to the end.

#### Low Income Weatherization – Led by Alyn Spector & Sheila McElhinney - 0:54:43

**Action Items:** Sheila to send Andrew the section from the WA Dept. of Commerce Weatherization specifications – “Definition and use of Incidental Repair”; Sheila to send Corey the “Asbestos” section.

Shawn Collins to keep CNG/CAG informed of the new contracts from LIHEAP and other Federal sources

**Decisions Made:** None

**Noted Discussion:**

The following discussion was also discussed in a meeting prior to the CAG meeting, which will provide more context to the discussion. Those meeting notes and discussion provided by Sheila, have been embedded here:



Sheila provided details on a weatherization project requiring guidance from the CAG. The home was built in 1953 and contains asbestos and vermiculite. (Vermiculite is a mineral used for insulation in the past; asbestos naturally occurs in it). Sheila continued, the work to mitigate the asbestos is required before weatherization can take place. Cascade and the Agency are reviewing a recent bid estimate for the asbestos remediation. Department of Commerce requires only the minimum mitigation to ensure safety which is not total removal.

Shawn added he reached out to the program manager for the asbestos project and the Agency will obtain additional bids on the asbestos mitigation.

Shawn’s concern was this project could be the highest cost project ever seen and the mitigation work may exceed the weatherization work which he noted could be an indication of an appropriate threshold to determine viability of a project. Shawn continued to state he was a low-income advocate and also would like a threshold for this type of scenario, even though it would mean the project could not go further.

Alyn clarified this was the reason the project was circulated to the CAG for guidance (see embedded notes).

Shawn added if the repair costs exceed the energy efficiency expenses that it would be a case for additional follow up and an indication it may be appropriate to look for alternative approaches to reduce the overall expense.

Andrew stated it sounded like a good idea to figure out some type of threshold.

Corey mentioned Commerce should have some kind of guidance around encountering asbestos.

Shawn added yes, Commerce does have guidance and that asbestos is usually a deal breaker for projects; and presence of vermiculite has been a walk away subject matter for years.

Alyn – pasted Tariff language in chat: “Agencies participating in the E-WIP program shall receive a rebate payment in the amount of the total installed cost of the approved weatherization measure/s. Installed cost shall include incidental repair work necessary to the installation of a qualified measure, provided advanced review and approval is provided to the Company prior to payment. Agency shall demonstrate total install costs by providing the Company with all requisite documentation including contractor invoices, where available, or an otherwise itemized list of work performed, and cost incurred.”

#### Biennial Conservation Plan (BCP): - 1:27:05

**Action Items:**

Monica to include a topic specific to Therm Savings Assumptions at the 2022 Q1 CAG for Peter Christeleit

Amy Wheeless requested a word document for the BCP, and Monica will also send it to Heather and Andrew

**Decisions Made:** None

**Noted Discussion:**

Monica clarified the Filing of the BCP with the WUTC is 11/1/21 and not 10/1/21.

Andrew asked if there was a preferred way to receive feedback on the BCP.

Monica stated her preference is what was best for the CAG members.

Monica stated Exhibit 1 in the BCP is where the company was looking for the most feedback as the suggestion from Andrew was to standardize the format other utilities were using.

Andrew noted the recommendation was, to the extent possible, to mimic other utilities BCP’s, using PSE as an example as theirs was the one he was most familiar with; and understands CNG is looking for feedback on that section in particular and will ensure to provide it.

Andrew also stated he has not had a chance to review the BCCP and noted Heather may have some initial input.

Heather noted she would like to take a quick look at the low-income section in the BCP, which sparked a very robust conversation into the target setting for the low-income agencies as well as the impact COVID-19 has Had on the agencies, discussion available in the video at: 01:55:02

Shawn noted, the agencies conduct a needs assessment every four years in their service area looking at the specific needs of their communities, amount of funding available, weatherization programs, energy efficiency, etc. and offered to follow up offline to provide further detail.

Heather mentioned the low-income admin budget of $63,000 seemed low.

Monica stated it was a little low but is more than the company has spent in the past.

Heather asked about the DBtC (Direct Benefit to Customers ratio) asking if the 60/40 was not optimal.

Monica stated the phrase needed updating as the DBtC is estimated at 79/21, and some adjustments may be needed towards the end of the year

Heather stated she knows NEEA has membership dues and wondered if the RTF had dues as well.

Monica stated the RTF and NEEA were added together but the RTF is approximately $31,000 per year.

Andrew stated during the open review session the Commission will most likely be addressing Transportation customers.

Peter offered to speak at the 2022 Q1 CAG meeting on the cost savings from the NEEA program.

#### Tariff Update: - 2:37:20 – other tariff discussion took place during the BCP Discussion

**Action Items:** None

**Decisions Made:** None

**Noted Discussion:** None

Exact filing date is TBD so Andrew will confirm preferred date and advise Cascade to support filing in Q1 2022

#### Bellingham Building Audit – Led by Alyn Spector & Kary Burin - 2:38:15

**Action Items:** None

**Decisions Made:** None

**Noted Discussion:**

Kary mentioned they will be meeting with RMC Architects on Friday to review the results of the initial building assessment for the audit.

#### 2021 Quarterly Meeting Schedule 2:37:32

**Action Items:** Robin to email Andrew with proposed 2022 CAG dates

**Decisions Made:** None

**Noted Discussion:**

Proposed Dates:

Q1 – January 12, 2022

Q2 – April 6 or 20, 2022 – the 9th was chosen previously but the WUTC group has a conflict and Monica prefers the 20th

Q3 – July 13, 2022

Q4 – October 5, 2022

#### Wrap Up – Other Items

**Action Items:** None

**Decisions Made:** None

**Noted Discussion:** None