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

Microsoft Teams meeting

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Phone Conference ID: 385 920 224#

#### 

#### Attendees:

|  |  |  |  |
| --- | --- | --- | --- |
| **CNGC** | **CNGC – Continued** | **TRC** | **Guests** |
| Monica Cowlishaw | Brian Robertson | Bradey Day | Gil Peach |
| Mike Parvinen | Ted McCammant |  | Adam Thomas |
| Kary Burin | Ashton Davis | **NEEA** | Melissa Culbertson |
| Desiree Bickmore | Caleb Reimer | Peter Christeleit |  |
| Jocelyne Moore | Lexie Bright |  | **OPPCO** |
| Pardeep Kaur | Noemi Ortiz | **WUTC** | Ross Quigley |
| Jon Storvick | Mark Sellers-Vaughn | Jade Jarvis |  |
| Taylor Mead | Ty Jennings |  | **Public Council** |
| Stephanie Reed | Sonya Wald | **NWEC** | Cory Dahl |
| Sheila McElhinney | Devin McGreal | Amy Wheeless |  |

*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 beside the topic header below in this format HH:MM:SS*

***The Agenda and the Charts and Graphs are embedded below:***



### Safety Moment - *led by Monica Cowlishaw - 0:01:04*

* Stair Safety.

### Roll Call & Review Q4 meeting notes - *led by Monica - 0:01:40*

**Action Items: None**

**Decisions Made: None**

**Noted Discussion:**

* Completed roll call.
* Monica included our website link for past meeting notes in the agenda.
* Monica reviewed action items from Q4 meeting.

### EM&V Project Update – *led* **by Caleb Reimer, Adam Thomas, Melissa Culbertson** - *00:13:53*

**Action Items:**  **None**

**Decisions Made: None**

**Noted Discussion:**

* Caleb Reimer reiterated the steps taken to date on the Evaluation, Measurement, & Verification (EM&V) of the company’s commercial incentive program.
* This EM&V process is anticipated to span four years covering the commercial, residential, and industrial incentive programs offered by the company. This is separate from, and in addition to, the program and process evaluation in the upcoming 2024-2025 Biennial Conservation Plan.
* ADM Associates, Inc has been selected as the vendor for this work.  Adam Thomas - Principal, ADM, and Melissa Culbertson - Director, ADM, were introduced. (*See Charts, Graphs, and Miscellaneous, pg 1*)
* The ADM team provided an overview of anticipated analysis on commercial offerings including space heating, water heating, envelope, food service, and customer offerings. (*See Charts, Graphs, and Miscellaneous, pgs 2-4*)

### Quarterly Portfolio update - *led by Monica Cowlishaw & Bradey Day - 00:27:03*

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### Commercial Highlights through Week 38 *- 00:27:16*

**Action Items:**  **None**

**Decisions Made: None**

**Noted Discussion:**

* Summary provided by Bradey on Commercial/Industrial Program. (*See Charts, Graphs, and Miscellaneous, pgs 5-6*)
* Standard projects had a bit of a drop for the first time over the years.
* Biggest takeaways from 2022 is to see larger customer projects and build up the standard projects in 2023.
* Bradey discussed some outreach. (*See Charts, Graphs, and Miscellaneous, pg 7*)
  + Played video of case study on 2 fire stations with radiant heat measures and high-efficiency hot water heaters, where we still see continued growth opportunity (video link provided in chat: <https://youtu.be/5qb2vk18Fyg>)
  + Audio streaming ads for the quarter had a 98% listen through rate and we plan to expand the streaming campaign in 2023.
  + Proposing new demand control ventilation measure for kitchens in 2023 that was a pilot in 2022

### Residential Program Highlights and Activity through Week 38 *- 00:40:17*

**Action Items:**  **None**

**Decisions Made: None**

**Noted Discussion:**

* Summary provided by Monica.
  + Q4 2022 Progress to Goal (*See Charts, Graphs, and Miscellaneous, pgs 8-10)*
  + 2022 Point-of-Sale Highlights-Applications Submitted per Month. (*See Charts, Graphs, and Miscellaneous, pg 11*)
* Jon Storvick discussed the application intake trend for 2022 with a focus on Q4. (*See Charts, Graphs, and Miscellaneous, pg 12*)
  + Saw substantial growth for applications received in 2022, up 12% from 2021; the second half of the year was especially strong
* Jon discussed the Residential program accomplishments for Q4 2022-Savings by District. (*See Charts, Graphs, and Miscellaneous, pg 13*)
  + The visualizations included in the slides for this portion of the CAG provide a breakdown of therm savings and rebates paid broken out by district in the CNGC WA service territory (*See Charts, Graphs, and Miscellaneous, pg 14*)
* Jade Jarvis asked if CNG has service all throughout Kitsap County or is it just kind of in and around the Bremerton city area?
  + Per Sheila’s response, it’s the Kitsap Peninsula
* Monica mentioned we have increased our outreach efforts and looking at our media plan for the next six months for our residential program. (*See Charts, Graphs, and Miscellaneous, pg 15*)

### Biennial Progress to Goal *– led by Monica Cowlishaw – 1:07:54*

**Action Items: 1) Monica or Jon to follow up with Amy Wheeless if AEG included 2018 WSEC code update for 2022/2023 therm saving goals for residential program. 2) Monica to connect with regulatory to get discussion going on CCA compliance, per Amy’s suggestion.**

**Decisions Made: Jon did clarify answer for Amy, included below.**

**Noted Discussion:**

* CNGC did not meet mid-biennium goals for Commercial and Residential and what does it mean for the biennial goals as we shift into the new year. (*See Charts, Graphs, and Miscellaneous, pg 16*)
* Amy Wheeless acknowledged the code has impacted ability to collect savings asked whether or not AEG, the vendor Cascade worked with to complete its CPA, had included the 2018 WSEC code update into the Commercial and Residential potential used to derive the 2022/2023 therm saving goals.
  + Jon Storvick’s response:
    - The 2020 CPA occurred in two phases
      * First phase was mid-2020 and informed 2021 Conservation Plan
      * Second phase was early 2021 and informed 2022-2023 BCP
    - The 2018 WSEC was accounted for during phase 2 of the CPA impacted saving goals for 2022 and 2023.
      * A 50% decrement to saturation rate of furnaces in new homes was implemented
      * Actual decrement has been observed as being closer to 80% per an internal survey performed by the EE department and a Post Code adoption study performed by NEEA

***Note****: The 2021 WSEC impacts to go into effect in July of 2023 were not included in the last CPA’s assumptions.*

* Monica stated Code is impacting our ability to meet our goals and stated how holding us to a goal for customers that aren’t even going to be gas is problematic.
* Amy commented on Monica’s statement, “I think you’re not the only company facing that. I likened it to you’re playing a soccer game or a football game and the goal posts stay the same, but the field got longer and you’re starting out at a different location.”
* Amy questioned what are the implications of not meeting the goal if all the opportunities to get there are not there; stated in the chat that a discussion in coordination with how CNG is planning to comply with the CCA could make sense, probably broader than the advisory group.
  + Monica agreed and will connect with our regulatory and see about getting a discussion put together on this

### Low Income Weatherization *-* **led by Sheila McElhinney & Noemi Ortiz** *- 01:17:11*

**Action Items: None**

**Decisions Made: None**

**Noted Discussion:**

* Sheila provided 2022 WIP/EWIP program accomplishments and disbursements. (*See Charts, Graphs, and Miscellaneous, pg 17*)
* Per Noemi, wrapping up the final MOU’s and was sent out in December to the agencies.
* Per Monica, MOU goals are pulled through last CPA and cross-referenced to datasets against what the agencies said they could do through the MOU’s versus what the actual CPA said. Will look at MOU’s again this year when doing our new BCP.
* The Energy Project may have a staffing update by Q2.
  + Ross Quigley to remain as the contact for now
  + Added Yochi Zakai to communications/meetings per Ross’ request

### Annual Plan Update *-* **led by Monica Cowlishaw & Jade Jarvis** *- 01:22:36*

**Action Items: 1) Monica to follow-up with Regulatory conversations set up on can we accommodate the use and possible incentivizing of supplemental/secondary appliance.**

**Decisions Made: None**

**Noted Discussion:**

* Monica discussed BCP/Annual Plan requirements. (*See Charts, Graphs, and Miscellaneous, pg 18*)
* Had conversation with Jade Jarvis and Andrew Rector about while under new BCP requirements that the existing requirement from annual plan from UG-152286 is still in effect, resulted in need to provide an annual plan update to the BCP for 2023, per Jade Jarvis.
* The group discussed impacts from Code change in July that will affect the ability to meet the initial goals set for the 2022/2023 Biennium. Cascade’s code expert, Ty Jennings, clarified timing on the code change and what the difference is between when the plan is set to go into effect and what may change that date or whether July update is set in stone.
  + As it stands through the code development process, what’s being proposed is to go into effect on July 1st
* Ty clarified it’s not a gas ban, it’s restriction on the use of some gas equipment and asked if customers start speaking/questioning a gas ban to refer them to him and he can clarify.
* Bradey asked for clarification on requirements for primary heating and whether equipment could qualify for an incentive if the natural gas equipment is a secondary heat source? Other challenge is baseline for new/replacement equipment set at standard which our incentives become the baseline for exceptions as primary heat source, can supplemental/secondary be incentivized?
  + Per Monica, supplemental/secondary is based on calculated savings, sometimes not cost-effective
  + Monica will plan to have a conversation with Regulatory on supplemental/secondary incentivizing and Ty agreed, suggesting a re-evaluation of program design to support incentivizing secondary heat sources based on code changes

### Annual Report Timeline *-* **led by Jon Storvick** *- 01:59:29*

**Action Items: None**

**Decisions Made: None**

**Noted Discussion:**

* Jon Storvick presented the annual report timeline for the 2022 annual report. (*See Charts, Graphs, and Miscellaneous, pg 19*)
* The EE Department will work through Q1 to prep the data for use in the report narrative and submit a copy to the CAG by May 15*th*.

### Residential Pilot Updates – *led by Jon Storvick & Monica Cowlishaw* *- 02:04:10*

**Action Items:**  **None**

**Decisions Made: None**

**Noted Discussion:**

* Monica presented the Behavioral Change (HERs) Pilot Update. (*See Charts, Graphs, and Miscellaneous, pg 20*)
  + First time a pilot of this nature has been done
  + Proceeding in the first half of 2023
* Jon Storvick provided an update on the New Home Air Sealing (AeroBarrier) Pilot. (*See Charts, Graphs, and Miscellaneous, pg 21*)
  + The flyer and enrollment application, two key pieces for getting the pilot up and running, are on track to be completed by the end of January.
  + Will be a $2000.00 incentive and up to 30 homes

### 2023 CPA Kickoff - **led by Caleb Reimer** *- 02:11:05*

**Action Items:**  **None**

**Decisions Made: None**

**Noted Discussion:**

* Caleb Reimer & Monica Cowlishaw provided a brief background on past Conservation Potential Assessments (CPA’s) conducted by the company.
* CNGC must conduct a new cumulative ten-year conservation potential assessment every two years to identify all conservation resources that are cost-effective and available. (*See Charts, Graphs, and Miscellaneous, pg 22*)
* This CPA will be used to inform upcoming deliverables including the Integrated Resource Plan and Biennial Conservation Plan.
* Applied Energy Group (AEG) completed the company’s most recent CPA through their LoadMAP software.
* Caleb Reimer presented a draft timeline for the CPA. (*See Charts, Graphs, and Miscellaneous, pg 23*)
* Based on an abridged timeline and upcoming deadline for submission in June, a request was made to the CAG to seek retainment of AEG’s services (in lieu of requiring a new Request for Proposal) for the 2023 CPA through an update to the 2021 CPA. The advisory group will confirm the validity of this request and advise the company of how to best proceed.
  + Jade has seen CPA extensions previously, and doesn’t think staff will have an issue with using AEG’s service again due to timeline concerns
    - Jade mentioned he should be able to circle back by end of week on this
  + Amy mentioned in the chat that she is fine going with AEG again, but will flag some concerns
    - AEG seems to be cornering our market
    - Would definitely be interested in new perspectives in the future
* A request for extension of deadline on 2023 CPA submission may be requested by the company in the future.
* CAG members confirmed they are comfortable with the Company moving forward with AEG for the cycle’s Conservation Potential Assessment.
* Jade Jarvis followed up on his to do and confirmed the BCP Conditions document did not require the company to issue an RFP for the potential assessment and the Company could move forward with scoping with AEG and proceeding with the work ASAP.

### Wrap up and 2023 Quarterly Meeting Schedule *- 02:24:40*

**Action Items:**  **None**

**Decisions Made: None**

**Noted Discussion:**

* Monica presented the 2023 Meeting Cadence. (*See Charts, Graphs, and Miscellaneous, pg 24*)
* Meeting Adjourned