



National Action Plan for Energy Efficiency

REVISED YEAR THREE WORK PLAN June 2008

Executive Summary

Based on Leadership Group discussions and feedback expressed during and in response to the January 7, 2008 Leadership Group Meeting and the February 2008 Initial Draft Work Plan, the National Action Plan for Energy Efficiency (Action Plan) is pursuing work critical to achieving all cost-effective energy efficiency across four key objectives:

- Engage in aggressive outreach, education, and recognition to assist organizations in meeting the Action Plan's Vision for 2025
- Develop new resources to assist organizations in meeting the Vision's ten implementation goals
- Develop new resources to assist organization in linking and addressing energy efficiency with evolving technologies and practices, and related policies identified under the Vision.
- Measure and report on progress towards the Action Plan's Vision for 2025

This revised work plan provides an introduction to the Action Plan and its work plan process, summarizes progress made on the year two work plan, expands on the above key objectives, and presents a portfolio of work areas to pursue in the coming year.

The 12 work areas for year 3 captured in this revised work plan represent the mix of projects and topics that have received the greatest interest from the Leadership Group under each of the four objectives. Approximately two-thirds of the initial options presented for Leadership Group discussion on January 7th are captured in these 12 work areas (full options list attached as Appendix A).

The following table summarizes the work areas and key next steps detailed in this year three work plan. A textbox summarizing new resources expected to be developed under this Revised Year Three Work Plan also follows.

Key Work Areas	Key Next Steps					
	June 2008	July 2008	Aug 2008	Sep/Oct 2008	Nov 2008	Winter 08/09
1) Outreach, Training, and Recognition						
1.1	Enhanced outreach, training, and recognition efforts	- Final outreach strategy	<i>Enhanced outreach, education and recognition efforts</i>		- Report on progress	
1.2	Continue to support the Sector Collaborative on Energy Efficiency	<i>Continuing Sector Collaborative effort</i>			- Report on progress	
2) Resources to assist in Meeting Implementation Goals						
2.1	Coordination between energy efficiency and demand response		- Review Draft		- Final study	
2.2	Initiative to promote best practices in billing information	- Advisory Group drafts guidance	- Review draft		- Final guidance released	- Support adoption
2.3	State and Local Government lead-by-example EE efforts			- Review draft	- Final Guide	
2.4	Program design, implementation and customer incentives	- Work Group formed		- Work Group draft review	- Review drafts	- Final Resources
2.5	Additional guidance on defining program cost-effectiveness	- Interviews/research	- Review first draft		- Review final draft	- Final Paper
2.6	More detailed work on building codes and appliance standards			- Review first draft	- Review final draft	- Final Paper
3) Resources to assist in Linking/Addressing Emerging Issues / Related Policies						
3.1	Energy efficiency workforce planning issues (outside effort)		- Interested Parties Review Draft		- Final report	- Action Plan scoping
3.2	Energy efficiency as a low-cost resource for achieving carbon emissions reductions	- Work Group formed		- Work Group draft review	- Review draft	- Final Paper
3.3	Outlining the most energy efficient economy in the world		<i>Detailed scoping effort</i>		- Review Scoping	- Decision on next steps
4) Measuring Progress toward the Vision for 2025						
		- Final revised approach	- Data collection	- Review updates	- Revised Vision document	

Summary of New Action Plan Resources Under the Revised Year Three Work Plan

1. **Updated National Action Plan Vision for 2025:** Updated implementation framework that reflects refined approach for measuring progress across the key implementation steps and relative to a set of quantitative metrics.
2. **Issue papers on key topics** (of varying lengths as required to address the topic)
 - a. Role of Energy Efficiency as a Low-cost Resource for Reducing Carbon Emissions
 - Executive brief and detailed supporting paper
 - b. Coordinating Demand Response and Energy Efficiency Policies and Programs
 - Executive brief and detailed supporting paper
 - c. Defining Cost-effectiveness of Energy Efficiency Programs
 - Executive brief and detailed supporting paper
 - d. Advancing Building Energy Codes through Energy Efficiency Programs
 - Executive brief and detailed supporting paper
 - e. Rate design to provide customer incentives for efficiency
 - Executive briefs on 2 to 3 issues
 - f. Recommendations for availability of customer energy bill data to customers
3. **How-to Guides:**
 - a. Guide to Energy Efficiency Program Filings (with links to best practices program information)
 - b. Guide to Designing/Implementing State and Local Lead-By-Example Programs
4. **Scoping Document.** Detailed scoping for future report on the metrics, framework and technologies for becoming the most energy efficiency country in the world
5. **Communication Tools:**
 - a. Updated website
 - b. Electronic newsletter
 - c. Updated outreach tools, including the Communications Kit and Resource Database

Introduction

The National Action Plan for Energy Efficiency (Action Plan) is making tremendous progress towards implementing its five key policy recommendations to create a sustainable, aggressive national commitment to energy efficiency through gas and electric utilities, states and their utility regulators, and partner organizations. These recommendations, if fully implemented, could save Americans billions of dollars in energy bills over the next decade, contribute to enhanced energy security, and improve the environment. This document builds upon progress made during the Action Plan's first two years to outline a work plan for year three.

The Action Plan is led by a Leadership Group of over 60 leading privately, publicly, and cooperatively owned electric and gas utilities, utility regulators, state agencies, large energy users, consumer advocates, energy service providers, and environmental and energy efficiency organizations. The group is co-chaired by Marsha Smith, a Commissioner on the Idaho Public Utilities Commission and President of the National Association of Regulatory Utility Commissioners,¹ and James E. Rogers, Chairman, President, and C.E.O. of Duke Energy. The U.S. Department of Energy and U.S. Environmental Protection Agency will continue to facilitate the work of the Leadership Group during the Action Plan's third year.

The Leadership Group discussed initial options for year three work during their meeting on March 29, 2007 in Washington, DC. Additional ideas and input were shared throughout that year, particularly as the work products of the Action Plan's second year was brought to a close and the group prepared for their next in-person meeting on January 7, 2008 in Scottsdale, Arizona. During the January 7th Leadership Group meeting, members discussed a variety of options to pursue that fell within four key areas:

1. Outreach, training, and recognition
2. Resources to assist in meeting the implementation goals of the Vision 2025
3. Resources to assist in addressing emerging and related policy and program areas identified under the Vision
4. Refinement of the measurement of progress under the Vision for 2025

This year three work plan reflects the Leadership Group's interests as expressed during and in response to the January 7th meeting and the February 2008 Initial Draft Work Plan for Year 3. It includes those work areas that received the greatest expression of interest under each of the four areas, efforts under way from the prior year, as well as a mix of near-term guidance materials and papers to explore longer-term issues. This mix currently includes approximately two-thirds of the work areas were identified throughout the initial options for Leadership Group discussion on January 7th (full options list attached as Appendix A).

The work plan of the Leadership Group is designed to be an effective portfolio of activities to advance the Action Plan goals in year three. The portfolio includes a good mix of activity types, key stakeholders addressed, barriers to energy efficiency targeted, and subject areas covered. Not all activities and areas of interest of the Leadership Group are addressed, either due to presence of other groups outside the Action Plan effectively meeting the need, acknowledgement that it is better for the Action Plan to take on the work in a future year, recognizing that the work area is not a key component of the right portfolio mix at this time, or general resource constraints.

This draft year three work plan is presented in the following sections:

- Overview of Progress to Date
- Objectives for Year Three
- Key Work Areas and Next Steps

¹ Diane Munns served as co-chair of the Action Plan until December 2006, during her terms as President of NARUC and Member on the Iowa Utilities Board.

Overview of Progress to Date

During its first year, the Leadership Group reviewed and identified barriers limiting greater investment in cost-effective energy efficiency; issued a comprehensive report that explores policies, practices, and efforts to overcome these barriers; and developed five key recommendations for increasing investment in energy efficiency. The Leadership Group released its recommendations on July 31, 2006, as part the National Association of Regulatory Utility Commissioners Summer Meeting in San Francisco, California.

In addition, the Leadership Group and other participants are committing to aggressively pursue energy efficiency and advance the recommendations in their own spheres of influence. As of November 2007, nearly 120 organizations have announced public statements and commitments to advance energy efficiency

across 49 states and the District of Columbia. These organizations include utilities, state agencies, consumer advocates, large energy users, environmental groups, trade associations, and others.

During its second year, the Leadership Group focused on implementation, outreach, and development of additional guidance materials identified as important to implementing the Action Plan, including the release of the Action Plan's Vision for 2025 on November 12, 2007. Key objectives and main work areas for the Action Plan during its second year included:

- **Assist leading organizations in achieving the commitments they have made to advance the Action Plan and energy efficiency so they can report on meaningful progress by summer 2007.** The Action Plan facilitators worked with the Leadership Group and others to assess, inventory, develop, and share the tools, materials, and other resources to assist organizations in achieving their commitments. A set of sample educational presentations and a comprehensive resource database are now available on online.
- **Expand the organizations participating in the Action Plan through a Sector-Specific Collaborative on Energy Efficiency.** The Action Plan provided an opportunity for utilities and customers from the hospitality, retail, grocer, municipality and commercial real estate sectors to explore cost-effective energy efficiency in greater depth. This Sector Collaborative on

National Action Plan for Energy Efficiency Recommendations

1. Recognize energy efficiency as a high-priority energy resource.
2. Make a strong, long-term commitment to implement cost-effective energy efficiency as a resource.
3. Broadly communicate the benefits of and opportunities for energy efficiency.
4. Provide sufficient, timely and stable program funding to deliver energy efficiency where cost-effective.
5. Modify policies to align utility incentives with the delivery of cost-effective energy efficiency and modify ratemaking practices to promote energy efficiency investments.

Energy Efficiency met on June 27th and 28th in Washington, DC to exploring how to better capture the benefits of energy efficiency and pursue new commitments and partnerships.

- **Develop new materials to support implementation of the Action Plan recommendations.** The Leadership Group identified the need for additional materials will help organizations successfully consider the range of options available for implementing the recommendations of the Action Plan. Key materials produced in the Action Plan’s second year include:
 - Vision for 2025: Developing a Framework for Change
 - Aligning Utility Incentives with Investment in Energy Efficiency Paper
 - Model Energy Efficiency Program Impact Evaluation Guide
 - Guide to Resource Planning with Energy Efficiency
 - Guide for Conducting Energy Efficiency Potential Studies
 - Building Codes and Energy Efficiency Fact Sheet
 - Communications Kit

- **Explore approaches to address demand response.** Work began on a project to explore how energy efficiency and demand response can be pursued in complementary ways such that customers have increased tools at their disposal with which to understand, manage and reduce their electricity use.

- **Outreach on the Action Plan and its Progress.** The Action Plan Leadership Group members, facilitators, and other supporting organizations conducted outreach and education to help advance the five Action Plan recommendations and share Action Plan progress at over 25 conferences, workshops, and meetings. In addition, Leadership Group members organized a series of Regional Implementation Meetings to help their regions implement Action Plan recommendations and provide an opportunity for peer-to-peer exchange. The Leadership Group met on March 29th in Washington, DC to share updates on commitments to date, establish metrics for measuring and reporting on commitment progress, review progress of key Year Two Work Plan activities, and discussed future direction for the Leadership Group.

- **Recognize leadership.** The Action Plan continued to recognize the actions leading organizations are taking to advance energy efficiency through the Action Plan website, outreach materials, and a major recognition event held in conjunction with the release of the Action Plan Vision for 2025 at the NARUC Annual Convention on November 12th in Anaheim, California.

Objectives for Year Three

Building on the substantial progress being made, this work plan has been developed to achieve the following objectives. Details for implementing each objective are explored in the following section:

- 1) **Engage in aggressive outreach, education, and recognition to assist organizations in meeting the Action Plan's Vision for 2025.** Great progress can continue to be made to advance the Action Plan's five key policy recommendations and its Vision for 2025 by continuing to leverage the Action Plan's existing resources, expertise and findings to a broader audience of stakeholders. Key to this effort will be an aggressive outreach, education and recognition strategy for Leadership Group review, as well as continued support of the Sector Collaborative on Energy Efficiency which brings additional parties from five key end-use sectors into the Action Plan.
- 2) **Develop new resources to assist organizations in meeting the Vision's ten implementation goals.** During the first two years, the Action Plan has developed a wealth of resources to help parties meet their commitments to energy efficiency. These tools and resources are already helping state decision-makers and others achieve many of the ten implementation goals outline in the Action Plan's Vision for 2025, as shown in the table below. The Leadership Group will develop new tools and assistance based on what is needed to help parties meet the Vision goals within their company, organization, or state. These new resources are also summarized in the table on the next page.
- 3) **Develop new resources to assist organization in linking and addressing energy efficiency with evolving technologies and practices, and related policies identified under the Vision.** The Action Plan's Vision for 2025 also identified a number of evolving technologies and practices as well as the need to facilitate the development of other related state, regional, and federal policies so that they complement the achievement of the Vision's ten implementation goals. As part of an effective portfolio for year three, the Leadership Group will pursue work during year three that relates to the evolving issues and related policies.

The evolving technologies and practices identified in the Vision for 2025 include:

- Evaluation, measurement and verification
- Demand response, advanced metering, and smart grid
- Regional resource planning
- Building energy efficiency expertise/workforce
- Integration of R&D, building codes, appliance standards, and market transformation efforts

The complementary related state, regional, and national policies identified include:

- Limit emissions of greenhouse gases
- Encourage the use of clean, efficient distributed generation
- Promote clean energy supply, such as renewable energy
- Promote load reductions at critical peak times through demand response
- Modernize and maintain the nation's electric transmission and distribution system, including smart grid and advanced meter infrastructure
- Maintain a sufficient reserve margin for reliable electricity supply

Action Plan Resources Address the Vision for 2025's 10 Implementation Goals and Related Policies

	Introduced in Action Plan Report	More Detailed Resource(s) Available as of Nov. 2007	Proposed Year 3 Resources
1: Establishing Cost-Effective Energy Efficiency as a High-Priority Resource	X	- Guide on Potential Studies - Guide on EE Resource Planning	
2: Developing Processes to Align Utilities Incentives Equally for Efficiency & Supply Resources	X	- Aligning Incentives Paper	
3: Establishing Cost-Effectiveness Tests	X	- Discussed in 2007 Guides	- Detailed Issue Paper
4: Establishing Evaluation, Measurement, and Verification Mechanisms	X	- Guide on Model EM&V	
5: Establishing Effective Energy Efficiency Delivery Mechanisms	X	- Resource Database	- Best Practice Information - Guide to EE Program Filings
6: Developing State Policies to Ensure Robust Energy Efficiency Practices		- Fact Sheet on Role of Building Codes	- State/Local LBE Guide - Issue Paper on EE Program Interactions With Codes
7: Aligning Customer Pricing and Incentives to Encourage Investment in Efficiency	X		- Executive Briefings on Customer Incentives Through Rate Design
8: Establishing State of the Art Billing Systems		- Sector Collaborative Meeting	- Recommendations for Customer Access to Billing Data
9: Implementing State of the Art Efficiency Information Sharing & Delivery Systems			- Issue Paper on Coordinating EE and DR Programs
10 :Implementing Advanced Technologies			- Scoping Paper on Most Energy Efficient Economy

- 4) **Measure and report on progress towards the Action Plan’s Vision for 2025.** In order to achieve all cost-effective energy efficiency by 2025, progress must be measured and key steps need to be in place by 2015/2020. An initial strawman approach for measuring progress was provided in the Vision for 2025 as released on November 12, 2007. The Leadership Group will work to refine this process and report on progress towards the Vision during the Action Plan’s third year.

Key Work Areas and Next Steps

The remainder of this document provides a brief overview of each work area, as well as a schedule of key next steps. Work areas organized by work plan objective, listing the work areas funded and underway at the start of year 3 first. The remaining work areas are then listed according to the number of votes received at the January 7th Leadership Group Meeting (see Appendix A for results of the meeting’s year three priority exercise).

Objective 1: Engage in aggressive outreach, education, and recognition to assist organizations in meeting the Action Plan’s Vision for 2025. Key work areas include:

1.1) Enhanced outreach, training, and recognition efforts.

Based on the input from the Leadership Group, including active discussion on at the January 7th Meeting, the Action Plan facilitators are drafting a revised outreach strategy for Leadership Group review and comment. This revised strategy will cover continued and enhanced outreach, education and recognition efforts.

Schedule:

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| • Presentation on possible year three activities to Leadership Group | January 2008 |
| • Revised outreach strategy for Leadership Group review and comment | March 2008 |
| • Final year three outreach strategy | June 2008 |
| • Enhanced outreach, education and recognition efforts | Ongoing |
| • Report on progress | Fall 2008 |

1.2) Continue to support the Sector Collaborative on Energy Efficiency

The Sector Collaborative on Energy Efficiency (Sector Collaborative) has had a successful first year engaging additional parties in the Action Plan from five key end-use sectors (hospitality, retail, grocery, municipality, and commercial real estate). The Leadership Group will continue to support this utility and customer dialogue to explore cost-effective energy efficiency in greater depth.

Schedule:

- Summary of first year activities presented to Leadership Group January 2008

- Design Team releases Sector Collaborative work plan for coming year April 2008
- Final Report from first year of Sector Collaborative released July 2008
- Continuing Sector Collaborative effort with existing sectors Ongoing
- Report on progress Fall 2008

Objective 2: Develop new resources to assist organizations in meeting the Vision’s ten implementation goals. Key work areas include:

2.1) Coordination between energy efficiency and demand response

The exploration of approaches to address demand response under the Action Plan’s year two work plan has lead to scoping study which to address how energy efficiency and demand response can be pursued in complementary ways. Expert consultants at Lawrence Berkley Laboratory (LBNL) and eSource are currently synthesizing existing literature and conducting interviews on the topic with a sample of program administrators, service providers, and large customers. The revised outline for this scoping study and a presentation summarizing initial findings are available as part of the January 7 Leadership Group meeting material on the Action Plan website (www.epa.gov/eactionplan) under “Meetings.”

Schedule:

- Leadership Group review draft approach and outline Fall 2007
- Revised outline and initial findings presented to Leadership Group for additional review and comment January 2008
- Draft scoping study for Leadership Group review Summer 2008
- Final scoping study Fall 2008

2.2) Initiative to promote best practices in billing information

During the Sector Collaborative on Energy Efficiency Meeting in June 2007, customers across key end use sectors identified the lack of consistent, standardized energy use and cost information as a key challenge to their advancing energy efficiency. Efforts to remove this barrier will also help advance Goal Eight of Action Plan Vision for 2025: Establishing State of the Art Billing Systems. Further, access to consistent utility data can facilitate widespread and on-going energy benchmarking, which is proving valuable across the country to identify cost-effective energy efficiency improvements for both customers and utilities.

During the January 7 Leadership Group meeting, Sector Collaborative on Energy Efficiency Design Team members presented their findings and proposed an initiative to promote best practices in billing information during year three. Leadership Group feedback during and after the meeting supported advancing this initiative under the Action Plan. The meeting presentation and supporting proposal

are available as part of the January 7 Leadership Group meeting material on the Action Plan website (www.epa.gov/eeactionplan) under “Meetings.”

Schedule:

- Proposal presented to Leadership Group for review/comment January 2008
- Advisory Group formed February 2008
- Advisory Group scope out, draft, and revise guidance May/June 08
- Draft guidance for Leadership Group review and comment July 2008
- Final guidance released Sept. 2008
- Support adoption of best practice guidance Fall 2008

2.3) State and Local Government lead-by-example EE efforts

Lead-by-example (LBE) energy efficiency programs reduce energy usage and costs at state and locally-owned facilities, operations, and fleets. LBE programs also help state and local governments demonstrate energy and environmental leadership, raise public awareness of the benefits of clean energy technologies, improve air quality, increase energy supply and improve reliability, and foster markets for environmentally preferable products.

A guide for advancing LBE programs is currently being developed by the U.S. EPA’s State and Local Partnership Program. This guide presents strategies, resources, and tools for states to use throughout the LBE process for energy efficiency programs as well as other clean energy activities. This step-by-step guidance will also include examples of successful state and local LBE strategies and compilations of relevant resources and tools are provided for each of the following key components of an effective LBE program:

- Initiating the LBE planning framework and setting LBE goals
- Assessing and selecting potential LBE programs
- Designing and implementing the LBE program
- Tracking, evaluating, and reporting on LBE progress

This LBE Guide will be a resource for state and local government efforts to achieve the Vision’s sixth implementation goal – “developing state policies to ensure robust energy efficiency practices.” During the January 7 meeting, the Leadership Group did not prioritize this work area, but did not object to the existing work on LBE energy efficiency programs being included as an Action Plan resource. The Leadership Group will have the opportunity to review the draft LBE Guide and provide detailed comments, in addition to a review group comprised of state and local decision-makers.

Schedule:

- Draft LBE guide for Leadership Group review and comment Sept. 2008
- Final LBE Guide released Nov. 2008

2.4) Energy efficiency program design, implementation and customer incentives

These work areas were among the top six work areas to receive Leadership Group votes under Objective 2 during the meeting, as indicated in Appendix A, but required further scoping. The Action Plan facilitators synthesized additional input from Leadership Group members to develop a detailed scoping document which has also received further review and comment by the full group. To address the interests of the Leadership Group, work on program design and implementation will be combined with customer incentives issues under a single work group which will like result in several new resources, including:

- a. Guide to Energy Efficiency Program Filings (with links to best practices program information)
- b. Executive briefs on issues related to customer incentives for efficiency investments, including rate design and program incentive issues
- c. Matrix of existing energy efficiency program best practice information

Schedule:

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|--|--------------|
| • Leadership Group discussion, scoping effort initiated | January 2008 |
| • Detailed scoping document to Leadership Group | March 2008 |
| • Funding assessment and decision | May 2008 |
| • Work Group formed, effort initiated | June 2008 |
| • Draft Guide, Executive Briefs and Matrix to Work Group | August 2008 |
| • Drafts to Leadership Group | Oct. 2008 |
| • Final Guide, Executive Briefs, and Matrix released | Feb. 2009 |

2.5) Additional guidance on defining cost-effectiveness of energy efficiency programs

This work area was among the top six work areas to receive Leadership Group votes under Objective 2 during the meeting, as indicated in Appendix A, but required further scoping. The Action Plan facilitators synthesized additional input from Leadership Group members to develop a detailed scoping document which has also received further review and comment by the full group. To address the interests of the Leadership Group, a technical issue paper on cost-effectiveness of energy efficiency programs will be produced. This paper will:

- Focus on reviewing the issues involved in considering and adopting cost tests.
- Include information on how states are currently using the cost tests; the positives/negatives of each cost test from the perspective of increasing investment in energy efficiency; how two best practice programs are treated under the various cost tests; how avoided costs are used in restructured and vertically-integrated markets; how avoided costs are adjusted to reflect increased renewable energy in the generation mix and how often this adjustment occurs; how avoided costs are adjusted to reflect CO₂/CO₂ risk and how often this adjustment occurs; and, innovative/emerging approaches states are using for cost tests.
- Provide specific examples in mini-case study format where applicable.

- Not undertake new research nor make recommendations that one cost test or avoided cost methodology is superior.

Schedule:

- Leadership Group discussion, scoping effort initiated January 2008
- Detailed scoping document to Leadership Group March 2008
- Funding assessment and decision May 2008
- Leadership Group interviews and research May/June 08
- First draft to Leadership Group July 2008
- Final draft to Leadership Group Sept. 2008
- Final paper released Nov. 2009

2.6) More detailed work on building codes and appliance standards

This work area was among the top six work areas to receive Leadership Group votes under Objective 2 during the meeting, as indicated in Appendix A, but required further scoping. The Action Plan facilitators synthesized additional input from Leadership Group members to develop a detailed scoping document which has also received further review and comment by the full group. To address the interests of the Leadership Group, a paper will be written to provide guidance on the role for program administrators to work with “beyond-code” programs and efforts that can help maximize savings realized through codes. This document will build from recent experience and emerging lessons-learned to highlight broad options that program administrators can consider in enhancing the effectiveness of codes programs.

Schedule:

- Leadership Group discussion, scoping effort initiated January 2008
- Detailed scoping document to Leadership Group March 2008
- Funding assessment and decision May 2008
- First draft to Leadership Group August 2008
- Final draft to Leadership Group Sept. 2008
- Final paper released Nov. 2009

Objective 3: Develop new resources to assist organization in linking and addressing energy efficiency with evolving technologies and practices and related policies identified under the Vision. Key work areas include:

3.1) Energy efficiency workforce planning issues

The Vision identified the area of building energy efficiency expertise/workforce as an evolving policy and practice since a large scale ramp-up of energy efficiency programs and services will require the efforts of a diverse set of qualified professionals. Additional trained personal may be required in the areas of policy makers and planners, program designers and implementers, energy service contractors, evaluators, and others.

The Leadership Group learned about existing efforts on workforce planning issues and discussed the possible role of the Action Plan on this topic during their January 7th Meeting. The Leadership Group will review the results of the Energy Efficiency Services Workforce Needs Assessment currently being conducted by the U.S. DOE and LBNL and then revisit possible next steps for the Action Plan with this issue. Leadership Group members were also invited to participate in the LBNL project as an Advisory Group member, by being interviewed as part of the Needs Assessment, and by providing suggestions for experts, individuals, organization to be interviewed. Comments and suggestions should be sent to CAGoldman@lbl.gov.

Schedule:

- Leadership Group explores issues and provides input to January 7 meeting presentation January 2008
- LBNL forms Needs Assessment Advisory Group February 2008
- Draft Needs Assessment available to interested parties July 2008
- Final Needs Assessment sent to Leadership Group Nov 2008
- Leadership Group scoping of workforce next steps Winter 08/09

3.2) Energy efficiency as a low-cost resource for achieving carbon emissions reductions

During the January 7 Leadership Group Meeting, members received information on existing studies and state and regional efforts for energy efficiency to assist in meeting carbon goals in a least cost manner. This work area was among the top three work areas to receive Leadership Group votes under Objective 3 during the meeting, as indicated in Appendix A, but required further scoping. The Action Plan facilitators have synthesized additional input from Leadership Group members into a detailed scoping document for review and comment by the full group. This scoping document proposes details on possible resources to develop, the key questions the work during year three would be designed to address, and a proposed process moving forward. An issue paper will be produced with a work group established to refine the approach.

Schedule:

- Overview presentation to Leadership Group for comment, scoping effort initiated January 2008
- Detailed scoping document to Leadership Group review, comment and prioritizing year 3 work April 2008
- Funding assessment and decision May 2008
- Work Group formed, effort initiated June 2008
- Draft Paper to Work Group August 2008
- Draft Paper to Leadership Group Sept. 2008
- Final Paper released Nov. 2008

3.3) Outlining the most energy efficient economy in the world

During the January 7 meeting year three priority exercise, this work area was among the top three work areas to receive Leadership Group votes under Objective 3, as indicated in Appendix A, and thus is receiving further scoping. To assist in this scoping, the Action Plan facilitators are currently synthesizing input from Leadership Group members and exploring possible strategic partnerships that provide additional expertise and experience. Based on the results of this scoping effort, the Leadership Group may advance this work in year four of the Action Plan. This work may explore metrics that could be used to measure the energy efficiency of the economy, as well as key technologies and practices that could substantially improve energy efficiency across sectors.

Schedule:

- Leadership Group discussion, scoping effort initiated January 2008
- Detailed scoping effort, identifying strategic partners Summer 08
- Detailed scoping document for Leadership Group review Nov 2008
- Funding assessment and decision Winter 08/09

Objective 4: Measure and report on progress towards the Action Plan's Vision for 2025.

As released in November 2007, the Vision for 2025 document included an initial approach for measuring progress under 10 implementation goals toward the long-term goal of achieving all cost-effective energy efficiency by 2025. Measuring progress was agreed to be an important part of the credibility of the Vision document and the Leadership Group will refine the approach over the coming year. A work group of Leadership Group members was formed to advance this work. The Leadership Group will provide feedback and direction before data collection begins.

Schedule:

- Leadership Group discussion at January 7 meeting January 2008
- Work group formed January 2008
- Work Group calls Mar/Apr 2008
- Revised approach for Leadership Group review and comment May 2008
- Final revised measuring progress approach June 2008
- Data collection effort July 2008
- Vision updates for Leadership Group review / comment August 2008
- Revised Vision for 2025 document Fall 2008

Appendix A: Initial Options List for Year Three Work Plan Activities

During the January 7, 2008 Meeting in Scottsdale, Arizona, the Leadership Group participated in an exercise to help prioritize year three activities. Each member was given five votes for their top priorities in the coming year. Results of this voting exercise are shown below in bracketed text.

Objective 1: Outreach, Training and Recognition [20 votes]

- Broad outreach
 - Periodic web-based newsletter to share information / spotlight efforts
 - Continued broad outreach at national and regional meetings
- Increased outreach to key stakeholder groups
 - Develop and implement outreach plans with groups including NASUCA, NGA, NCSL, NARUC, and industry groups
 - Customize existing materials for different stakeholder audiences
- Education on key topics
 - Topics developed from stakeholder feedback
 - Increased outreach of program best practices
- Continue building a strong, well-organized technical and outreach materials library to support EE regulators, utilities, program developers, stakeholders and researchers
- Enhanced on-going recognition opportunities and events
- Continued support of commitments to energy efficiency, including the sector agreements under the Sector Collaborative on Energy Efficiency

Objective 2: Resources to Assist in Meeting Vision Implementation Goals

- Address customer incentives for EE investment, including innovative rate design [21 votes]
- Additional guidance on defining cost-effectiveness of energy efficiency programs [13 votes]
- More detailed work on building codes and appliance standards [12 votes]
- Additional effort to assist organizations in efficiency program design and implementation [11 votes]
- Demand Response (EE – DR Coordination Paper in progress) [9 votes]
- Sector Collaborative proposal on standardized information to commercial customers [8 votes]
- Develop guidance for integrating energy efficiency in regional resource planning [7 votes]
- Lifecycle assessment / long-term resource planning [7 votes]
- Expand the sectors covered in the Sector Collaborative on Energy Efficiency [3 votes]
- Develop guidance for state lead-by-example energy efficiency efforts [1 vote]

Objective 3: Resources to assist in Linking/Addressing Emerging Issues / Related Policies

- Outline options for energy efficiency policies and programs to assist in meeting carbon goals in a least cost manner [14 votes]
- Address energy efficiency workforce planning issues [7 votes]
- Making the United States the most energy efficient economy in the world [5 votes]
- Address transmission and distribution efficiency / coordination with existing efforts (reduction in line losses, reduced fuel use, reduced emissions, improved voltage, better asset utilization) [3 votes]
- Address R&D management / coordination with existing efforts [3 votes]
- Helping parties address new energy legislation [1 vote]

Objective 4: Measuring Progress towards the Vision [8 votes]