



REGIONAL EMERGING TECHNOLOGY ADVISORY COMMITTEE CHARTER

Review process:



Committee Purpose

NEEA's Regional Emerging Technology Advisory Committee's ("Committee" or "RETAC") purpose is to support the alliance¹ in achieving its Purpose² and Mission³ by tracking and coordinating the progression of technologies that enable energy efficiency, grid-enabled end-use capabilities, reduce greenhouse gas emissions, and accelerate the equitable delivery of energy efficiency benefits (emerging technology or technology) in the Northwest. Also, this Committee tracks higher levels of emerging technology readiness and market adoption in the Northwest.. The regional pipeline goals adopted by the Committee help focus attention on technologies that can help improve the overall flow of the pipeline. Committees guidance is used to inform NEEA staff's work toward achievement of NEEA's 's strategic goals and also used by Committee members to influence Committee work towards achievement of Committee members' host organization's goals to optimize Northwest collaboration on emerging technologies.

Committee Authority

The Committee is authorized to take actions and make recommendations necessary to fulfill the Responsibilities delegated to it pursuant to this Regional Emerging Technology Advisory Committee Charter ("Charter") by NEEA's Board of Directors ("Board") as provided by NEEA's Bylaws. The Committee is a management-advisory committee, providing support to the work of NEEA's managers and other staff in its promotion of energy efficient emerging technologies. The Committee reports to NEEA's Executive Director, and NEEA's Executive Director is given related authority pursuant to this Charter.

Committee Responsibilities

The Committee is authorized by the Board under this Charter to carry out the following Responsibilities:

1. Identifying and tracking emerging technologies.
2. Planning and conducting research.
3. Developing, implementing and assessing pilots and field demonstrations.
4. Engagement in activities including:

¹ The Northwest Energy Efficiency Alliance (NEEA) is an alliance of more than 140 utilities and energy efficiency organizations working on behalf of more than 13 million energy consumers to increase the adoption of energy-efficient products, services and practices. To do this, the alliance identifies and removes market barriers to energy efficiency to drive permanent change throughout the supply chain. This formalized, lasting approach is known as Market Transformation.

² NEEA's Purpose Statement: NEEA is an alliance of utilities and partners that pools resources and shares risks to transform the market for energy efficiency to the benefit of all consumers in the Northwest.

³ NEEA's Mission: NEEA catalyzes the most efficient use of energy for a thriving Northwest.

- a) Tracking adoption of new measures.
 - b) Identifying actions to advance promising technologies and design strategies.
 - c) Coordinating with the Regional Portfolio Advisory Committee (“RPAC”) to increase adoption of existing technologies with low market shares.
 - d) Scanning for new technologies, practices, and services.
 - e) Sharing knowledge, expertise and resources to support development and maintenance of the region’s emerging technology pipeline.
 - f) Providing a forum for information exchange within the region on emerging technology and opportunities for collaboration.
5. Committee members and NEEA share a commitment to communicate and coordinate as part of this Committee with the intent of operating with transparency, collaboration, and clarity.
 6. The Committee will act to serve NEEA’s primary Mission to catalyze the most efficient use of energy for a thriving Northwest in furtherance of NEEA’s primary Purpose as an alliance of utilities and partners that pools resources and shares risks to transform the market for energy efficiency to the benefit of all consumers in the Northwest.

Committee Membership

NEEA’s Executive Director has the authority pursuant to this Charter to appoint a Committee member as designated by and from to each NEEA direct funder⁴. In addition, NEEA’s Executive Director may appoint other Committee member(s), such as Northwest Power and Conservation Council staff, public utility commission staff, and state energy office staff.

Open Committee Meetings and Closed Sessions

All Committee meetings are open to participation by members of the public. With the exception of sensitive information, confidential information, or other information not appropriate for public dissemination as determined by the Committee or NEEA’s Executive Director, Committee meeting materials (including but not limited to Committee meeting packets, slide presentations, and summary notes) are posted for public access. A closed, non-public session for part or all of any Committee meeting may be called at any time by any Committee member or NEEA’s Executive Director to discuss sensitive, confidential, or other information not deemed appropriate by the same for public dissemination, including but not limited to competitive or proprietary information that should not be publicly shared.

Committee Meeting Schedule

The Committee meets on a quarterly basis and conducts additional meetings and/or webinars as needed in its determination, or as requested by NEEA’s Executive Director or Board.

⁴ Pursuant to NEEA’s Bylaws, a “direct funder” refers to electric and gas, public or investor-owned utilities, Bonneville Power Administration, energy efficiency administrators, and the like that have committed to fully fund their share of NEEA’s 5-year Business Plan’s Cycle Core Funding activities, consistent with Board approved NEEA Funding Mechanism Policies, which determine the financial contribution required by each Direct Funder; not including funders paying such funds exclusively through other Direct Funders. See NEEA Bylaws, Art. II, Section (b)-(d).

Review Schedule

NEEA's Board reviews this Charter during the first year of NEEA's then current funding cycle, or at other times as needed as determined by the Board.

Reference Chart

NEEA Governance/ Management/ Advisory Roles and Responsibilities	
NEEA Board	<ul style="list-style-type: none">• All corporate governance and fiduciary duties, including ensuring the system of rules, practices and processes by which NEEA is directed to balance the interests of the alliance's stakeholders, to support the achievement of the organization's purpose• Strategic and Business Plan development and approval• Operations Plan and budget approval
NEEA Executive Director	<ul style="list-style-type: none">• Manage the business of NEEA according to Strategic, Business and Operations Plans, set forth by Board• Oversee business operations and staff
Regional Portfolio Advisory Committee ("RPAC")	<ul style="list-style-type: none">• Advise NEEA's Executive Director on portfolio performance and program advancement; "challenge flag" process; RPAC+ downstream marketing elections• Monitor developments from other advisory committees with regard to regional coordination, market progress, and emerging technology
Coordinating Committees ("CCs")	<ul style="list-style-type: none">• Collaborate with NEEA Staff and report to RPAC on coordination and optimization of NEEA programs and related activities, to identify and manage through potential implementation challenges between NEEA and local utility activities, and seize opportunities for amplified market influence
Cost-Effectiveness and Evaluation Advisory Committee ("CEAC")	<ul style="list-style-type: none">• Advise NEEA's Executive Director on methods, data sources and inputs for use in NEEA's cost-benefit analysis and energy savings reporting• Advise NEEA's Executive Director on market research and evaluation methodologies
Regional Emerging Technology Advisory Committee ("RETAC")	<ul style="list-style-type: none">• Advise NEEA's Executive Director on NEEA's work toward achieving its strategic pipeline goals• Track and coordinate the progression of energy efficiency technologies to improve technology readiness and market adoption in the Northwest
Natural Gas Advisory Committee ("NGAC")	<ul style="list-style-type: none">• Advise NEEA's Executive Director on gas portfolio performance and program advancement; "challenge flag" process; RPAC+ downstream marketing elections• Monitor developments from other advisory committees with regard to market progress and emerging technology
Work Groups	<ul style="list-style-type: none">• Formed by RPAC on an as-needed basis and staffed with as-needed expertise, for a limited term and specific purpose that is distinct from that of RPAC, the CCs, and other Advisory Committees or Work Groups

HISTORY			
Source	Date	Action/Notes	Next Review Date
RETAC	Q1-Q2 2020	Proposed Draft	Q1 2021
Governance Committee	July 8, 2020	Recommended for Board consideration	Q2 2025

HISTORY			
Source	Date	Action/Notes	Next Review Date
Executive Committee	August 27, 2020	Recommended for Board consideration	Q2 2025
Board Decision	September 15, 2020	Board Approval	Q2 2025
<i>Governance Committee</i>	<i>October 17, 2024</i>	<i>Recommended for Board consideration</i>	<i>Q2 2030</i>
<i>Executive Committee</i>	<i>November 14, 2024</i>	<i>Recommended for Board consideration</i>	<i>Q2 2030</i>
<i>Board Decision</i>	<i>December 5, 2024</i>	<i>Board Approval</i>	<i>Q2 2030</i>