

Charter of the Missouri Energy Efficiency Advisory Collaborative

Charter Organization: Missouri Energy Efficiency Advisory Collaborative (“MEEAC”)

Charter Date: December 29, 2017

Authorization: 4 CSR 240-20.094(9)(B)

Mission Statement: The mission of the MEEAC is to strengthen and supplement existing policies and practices through collaboration of Missouri’s electric utilities and their stakeholders by providing an environment for constructive contributions which enable utilities to deliver all cost-effective demand-side savings opportunities under the Missouri Energy Efficiency Investment Act (“MEEIA”) and providing an environment to discuss potential individual stakeholder or working group recommendations and making non-binding recommendations to the Commission.

Guidelines for the Operation of the MEEAC:

1. File No. EW-2013-0519 is the Working Docket for the State-Wide Advisory Collaborative to Address the Requirements of Commission Rule 4 CSR 240-20.094(9)(B)¹ and to submit non-binding recommendations to the Commission.
2. The state-wide advisory collaborative shall:
 - a. Develop state-wide protocols for evaluation, measurement and verification of energy efficiency savings, no later than December 31, 2018, and update those protocols annually thereafter;
 - b. Establish individual working groups to address the creation of the specific deliverables of the collaborative;
 - c. Create a semi-annual forum for discussing and resolving state-wide policy issues, wherein utilities share lessons learned from demand-side program planning and implementation, and wherein stakeholders provide input on how to implement the recommendations of the individual working groups;
 - d. Explore other opportunities; and,
 - e. Create a means for sharing materials related to the MEEAC in a publicly accessible online format. Initially this information will be maintained on the Commission’s website but may be moved to another stakeholder site at a future date.
3. The MEEAC consists of the following organizations and organization groups (“members”):
 - a. Ameren Missouri;
 - b. KCPL/GMO;
 - c. Empire District Electric;
 - d. Staff of the Missouri Public Service Commission;
 - e. Office of the Public Counsel;
 - f. Department of Economic Development - Division of Energy;
 - g. Low-Income Customers’ Group;²
 - h. Industrial Customers’ Group;³ and

¹ The Commission’s MEEIA rules include 4 CSR 240-20.092, 4 CSR 240-20.093 and 4 CSR 240-20.094 which have an effective date of October 30, 2017.

² Low-Income Customers’ Group consists of, but is not limited to: National Housing Trust, Tower Grove Neighborhoods Community Development Corporation, and Consumers Council Missouri.

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- i. Environmental Group.⁴
4. The MEEAC will meet at least semi-annually to discuss topics related to energy efficiency programs. Additional MEEAC meetings (in person meetings or conference calls) will be scheduled if a majority of members support the additional meetings.
5. Staff will provide notice of each MEEAC meeting in File No. EW-2013-0519. Interested persons may attend MEEAC meetings. The meetings will be open to all participants, including but not limited to, members, third-party implementers of energy efficiency services, members of the public and all other interested stakeholders.
6. Each working group will:
 - a. Consist of any interested stakeholders;
 - b. Be responsible for its own formation;
 - c. Define its scope and priorities;
 - d. Determine how its meetings will be run; and
 - e. Provide a written progress report at each MEEAC meeting.
7. Members will determine through a majority vote of those members present the following aspects of each MEEAC meeting:
 - a. Date and location;
 - b. Agenda; and
 - c. Meeting facilitator(s).
8. The meeting facilitator shall:
 - a. Ensure constructive discussion and decisions on date/location/agenda; and
 - b. Allow for presentations from the individual working groups.
9. Meeting Minutes.
 - a. One of the members will record MEEAC minutes of each MEEAC meeting including:
 - Presentations made during meeting;
 - Action items as a result of the meeting;
 - Date and location of the next meeting;
 - Member responsible for organizing the next meeting; and
 - Meeting facilitator for the next meeting.
 - b. The member recording minutes will circulate meeting minutes, in draft form, to members within ten (10) business days of each meeting. The member recording minutes will file the draft meeting minutes in File No. EW-2013-0519 and on any other publicly accessible website created through the MEEAC within twenty (20) business days of each meeting.
 - c. Changes to draft minutes will be circulated via email to the MEEAC at least 7 days prior to the next meeting.
 - d. Meeting minutes will be approved through majority vote of members present at the next MEEAC meeting and filed in File No. EW-2013-0519 within five (5) business days of being approved.
10. The collaborative will review this charter every two years.

³ Industrial Customers' Group consists of, but is not limited to: Missouri Industrial Energy Consumers; Midwest Energy Consumers Group; Wal-Mart Stores; and Barnes-Jewish Hospital.

⁴ Environmental Group consists of, but is not limited to: Renew Missouri; Natural Resources Defense Council; Sierra Club; and Missouri Coalition for the Environment.