

**Income Qualified Energy Efficiency Advisory Committee:
2018 Advisory Committee Plan – South
Draft (updated 4/10/18)**

Committee Category	Committee Members and/or Participants
Facilitation Team	Annette Beitel Celia Johnson TBD – Senior Policy Analyst or Policy Analyst
Leadership Team – South	<ul style="list-style-type: none"> • <u>Community Leader</u>: Dr. Dalitso Sulamoyo, Champaign County Regional Planning Commission (CCRPC) • <u>Convening Utility Leader</u>: Kristol Simms, Ameren Illinois • Others TBD, as invited by Ameren Illinois
Convening Utility Leader – South	<u>Ameren Illinois</u> : Kristol Simms
Illinois Commerce Commission	<ul style="list-style-type: none"> • Danisha Hall, Bureau Chief, External Affairs • Jennifer Morris, Economist and Energy Efficiency Lead
Advisory Committee Members¹	<ul style="list-style-type: none"> • Representatives of Ameren Illinois • Representatives of designated Community Based Organizations (CBOs) • Representatives of Income Qualified energy efficiency program implementation contractors
Meeting Frequency	<p><u>Leadership Team Meetings (South)</u>: Approximately six (6) meetings per year (excluding August and December), following Advisory Committee South meetings.</p> <p><u>Advisory Committee Meetings (South)</u>: Approximately six (6) meetings per year (excluding August and December).</p> <p><u>Joint (North-South) Advisory Committee Meetings</u>: As needed, per direction of joint North and South Leadership Teams.</p>
Commencement Date	January 1, 2018
Conclusion Date	December 31, 2018
Deliverable(s)	Issue-specific deliverables are summarized in Section IV, Issues to Address.
Attachment(s)	N/A

I. Objectives

Objectives for Advisory Committee South meetings in 2018 include the following:

1. Conduct Diversity Training: Provide training to Leadership Teams, Advisory Committee members, and other interested participants (pending space availability).
2. Conduct “Introductory” Meeting with Community Based Organizations (CBOs): Organize, conduct outreach for and facilitate an “introductory” meeting with CBOs and Advisory Committee members.
3. Input on Serving Communities: Conduct outreach and solicit input from regional community leaders and CBOs on the needs of and how to better serve disadvantaged communities in southern Illinois through Income Qualified (IQ) energy efficiency programs;
4. Input on Job Creation and Workforce Diversity: Solicit input on job creation in disadvantaged communities and workforce diversity initiatives to provide jobs and other economic benefits; and
5. Input on Marketing and Outreach: Solicit input on marketing and outreach, including what channels are best to reach customers.

II. Outreach to Community-Based Organizations

Conducting outreach to Community-Based Organizations (“CBOs”) is important to the success of the Income Qualified Advisory Committee. The facilitators will develop a long-term outreach plan in 2018 to recruit strong participation in the Committee.

III. Membership

Income Qualified Advisory Committee South meetings include the members identified in the Future Energy Jobs Act:² Representatives of Ameren Illinois; representatives of designated Community-Based Organizations (CBOs); and representatives of Income Qualified energy efficiency program implementation contractors.

“Community-Based Organizations” are defined as *private or public not-for-profit organizations, including volunteer organizations, located in an Illinois community, that provides services within that community and the surrounding area.*

Membership in the Advisory Committee South will be approved by the Leadership Team. CBOs will be asked to complete a Member Application, with approval by the Leadership Team, which will include access to a per diem and reimbursement for travel expenses. Other interested stakeholders may participate in the Advisory Committee South as observers, however there may be meeting topics that will be open only to CBOs and program implementers.

² See 220 ILCS 5/8-103(B)(c).

A SAG Working Group will be established to address Income Qualified topics that are not of interest to CBO members. However, CBO members will be invited to participate.

IV. Topics to Address

The topics described below will be discussed in 2018 Advisory Committee South meetings. Pre-work, tasks and deliverables are identified for each issue. Additional topics will be addressed, as time and resource permit.

Topic 1: Diversity Training

- Educate and solicit input from the Leadership Team, Advisory Committee Members, and Interested Participants (space available) about diversity, and how diversity can be productively and respectfully discussed in the context of Illinois IQ energy efficiency programs.

Pre-Work:

- With input from Leadership Team:
 - Identify trainer and training objectives;
 - Create invitee list and reach out to invited parties; and
 - Finalize agenda, approach and meeting space.

Tasks:

- Organize Diversity Training meeting, anticipated in early 2018.

Deliverables:

- Prepare a summary of key points on how diversity should be discussed, addressed, etc. through EE. This summary will include follow-up questions and action items identified by Advisory Committee members.

Topic 2: Assessing Wants and Needs of Economically Disadvantaged Communities

- Solicit input from economically disadvantaged community leaders on their wants and needs regarding IQ energy efficiency programs.
- Address community economic development.
- Questions to address:
 - Who are the community leaders?
 - What are the needs of communities?
 - Who is serving the needs of communities and where do they gather?
 - What additional funding and/or services can be leveraged?
 - How can utility EE programs better serve economically disadvantaged communities?

Pre-work:

- Facilitators to work with Leadership Team and other Advisory Committee Members to ensure the appropriate CBOs and regional leaders are on the distribution list for the Advisory Committee.

- Facilitators to reach out to CBOs and local leaders to solicit interest and participation in the Advisory Committee:

Tasks:

- Presentation from Ameren Illinois and/or IQ energy efficiency program implementers on how they will serve economically disadvantaged communities.
- Facilitated discussion to solicit input from CBOs and community leaders on serving the community.

Deliverables:

- Facilitators to prepare a summary of input, recommendations and follow-up items from CBOs and local leaders on serving the community.
- Facilitators to update the tracking document to identify open issues, action items, and recommendations.

Topic 3: Local and Diverse Job Creation for Economically Disadvantaged Communities

- Solicit input and identify best practices on how to develop EE jobs in economically disadvantaged communities.
- Solicit input and identify best practices on how to increase diversity in EE jobs, particularly contractors and trades, to identify and reach local diverse business enterprises.

Pre-work:

- Facilitators to work with the Leadership Team to identify and reach out to community leaders with experience in this area to present and lead discussions in the Advisory Committee.
- Facilitators to research and summarize best practices from other jurisdictions on local and diverse job creation.

Tasks:

- Presentations from Community Leaders on effective strategies for building jobs in disadvantaged communities
- Presentation from implementation contractor on Market Development Initiative activities for 2018
- Facilitated discussions to solicit input from CBOs and community leaders on how to create jobs and increase diversity

Deliverables:

- Facilitators to prepare a summary of input, recommendations, best practices research, and actions/goals for 2018.
- Facilitators to update the tracking document to identify open issues, action items, and recommendations.

Topic 4: Program Promotion and Education

- Discuss program promotion and education, including new and innovative strategies to overcome barriers and reach eligible customers.
 - Question to address: What program promotion and education strategies and channels will provide the best avenue to reach customers?

Pre-work:

- N/A

Tasks:

- Facilitated discussion on marketing and outreach barriers – what strategies have been used previously? What has worked; what hasn’t worked? How can programs successfully reach eligible customers? Where have particular strategies been successful?
- Facilitated discussion on innovative strategies to overcome barriers, including examples from other jurisdictions.

Deliverables:

- Facilitators to prepare a summary of input and recommendations on program promotion and education.
- Facilitators to update the tracking document to identify open issues, action items, and recommendations.

V. Advisory Committee South Schedule

Table 1 below summarizes the Advisory Committee South schedule for 2018. The Advisory Committee will meet approximately every other month, excluding August and December. The Leadership Team will meet in the week following Advisory Committee South meetings to discuss follow-up and prepare for the next meeting. The facilitators may shift topics to accommodate the discussion of additional issues. The facilitators will circulate an agenda one (1) week in advance of each meeting. Regional topics will be scheduled on a statewide basis, as needed.

Table 1: Advisory Committee South 2018 Schedule <i>Specific meeting dates/locations are TBD</i>		
Date	Agenda	Next Steps
April Leadership Team Call Date/Time TBD	<u>Leadership Team Meeting #1</u> Review agenda and structure for Meeting #1.	Facilitators to circulate agenda and 2018 South Committee Plan.
Tues., April 17, 2018 10:00 am – 2:00 pm Champaign, IL	<u>Kick-off: Meeting #1</u> “Introductory” meeting with Community Based Organizations – specific agenda topics TBD.	Facilitators to summarize feedback from CBOs.

Table 1: Advisory Committee South 2018 Schedule
Specific meeting dates/locations are TBD

Date	Agenda	Next Steps
<p>May Leadership Team Call Date/Time TBD</p>	<p><u>Leadership Team Meeting #2</u></p> <ul style="list-style-type: none"> • Follow-up on first meeting. • Draft of utility responses to feedback. • Prepare for next meeting. 	<p>Facilitators to prepare a summary of Leadership Team feedback.</p>
<p>Tues., May 29 10:00 am – 2:00 pm Champaign, IL</p>	<p><u>Meeting #2</u> Serving the Community: Discussion #1</p> <ul style="list-style-type: none"> • What are the needs of communities? What are barriers to serving eligible customers? • Facilitated discussions + input from members <p>Program Promotion and Education: Discussion #1</p> <ul style="list-style-type: none"> • What are barriers to reaching customers? Innovative strategies in other jurisdictions to overcome barriers? • Facilitated discussions + input from members <p>Service Project – TBD</p>	<p>Facilitators to prepare a summary of comments / responses</p> <p>Ameren IL to prepare additional responses to feedback, as needed.</p>
<p>Meeting Date TBD (anticipated during Q2 2018) Location TBD</p>	<p>Diversity Training Meeting: All Advisory Committee participants are encouraged to attend this Diversity Training meeting, led by an expert in the field. This training will help participants gain cultural awareness of diversity issues that impact economically disadvantaged utility customers.</p>	<p>TBD</p>
<p>June Leadership Team Call Date/Time TBD</p>	<p><u>Leadership Team Meeting #3</u></p> <ul style="list-style-type: none"> • Serving the community – draft of Ameren IL responses to feedback. • Promotion and education – draft of Ameren IL responses to feedback. • Prepare for next meeting 	<p>Facilitators to prepare a summary of Leadership Team feedback.</p>
<p>Tues., July 10 10:00 am – 2:00 pm Location TBD</p>	<p><u>Meeting #3</u> Jobs and Diversity: Discussion #1</p> <ul style="list-style-type: none"> • Overview of initiative; metrics to report on initiative. • Facilitated discussions + input from members <p>Program Promotion and Education: Discussion #2</p> <ul style="list-style-type: none"> • Follow-up on open program promotion and education issues. • Facilitated discussions + input from members 	<p>Facilitators to prepare a summary of comments / responses</p> <p>Ameren IL to prepare additional responses to feedback, as needed.</p>

Table 1: Advisory Committee South 2018 Schedule
Specific meeting dates/locations are TBD

Date	Agenda	Next Steps
<p>Sept. Leadership Team Call Date/Time TBD</p>	<p>Follow-up on Meeting #3: Leadership Team</p> <ul style="list-style-type: none"> • Jobs and Diversity – discuss draft of Ameren IL responses to feedback. • Program promotion and education– discuss draft of Ameren IL responses to feedback. • Prepare for next meeting. 	<p>Facilitators to prepare a summary of Leadership Team feedback.</p>
<p>Tues., Sept. 18 10:00 am – 2:00 pm Location TBD</p>	<p>Meeting #4 Serving the Community: Discussion #2</p> <ul style="list-style-type: none"> • Ameren Illinois to follow-up on recommendations and open community issues. • Facilitated discussions + input from members <p>Jobs and Diversity: Discussion #2</p> <ul style="list-style-type: none"> • Barriers to identify and reach local diverse business enterprises; engagement with local diverse contractors and customers. • Facilitated discussions + input from members 	<p>Facilitators to prepare a summary of comments / responses</p> <p>Ameren IL to prepare additional responses to feedback, as needed.</p>
<p>Oct. Leadership Team Call Date/Time TBD</p>	<p>Follow-up on Meeting #4: Leadership Team</p> <ul style="list-style-type: none"> • Serving the community – discuss draft of Ameren IL responses to feedback. • Market Development Initiative – discuss draft of Ameren IL responses to feedback. • Prepare for next meeting 	<p>Facilitators to prepare a summary of Leadership Team feedback.</p>
<p>Tues., Oct. 16 10:00 am – 2:00 pm Location TBD</p>	<p>Meeting #5 Program Promotion and Education: Discussion #3</p> <ul style="list-style-type: none"> • Ameren Illinois to follow-up on recommendations on open program promotion and education issues. • Facilitated discussions + input from members <p>Jobs and Diversity: Discussion #3</p> <ul style="list-style-type: none"> • Ameren Illinois to present an assessment of outreach strategies and best practices. • Facilitated discussions + input from members 	<p>Facilitators to prepare a summary of comments / responses</p> <p>Ameren IL to prepare additional responses to feedback, as needed.</p>
<p>Nov. Leadership Team Call Date/Time TBD</p>	<p>Follow-up on Meeting #5: Leadership Team</p> <ul style="list-style-type: none"> • Program promotion and education- discuss draft of Ameren IL responses to feedback. • Jobs and Diversity - discuss draft of Ameren IL responses to feedback. • Prepare for next meeting 	<p>Facilitators to prepare a summary of Leadership Team feedback.</p>

Table 1: Advisory Committee South 2018 Schedule
Specific meeting dates/locations are TBD

Date	Agenda	Next Steps
<p>Tues., Nov. 13 10:00 am – 2:00 pm Location TBD</p>	<p><u>Meeting #6</u> Jobs and Diversity: Discussion #4</p> <ul style="list-style-type: none"> • Update on Initiative; steps taken to date; progress achieved. • Facilitated discussions + input from members <p>Year-End Survey Future topics and suggestions for 2019; value / satisfaction of 2018 meetings.</p>	<p>Facilitators to prepare a summary of comments / responses</p> <p>Ameren IL to prepare additional responses to feedback, as needed."</p> <p>Facilitators to prepare: 1) Draft Advisory Committee Annual Report and 2) Draft 2019 Annual Plan.</p> <p>Facilitators to circulate survey / CBOs to complete.</p>
<p>Final 2018 Leadership Team Call Date/Time TBD</p>	<p><u>Final Leadership Team Meeting for 2018</u></p> <ul style="list-style-type: none"> • Jobs and Diversity - discuss draft of Ameren IL responses to feedback. • Finalize Advisory Committee Annual Report. • Discuss draft 2019 Income Qualified South Committee Plan and schedule. • Discuss year-end survey results. 	<p>Facilitators to circulate final Advisory Committee Annual Report; add to website.</p> <p>Facilitators to circulate final 2019 Annual Plan and schedule.</p>