

**Income Qualified South Energy Efficiency Advisory Committee:
2019 Plan
Final Draft (updated 02/27/19)**

Committee Category	Committee Members and/or Participants
Facilitation Team	Theodora Okiro – Facilitator Celia Johnson – Facilitation Manager Annette Beitel – Senior Facilitator
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</u>: Kristol Simms, Ameren Illinois • <u>Others TBD, as invited by Ameren Illinois</u>
Convening Utility Leader	<u>Ameren Illinois</u> : Kristol Simms
IQ South Advisory Committee Participants	<ul style="list-style-type: none"> • Representatives of Ameren Illinois • Representatives of designated Community Based Organizations (CBOs) and Community Action Agencies (CAAs) • Representatives of Income Qualified energy efficiency program implementation contractors
Meeting Frequency	<p><u>Leadership Team Meetings (South)</u>: Approximately six (6) planning meetings will be held with the IQ South Leadership Team.</p> <p><u>Advisory Committee Meetings (South)</u>: Approximately six (6) meetings per year (excluding August and December).</p>
Deliverable(s)	Topic-specific deliverables are summarized in Section II, Topics to Address.
Website	www.IQAdvisoryCommittee.com
Attachments	N/A

I. Objectives

Objectives for Advisory Committee South meetings in 2019 include the following:

1. Recruitment and Outreach to Community Based Organizations: Begin conducting one-on-one outreach to CBOs to encourage expanded CBO participation in 2019 meetings and solicit further feedback on IQ programs.
2. Input on Job Creation, Workforce Diversity and Economic Development in Income Qualified Communities: Solicit input on workforce needs, job creation in disadvantaged communities and workforce diversity initiatives to provide jobs; determine workforce needs; and other economic benefits for disadvantaged communities. Research and present best practices from other jurisdictions, leveraging connections with community colleges and develop Committee recommendations on increasing jobs in disadvantaged communities and populations.
3. Ameren IL IQ Program Updates: Input on Income Qualified EE Programs, Program Promotion and Education: Ameren IL will provide program updates on their Income Qualified EE programs on a regular basis. The Committee will solicit input on the following features of Ameren Illinois' Income Qualified Energy Efficiency (EE) programs - Program design, participation, implementation and data collection. Additional input will be solicited on best strategies to educate IQ Customers on EE programs and best strategies for marketing IQ programs.
4. Leveraging Other Funding Sources, Programs and Initiatives for Income Qualified EE Programs: There will be continued discussion on leveraging and coordination of other sources of funding, programs and initiatives for income qualified energy efficiency programs in the IQ South territory.
5. Tracking and Coordination with Other Income Qualified Related Efforts: There will be routine tracking and reporting out by the facilitation team of other Illinois and Regional efforts related to Income Qualified EE Programs and initiatives. There will also be coordination with Facilitators of these efforts to understand recent topics and updates in these other efforts. These other efforts include:
 - a) Illinois Stakeholder Advisory Group (IL SAG).
 - b) Income Qualified North EE Advisory Committee (IQ North).
 - c) Illinois Commerce Commission (ICC) Low-Income initiatives.
 - d) Illinois Solar For All
 - e) Regional Low-Income Advisory Groups
 - f) Low-Income Program Evaluations (EMV)

II. Outreach to Community-Based Organizations

Conducting outreach to Community-Based Organizations (“CBOs”) is a priority and vital to the success of the Income Qualified (IQ) South Advisory Committee. Outreach efforts are scheduled to ramp up in 2019. The facilitation team developed a long-term outreach plan in 2018 that will be utilized in 2019 for recruiting strong participation in the Advisory

Committee. The facilitation team will work with the leadership team to determine areas of prioritization for outreach. Feedback shared from meetings with CBOs and CAAs will be shared with the IQ South leadership team and the Advisory Committee.

The Committee has also shared suggestions and strategies for maximizing CBO and CAA engagement or participation in the Committee. The facilitation team will include these suggestions in their outreach strategies in 2019. The suggestions include but are not limited to:

1. **Seeking cross-promotional opportunities** with the Illinois Association of Community Action Agencies (IACA) and other agencies to market the Committee Meetings.
 - The benefit of this will also be to piggyback off other community and or/industry meetings.
2. **Consider holding meetings at CAA and CBO buildings** to spur participation and word of mouth within their network.
3. **Maintain and leverage relationships with IACA** when planning meetings.
4. **Formalize partnerships with Ameren Illinois** to promote meetings.
5. **Survey CBOs and CAAs** to understand what is best and most feasible for their participation, options include: satellite calls, smaller meetings i.e. lunch+learn meetings.

III. Participation

IQ South Committee meetings include those specifically identified in the Future Energy Jobs Act:¹ 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 to citizens within that community and the surrounding area.*

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. There may also be meeting topics that will be closed to financially interested parties (e.g. current program implementers).

IV. Committee Process

To ensure the success of the Committee, a leadership team comprising of representative utilities oversees the IQ South Committee. Leadership team members are responsible for reviewing and approving agendas and speakers; approving member requests for the Advisory Committee; participating in pre-meeting planning with the facilitators; providing input on presenters; attending Committee meetings; helping the facilitators select key issues for the

¹ See 220 ILCS 5/8-103(B)(c).

Committee to address; helping facilitate and solicit input on specific topics during meetings; and providing feedback on framing issues.

Advisory Committee meetings are facilitated by the facilitation team (Future Energy Enterprises, LLC). The facilitation team is responsible for developing agendas with input from the leadership team, organizing and presiding over meetings, maintaining and circulating meeting notes, updating the tracking document with feedback from meetings, identifying open issues and action items. All follow-up documents are posted on the website.

Additional facilitation team tasks include: Conducting outreach to CBOs, conducting research to support topic-specific issues that are addresses by or raised in IQ South meetings and producing reports summarizing accomplishments of the IQ South Committee. The facilitation team will also consider utilizing surveys to assess Committee feedback on IQ program design and other topics.

V. Topics to Address

This section summarizes topics that will be addressed in the IQ South Committee in 2019. Pre-work, tasks and deliverables are identified for each topic. Additional topics will be addressed as time and resources permit.

Topic 1: Feedback from CBOs

Share a summary of feedback from CBOs on income qualified EE programs.

Pre-work:

- The facilitation team created a long-range outreach plan for CBO recruitment and engagement. The facilitation team will begin to meet with CBOs located in the IQ South service territory in 2019.
- The goal of these outreach meetings will be to increase participation and engagement from in the IQ South Committee.

Task(s):

- Mid-year and end of year presentations from the facilitation team with a summary of key feedback from CBOs.
- Facilitators to also review the possibility of reporting to the IQ South Committee on CBO participation rates and the geographic distribution of IQ South Committee participants.

Facilitator Deliverable(s):

- Facilitators to provide detailed feedback form CBO outreach meetings to the IQ South leadership team on a regular basis.
- Facilitators to present a summary of key CBO feedback, anticipated twice per year (mid-year meeting and end of year meeting).

Topic 2: Input on Job Creation, Workforce Diversity and Economic Development in Income Qualified Communities

- Solicit input and identify best practices on how to develop EE jobs in economically disadvantaged communities.
- Solicit input and identify practices on how to increase diversity in EE jobs, particularly contractors and trades, to identify and reach local diverse business enterprises.
- Research best practices on how to develop EE jobs, leveraging connections with community colleges and increase diversity in economically disadvantaged communities.
- Develop recommendations on increasing jobs in disadvantaged communities and populations.

Pre-work:

- Facilitators to work with the leadership team to identify existing EE workforce development programs in IQ South territory; and invite the programs to present to the IQ South Advisory Committee.
- 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 work with leadership team to research and summarize best practices from other jurisdictions on local and diverse job creation.

Task(s):

- Presentations from existing programs on effective strategies for building EE jobs in disadvantaged communities and building a diverse workforce.
- Facilitated discussions to solicit input from CBOs and community leaders on how to most effectively create and maintain EE jobs in economically disadvantaged communities and increase diversity.

Facilitator Deliverable(s):

- Facilitators to prepare a summary of input, best practices research, findings, follow-up items and recommendations on job creation and workforce diversity.

Topic 3: Ameren Illinois Program Updates and Reporting

Pre-work:

- N/A

Task(s):

- Ameren Illinois to present program progress updates on a regular basis to the IQ South Committee.

Ameren Illinois Deliverables(s):

- Ameren Illinois to prepare progress updates approximately 45 days after the end of each quarter. Quarterly reports will be posted by the facilitation team on the Income Qualified Advisory Committee website: www.IQAdvisoryCommittee.com.

Facilitator Deliverable(s):

- Facilitators will prepare a summary of questions and follow-up on progress updates.

Topic 4: Input on Income Qualified EE Programs, Program Promotion and Education

- Solicit input from the IQ South Committee on Income Qualified EE programs including but not limited to: program design, program participation, program implementation, data collection, best strategies for educating IQ Customers on EE programs and marketing IQ programs.
- Questions to address:
 - What are the different elements of the programs that are working well?
 - What are IQ customer needs that can be better addressed by Income Qualified EE programs?
 - What are the most effective strategies to educate IQ Customers on the fundamentals of Energy Efficiency, its benefits and programs?
 - What are the most effective strategies for outreach and marketing Income Qualified (IQ) EE programs to IQ Customers?

Pre-work:

- Facilitators to utilize outstanding feedback on Income Qualified EE programs from tracking document for facilitated discussion at IQ South meetings.

Task(s):

- Facilitators to compile feedback on Income Qualified EE programs from CBO outreach meetings to utilize for facilitated discussion at IQ South meetings.
- Facilitated discussion to solicit input from CBOs and community leaders on Income Qualified EE Programs.

Facilitator Deliverable(s):

- Facilitators to prepare a summary of input of recommendations on Income Qualified EE programs from CBOs, Community Leaders and IQ South Committee Meetings, plus Ameren Illinois response (mid-year and end-of-year).

Topic 5: Leveraging Other Sources of Funding, Programs and Initiatives for Income Qualified EE Programs

- Solicit input and discussion from the IQ South on how to leverage and coordinate other programs, initiatives and funding with Ameren's IQ Programs. The purpose of these discussions will be to address and access how best to weave together funding to best serve IQ Customers in an integrated and comprehensive way.
- Solicit input from others on programs, initiatives and funding that could be leveraged or coordinated with IQ programs.
- Questions to address:
 - Are there any funding sources, programs or initiatives that can be better leveraged for Income Qualified EE Programs?
 - How can these other funding sources, programs and initiatives be leveraged?
 - What are other jurisdictions and utilities doing to leverage other sources of funding for EE IQ Programs?

Pre-work:

- With input from IQ-S committee members, facilitators to compile list of agencies and organizations serving IQ Customers with EE Programs in the IQ South territory and possible sources of funding, programs and initiatives that could be leveraged by IQ Programs.
- Facilitators to examine best practices for leveraging and coordinating of funding, programs and initiatives in other jurisdictions.

Task(s):

- Facilitated discussion to solicit input from IQ South Committee on how best to coordinate and leverage other funding sources, programs and initiatives for Income Qualified EE Programs.

IQ South Committee Deliverable(s):

- The IQ South Committee will develop a list of other funding sources, programs and initiatives by IQ Programs and actionable recommendations on how to leverage and coordinate other sources of funding.

VI. Illustrative Schedule

Table 1 below summarizes the Advisory Committee South illustrative schedule for 2019. The Advisory Committee will meet approximately six (6) times in 2019. There will be 2 (two) IQ South Committee Meetings located in Champaign, IL. A meeting in May at the IACA conference. A meeting in Peoria and another meeting in Springfield. These alternative meeting locations are as a result of feedback given by the Committee to hold IQ South meetings in other areas of the IQ South territory, other than Champaign. There will also be a meeting held by

teleconference in December. This meeting will account for potential travel conditions and holiday scheduling conflicts in December. The facilitators will continue to work with the leadership team plus receive suggestions from IQ South Committee participants on other meeting location ideas.

Prior to each Advisory Committee meeting, the facilitation team will meet with the leadership team. These meetings will be convened to discuss the meeting agenda and other preparatory deliverables for the upcoming meeting. The facilitators will circulate an agenda approximately two (2) weeks in advance of each advisory meeting.

The meeting topics below are preliminary. The facilitation team will ensure that the eventual dates for each meeting will not conflict with any other Illinois Committee processes such as: The Illinois Stakeholder Advisory Group and IQ North Advisory Committee Meetings.

Table 1: Advisory Committee South 2018 Illustrative Schedule		
Date	Agenda	Next Steps
February Champaign, IL	<p><u>IQ South Committee Meeting #1</u></p> <ul style="list-style-type: none"> • Topic: Workforce Development and Job Diversity • Ameren Illinois to give overview on their workforce development initiatives. • Facilitators to present the 2019 IQ South plan and objectives. • Facilitated discussions + input from participants 	<p>Facilitators to summarize feedback and action items.</p> <p>Utilities to prepare additional responses to feedback, as needed.</p>
April Champaign, IL	<p><u>IQ South Committee Meeting #2</u></p> <ul style="list-style-type: none"> • Topic: Input on Income Qualified EE Programs • Facilitated discussions + input from participants. • Update on Mobile Homes Inclusion in Ameren Illinois IQ program Portfolio. 	<p>Facilitators to summarize feedback and action items.</p>
May Location: IACA Conference	<p><u>IQ South Committee Meeting #3</u></p> <ul style="list-style-type: none"> • Topic: Leveraging other sources of funding for EE IQ Programs. • Opinion Dynamics will have released their braided funding findings. They will present findings. • Facilitated discussions + input from participants. 	<p>Facilitators to summarize feedback and action items.</p>
June Location: Peoria	<p><u>IQ South Committee Meeting #4</u></p> <ul style="list-style-type: none"> • Ameren IL Progress Updates • Topic: Input on Program Promotion and Education. • Summary of 2019 CBO recruitment and outreach results – mid-year (Facilitation Team). • Facilitated discussions + input from participants. 	<p>Facilitators to summarize feedback and action items.</p> <p>Ameren IL to prepare additional responses to feedback, as needed.</p>

Table 1: Advisory Committee South 2018 Illustrative Schedule		
Date	Agenda	Next Steps
September Location: Springfield	<u>IQ South Committee Meeting #5</u> <ul style="list-style-type: none"> • Topic: Workforce Development and Workforce Diversity. • SEDAC of the University of Illinois- Urbana Champaign presentation on their workforce development research and program. • IL Valley Economic Development Corporation presentation on their workforce development program. • ComEd Presentations on their workforce grantees in IQ South territory. • Presentations by ComEd grantees 	Facilitators to summarize feedback and action items. Facilitators to prepare draft of 2020 Committee IQ South Plan. Facilitators to begin development on 2019 deliverables with inputs from the Committee.
December Teleconference	<u>IQ South Committee Meeting #6</u> <ul style="list-style-type: none"> • Ameren IL to present on key IQ program changes and/or updates for 2020 • 2019 deliverables. • Overview of 2020 IQ South Committee activities. • Facilitation Team to give summary of 2020 CBO recruitment and outreach results. • Opinion Dynamics to present their 2020 plan • End-of-Year Survey results from 2019 + Key Topics for 2020 Additional topics TBD. • Additional topics TBD. • Facilitated discussions + input from participants. 	Facilitators to summarize feedback and action items. Ameren IL to prepare additional responses to feedback, as needed.