

Income Qualified Energy Efficiency Advisory Committee: 2020 Committee Plan – North

Committee Category	Committee Members and/or Participants
Facilitation Team	Theodora Okiro – Facilitator Alberto Rincon – Facilitation Team Annette Beitel – Senior Facilitator Tim Melloch- Facilitation Team
Leadership Team – North	<ul style="list-style-type: none"> • <u>Community Leader</u>¹: Cheryl Johnson, People for Community Recovery • <u>Convening Utility - ComEd</u>: Jean Ascoli, David Hernandez • <u>Nicor Gas</u>: Chris Vaughn, Mike King • <u>Peoples Gas – North Shore Gas</u>: Omayra Garcia, Christina Pagnusat • Others TBD, as invited by ComEd
IQ North Advisory Committee Participants	<ul style="list-style-type: none"> • Representatives of electric and gas utilities • Representatives of 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 (North)</u>: Regular planning meetings will be held monthly (except in August) with the IQ North Leadership Team. With additional meeting scheduled as needed.</p> <p><u>Joint IQ North and South Leadership Team Meetings</u>: There will be regularly scheduled planning meetings with the leadership teams of both IQ North and IQ South. Meetings will be scheduled as needed to discuss joint SAG and joint Committee meetings and other COVID-19 related updates.</p> <p><u>IQ North Advisory Committee Meetings</u>: There will be IQ North meetings scheduled as needed. Due to the COVID-19 pandemic, these meetings will be held via teleconference.</p> <p><u>Joint SAG and Advisory Committee Meetings (North)</u>: Four (4) in-person meetings will be held (starting in May, excluding July, August, September, and December). These meetings will be held in coordination with the Illinois Energy Efficiency Stakeholders Advisory Group (SAG)².</p> <p><u>Joint IQ North and South Committee Meetings</u>: There will be joint IQ North and South meetings, scheduled as needed. Due to the COVID-19 pandemic, these meetings will be held via teleconference.</p>

¹ “Community Leaders” means non-financially interested persons or organizations identified by the Convening Utility who will serve on the Leadership Team. Financially interested persons or organizations are not eligible to serve as Community Leader(s). “Financially interested” means an entity that receives \$25,000 or more per year from contracts to implement Income Qualified energy efficiency programs.

² <https://www.ilsag.info/>. Since 2008, SAG has provided a venue to educate stakeholders on utility energy efficiency offerings, and for Illinois utilities and stakeholders to work together to discuss a variety of policy and technical topics and reach consensus on issues requiring resolution.

	<u>Working Group Meetings</u> : IQ North Working Group meetings have been established for issue-specific topics. There will be three (3) Working Group meetings scheduled. These meetings will be held as teleconferences not to exceed 2 hours in length. The topics may be adjusted as needed.
Deliverable(s)	Topic-specific deliverables are summarized in Section VII
Website	https://iqadvisorycommittee.com/

I. Objectives

Objectives for Advisory Committee North (IQ North) meetings in 2020 include the following:

1. Recruitment and Outreach to CBOs: The IQ facilitator will make recommendations to the leadership team regarding one-on-one CBO outreach including recruitment of new participants. The facilitator will coordinate outreach plans with utilities, and document outreach efforts including when they occur along with a summary of the results. To encourage CBOs to participate in the advisory committee meetings, the facilitator will educate and introduce CBOs to the IQ North Committee and energy efficiency, spotlight their programs at IQ North meetings, encourage participation in 2020 meetings and understand their feedback on IQ programs. Additional attention will be paid to educating new CBOs about the value of IQ EE programs. Please note that outreach to new CBOs has been impacted due to the COVID-19 pandemic.
 - a. Outreach to CAAs: Particular attention will be paid to maximizing the engagement of Community Action Agencies in collaboration with the utilities and utility implementation contractors currently working with the CAAs.
2. Input on Utilities' 2022-2025 Portfolio Planning Cycle (aka Plan 6): Solicit feedback on new Income Qualified ideas, opportunities to better support not-for-profit entities and government agencies that have existing relationships with or experience serving Low-Income communities in the State, and program approaches or IQ program adjustments to be potentially included in the Stakeholder Advisory Group (SAG) planning process for the Plan 6 cycle.
3. Workforce Development, Workforce Diversity and Economic Development Working Group: Continue to respond to feedback from the Committee related to workforce development and workforce diversity through the Energy Efficiency Workforce Development working group to address topics related to workforce and business development locally and where possible in income qualified communities. This will include attending to related topics specifically tied up in utility stipulations, such as establishing metrics for tracking job diversity and best practices in workforce development.
4. Program Feedback Working Group: Continue working group to educate the Committee on IQ programs and solicit feedback on in-home repairs and funding

opportunities to address deferral rates for no cost and low-cost in-home repairs of IQ customers during IQ EE programs; potential funding partners and areas for coordination. Additional discussion may include assessing best practices from other states; identifying how resources can be better integrated into EE programs, such as formalizing referral networks.

II. Outreach to Community-Based Organizations

Conducting outreach to Community-Based Organizations (“CBOs”) will continue to be a priority to ensure the success of the IQ North Committee. The facilitation team developed a long-term outreach plan in 2018 that will be updated and utilized in 2020 to recruit strong participation at the Advisory Committee. The IQ facilitation team will continue to assess opportunities to improve outreach effectiveness and outreach strategy throughout the year and would welcome feedback or suggestions from the leadership team. The facilitation team anticipates meeting with CBOs and CAAs throughout the calendar year, coordinating with the utilities to strengthen relationships with the utilities and bridge gaps, and will routinely share feedback with the IQ North leadership team and the Advisory Committee.

In 2020 the facilitation team will coordinate with the Illinois Association of Community Action Agencies (IACAA) to assess strategies to promote the participation and engagement of CAAs in the IQ North Committee. The facilitation team will also institute a ‘CAA Engagement’³ mobile meeting concept as a component of the CAA outreach activities. With this new outreach activity, the facilitation team will access CAA regions to introduce the Committee and to continue to engage and solicit feedback from CAAs in their communities.

CBOs and CAAs who are considered committee members are offered the opportunity to attend meetings in-person and receive a stipend for active participation. CBOs/CAAs are also welcomed to participate via teleconference and are still eligible for stipends when meeting locations are more than 60 miles from their work site. IQ North facilitators will follow-up individually with these CBOs/CAAs to make sure their input is adequately communicated.

III. Participation

IQ North Committee meetings include those specifically identified in the Future Energy Jobs Act.⁴ Representatives of electric (ComEd) and gas utilities (Nicor Gas, Peoples Gas – North Shore Gas); representatives of 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 North as observers, however there may be meeting topics that will be open only to CBOs and program

³ “CAA Engagement” meetings will be outreach meetings organized for targeted outreach with CAAs. The purpose of these meetings will be to solicit program specific feedback and “bring the Committee to the community.” The meetings will be organized in collaboration with IACAA.

⁴ See 220 ILCS 5/8-103(B)(c).

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 North Committee. Leadership team members are responsible for reviewing and approving agendas; providing input on meeting agendas and Committee deliverables; attending Committee meetings; helping the facilitators select key issues for the Committee to address; 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, researching relevant topics, organizing and presiding over meetings, preparing and circulating meeting notes and trackers 5 business days after meetings, organizing pre-meetings with presenters, soliciting participation at meetings by conducting outreach to CBOs and implementers, updating the tracking document with feedback from meetings, identifying open issues and action items and working with participants to prepare responses to follow-up and action items. All follow-up documents are posted on the website. In 2020, the leadership team will continue to implement an effective procedural system for closing out outstanding issues and feedback in the tracking document. Additional facilitation team tasks include: conducting outreach to CBOs, conducting research to support topic-specific issues that are addressed by or raised in IQ North meetings or working groups as needed, tracking and coordinating with other related Income Qualified efforts, and producing reports summarizing activities and accomplishments of IQ North Committee and individual working groups.

The facilitation team will circulate an end-of-year survey to assess the Committee’s feedback on 2020 activities. The facilitation team will also consider utilizing surveys throughout the year to assess Committee feedback on future topics. Surveys may also be circulated to Working Group participants to determine feedback on discussion topics and working group structure.

V. Utility Roles in Advisory Committee North

To ensure that outstanding feedback items are “closed-out” in a timely manner and meeting materials appropriately reflect utility input, the IQ North utilities will assist the facilitation team in the following manner:

- **Respond to all prior tracker** (from 2018-2019) comments by end of March 2020 by utilizing SMART⁵ principles.
- **Respond to future tracker items** within 10 business days of circulation.
- **Review materials** provided by facilitation team; comment within 10 business days.
- **Prepare and send** presentation decks five business days ahead of upcoming meetings.

⁵ i.e. Specific, Measurable, Achievable, Relevant and Time-based.

- **Return meeting materials** seven business days ahead of time.
- Work with facilitators to **prepare responses to follow-up items** as needed.

VI. Advisory Committee North - Principles for Promoting an Inclusive Environment

The IQ North Committee is committed to ensuring that every IQ North meeting promotes an inclusive environment for all attendees (particularly CBOs and CAAs). It is vital for Committee participants to feel comfortable to openly and honestly share their feedback and input. Promoting this cohesive meeting environment will require continued commitment and common understanding from all participants. As a result, the facilitation team has created guidelines for promoting this inclusivity:

1. Be Mindful

Each Committee meeting includes stakeholders from diverse backgrounds and experiences. It is important to recognize this diversity and accordingly use non-offensive language.

2. Listen then Respond

Anytime a Committee participant is conveying their feedback, ideas, or complaint, it is important to first listen and process their input before responding.

3. Validate and Affirm Input

Every input shared by a Committee member is valid and deserving of credibility. It is important not to

discredit their input based on our differing experiences.

4. Promote Honest and Open Dialogue

Committee members should be open to different perspectives. Each Committee participant should be encouraged and allowed the opportunity to sincerely express themselves on pertinent topics.

5. Commitment to Cooperation

The Committee process is collaborative. While there may be differing opinions on the best ways to promote the Committee objectives, it is important to maintain a sense of solidarity when working together.

VII. Advisory Committee North 2020 Deliverables

Advisory Committee North deliverables for 2020 are described in Table 1 below. Additional tasks may be identified and will be addressed as time and resources permit.

Table 1: Advisory Committee North 2020 Deliverables		
Topic	Deliverable	Due Date
1. Recruitment and Outreach to CBOs (and CAAs)	IQ Facilitators to summarize CBO Feedback	Ongoing. IQ Facilitators will continue to summarize CBO outreach feedback to Committee and Leadership Team.
	IQ Facilitators to prepare memo on the “State of IQ Communities”	Draft will be circulated prior to May 13 th meeting.
2. Input on 2022-2025 Utilities’ Portfolio Cycle	IQ Facilitators to compile CBO committee member feedback and ideas for planning process	IQ Facilitators to present Committee feedback to SAG Facilitator (after ideas are shared at May IQ North meeting)
3. Program Feedback Working Group	IQ Facilitators to prepare End of Year report summarizing 2020 Program Feedback on in-home repairs and funding opportunities to address deferral rates of IQ customers during IQ EE programs, potential funding partners and areas for coordination.	Draft will be circulated by October 15 th , 2020 for comments.
	Additional Deliverables as needed	
4. Workforce Development, Economic Development and Workforce Diversity Working Group	IQ Facilitators to prepare End of Year report summarizing 2020 Workforce Development and Workforce Diversity, recommendations, activities and accomplishments from working group meetings	Draft will be circulated by November 15 th , 2020 for comments.
	IQ Facilitators to prepare Recommendations on Promoting Supplier Diversity	
5. Committee Survey	End-of-year survey of all Committee participants	TBD
6. 2021 Committee Plan	IQ Facilitators to prepare 2021 Committee Plan summarizing objectives, deliverables, tentative meeting dates for 2021 IQ North Committee meetings	Draft will be submitted to the Leadership Team on or before November 15 th final draft will be submitted on or before December 15 th

VIII. Coordination with the Illinois Stakeholder Advisory Group (SAG)

Since 2008, the Illinois Energy Efficiency Stakeholder Advisory Group (“SAG”) has provided a venue to educate stakeholders on utility energy efficiency offerings, and for Illinois utilities and stakeholders to work together to discuss a variety of policy and technical topics and reach consensus on issues requiring resolution.

In 2020, SAG will begin the Portfolio Planning Process Project Plan to reach consensus on Illinois utility EE Plans for 2022-2025 for Ameren Illinois, ComEd, Nicor Gas, Peoples Gas & North Shore Gas, prior to utilities filing Plans with the Commission for approval on or before March 1, 2021.

The facilitators will work with the SAG Facilitator⁶ to hold joint IQ North and SAG meetings. The joint meetings are to ensure there is coordination with the community-based organizations of the Advisory Committee North and participants on the SAG Portfolio Planning Process. The importance of this coordination is to ensure that community-based organizations and other stakeholders of the Advisory Committee North that do not traditionally engage within the SAG process have an opportunity to provide feedback on income qualified / income eligible programs and ideas for the utilities to consider in developing the 2022-2025 EE Plans.

Stakeholders will be expected to provide their program and portfolio feedback through the SAG process. The IQ North committee will continue to track feedback and recommendations from CBOs.

IX. COVID-19 Pandemic Impacts to Committee Objectives

The health, safety, and well-being of Committee participants is the highest priority of the facilitation team and IQ North Leadership team. Due to the ongoing disruptions resulting from the COVID-19 pandemic, the IQ North Facilitation team, in coordination with the IQ North Leadership Team, has adjusted 2020 objectives in the following ways:

- Until further notice, all IQ North meetings (Leadership team meetings, joint SAG and IQ South meetings, working group meetings) will be held virtually via teleconference.
- Outreach meetings to CBOs will be held via email or phone correspondences.
 - Outreach meetings to new CBOs will be suspended until approved by the Leadership team and the facilitation team can establish relationships in person.
- Working Group meetings will be readjusted.
 - The Program Feedback Working Group Meeting will be postponed until later in the year.
 - The May 18th Workforce Development Working Group Meeting has been cancelled. The July 20th and September 21st meetings will be held as planned.
- There will be jointly held IQ North and IQ South Advisory meetings to coordinate resources and messaging behind COVID-19 impacts.

The facilitation team will continue to follow CDC and public health guidelines with respects to planning meetings and other Committee objectives.

X. Schedule for Advisory Committee North Meetings

Table 2 below summarizes the Advisory Committee North schedule for 2020. The IQ North Advisory Committee will meet seven (7) times in 2020. The schedule has been adjusted in

⁶ The SAG is independently facilitated by Celia Johnson, Celia Johnson Consulting

response to the COVID-19 in-person meeting restrictions. There will be a teleconference meeting to close-out 2019 items. Four (4) in-person meetings will be jointly held with SAG meetings. The IQ North Committee will also schedule joint meetings with IQ South as needed. The Advisory Committee meeting dates have been scheduled in coordination with the SAG’s 2020 Portfolio Planning Process Activities and SAG 2020 large- groups meetings. The IQ Facilitators have coordinated with the SAG Facilitator to finalize these dates. The meetings are color coded according to meeting frequency.

Prior to each Advisory Committee meeting, the IQ facilitation team will meet with the leadership team. The Leadership Team meetings typically occur on the first Monday of each month (unless it coincides with a holiday). These meeting dates are reflected in the schedule below. The Leadership Team meetings will be convened to discuss the meeting agenda, location and other preparatory deliverables for the upcoming meeting. There will be no Leadership Team meetings in August since there will be no large-group meetings in that month. The facilitators will circulate an agenda approximately one week to two weeks in advance of each advisory meeting and circulate meeting notes 5 business days following the meetings to the Committee and Leadership Team for comment. For meetings where utilities will be presenting, the meeting agendas will be sent 15 days ahead of the meeting to the utilities. The facilitation team will also conduct targeted outreach to CBOs and CAAs to attend and/or give input on the meeting’s topics.

- The schedule also features the approximate meeting dates for the two (2) working groups. The COVID-19 pandemic has impacted the working group meeting dates in the following ways: The Program Feedback working group meeting has been postponed to later in the year. The May 18th Workforce Development Working Group Meeting has been cancelled. The July 20th and September 21st meetings will be held as planned.

The working groups will meet via teleconference and will be led by the facilitation team. This meeting structure is subject to change as needed, depending on feedback from working groups participants. Additional working group meetings may be scheduled as needed.⁷

Table 2: Advisory Committee North 2020 Schedule		
Date	Topic(s)	Next Steps
Monday January 6th, 2020 Location: Teleconference	IQ North Leadership Team Meeting <ul style="list-style-type: none"> • Discuss 2020 Committee Draft Plan • Discuss IQ North End of Year 2019 Activities 	IQ Facilitators to summarize feedback and action items
Monday February 3rd, 2020 Location: Teleconference	IQ North Leadership Team Meeting <ul style="list-style-type: none"> • Finalize 2020 Committee Plan • Discuss 2019 End of Year Survey Responses • Discuss 2020 CBO Outreach Plan and Updates • Discuss Feb 19th Kick-off Meeting • Discuss any related items/deliverables 	IQ Facilitators to summarize feedback and action items

⁷ Please note that dates are fixed but agenda items/presenters are subject to change with prior approval by the Leadership Team.

Table 2: Advisory Committee North 2020 Schedule		
Date	Topic(s)	Next Steps
Tuesday, February 11th, 2020 Location: ComEd Energy Solutions Center Time: 1:00pm – 3:00pm	IQ North Leadership Team Meeting <ul style="list-style-type: none"> • Introductions with roles and responsibilities • IQ North 2020 Plan – Seeking confirmation and agreement on objectives • IQ North 2020 Schedule • IQ North Facilitator Role 	IQ Facilitators to update 2020 Plan and schedule according to meeting outcome, Leadership Team to provide confirmation/approval
Monday, February 17th, 2020	Final 2020 IQ North Plan Due to Utilities	
Monday March 2nd, 2020 Location: In Person	IQ North Leadership Team Meeting <ul style="list-style-type: none"> • Discuss March 3rd Meeting Agenda • Discuss March 31st Meeting Agenda • Discuss any related items/deliverables/CBO feedback as needed 	IQ Facilitators to summarize feedback and action items, Leadership Team to provide confirmation/approval
Tuesday, March 3rd, 2020 Location: Teleconference Time: 10:00am – 12:00pm	IQ North Advisory Committee Meeting – Kickoff <ul style="list-style-type: none"> • ComEd and Peoples Gas-North Shore Gas responses to ideas raised in 2019 IQ North Memo and Committee Feedback Tracker • Present 2020 Committee Plan 	IQ Facilitators to summarize feedback and action items, circulate meeting notes and tracker IQ Facilitators to update 2019 Committee Memos with IQ North Additional Responses Leadership Team to provide any requested follow-up items
Tuesday, March 31st, 2020 Location: Teleconference Time: 12:00pm - 2:00pm	Joint IQ North and South Leadership Team Meeting <ul style="list-style-type: none"> • Discuss shift in priorities and objectives due to COVID-19 pandemic <ul style="list-style-type: none"> ○ Next 6 months of IQ meetings ○ Consolidating IQ North and South meetings ○ Role of CBOs/CAAs • Discuss April 9th joint IQ North and South joint meeting agenda <ul style="list-style-type: none"> ○ CBO/CAA Ideas template • Discuss April 14th joint IQ North and South meeting agenda • Discuss workforce development working group meetings 	IQ Facilitators to summarize feedback and action items Leadership Team to provide confirmation/approval

Table 2: Advisory Committee North 2020 Schedule

Date	Topic(s)	Next Steps
<p>Monday April 6th, 2020 Location: Teleconference Time: 10:00am-11:00am</p>	<p>IQ North Leadership Team Meeting</p> <ul style="list-style-type: none"> • Status of IQ North Working Groups <ul style="list-style-type: none"> ○ Program Feedback Working Group (April 20th Meeting) ○ Workforce Development Working Group • 4/14 Joint IQ North and South Meeting Agenda • Status of IQ North LT calls • Discuss May 13th Joint Meeting Agenda • Discuss any related items/deliverables/CBO feedback as needed 	<p>IQ Facilitators to summarize feedback and action items</p> <p>Leadership Team to provide confirmation/approval</p>
<p>Thursday, April 9th, 2020 Location: Teleconference Time: 1:00pm – 2:00pm</p>	<p>Joint IQ North and South Committee Meeting</p> <ul style="list-style-type: none"> • SAG Facilitator to introduce planning process <ul style="list-style-type: none"> ○ Overview on SAG ○ Overview on Ideas Submission Template 	<p>IQ Facilitators to summarize feedback and action items, circulate meeting notes and tracker</p> <p>IQ Facilitators to work with Committee participants and CBO members to compile IQ feedback and ideas</p>
<p>Tuesday, April 14th, 2020 Teleconference Time: 2:30pm – 4:30pm</p>	<p>Joint IQ North and South Committee Meeting</p> <ul style="list-style-type: none"> • Additional discussion on SAG Planning Process • COVID-19 Impacts on Energy Efficiency (EE) IQ Programs <ul style="list-style-type: none"> ○ Overview of impacts to current EE IQ programs as a result of COVID-19 pandemic: ○ Presentations from Ameren Illinois, ComEd, Nicor Gas, and Peoples Gas/North Shore Gas 	<p>IQ Facilitators to summarize feedback and action items, circulate meeting notes and tracker</p> <p>IQ Facilitators to work with Committee participants and CBO members to compile IQ feedback and ideas</p>
<p>TBD Postponed to later date due to COVID Location: Teleconference Time: 10:00am – 12:00pm</p>	<p>Program Feedback Working Group Meeting</p> <ul style="list-style-type: none"> • Topic: <u>Addressing In-Home Repairs/Health and Safety</u> • Rebuilding Together and CEDA to present on their referral network. • ComEd to provide update on Health and Safety Funding research 	<p>IQ Facilitators to summarize feedback and action items, circulate meeting notes and tracker</p>
<p>Monday May 4th, 2020 Location: Teleconference</p>	<p>IQ North Leadership Team Meeting</p> <ul style="list-style-type: none"> • Discuss May 13th Joint Meeting Agenda • Review “closed-out” Committee tracker • Discuss updated 2020 Committee Plan 	<p>IQ Facilitators to summarize feedback and action items, Leadership Team to provide confirmation/approval</p>

Table 2: Advisory Committee North 2020 Schedule		
Date	Topic(s)	Next Steps
Time: 10:00am-11:00am	<ul style="list-style-type: none"> Discuss any related items/deliverables/CBO feedback as needed 	
Wednesday, May 6th, 2020 Location: Teleconference Time: 12:00pm-2:00pm	Joint IQ North and South Leadership Team Meeting <ul style="list-style-type: none"> Discuss May 13th meeting agenda <ul style="list-style-type: none"> Discuss submitted EE ideas from IQ EE Advisory Committee participants Discuss IQ website 	IQ Facilitators to summarize feedback and action items, Leadership Team to provide confirmation/approval
Wednesday, May 13th, 2020 Location: Teleconference Time: 10:30am–4:00pm	Joint SAG and IQ North Advisory Committee Meeting <ul style="list-style-type: none"> Topic: <u>Input on Utilities’ 2022-2025 Portfolio Cycle</u> CBOs/CAAs, SAG stakeholders and implementation contractors present their ideas and recommendations on the IQ 2022 – 2025 IQ portfolio and programs 	IQ Facilitators to summarize feedback and action items from CBOs/CAAs, circulate meeting notes and tracker SAG Facilitator will separately track recommendations from Stakeholders and ICs.
Monday, June 1st, 2020 Location: Teleconference Time: 10:00am-11:00am	IQ North Leadership Team Meeting <ul style="list-style-type: none"> Discuss June 17th Joint Meeting Agenda Confirm and Discuss July 15th Meeting Agenda Discuss any related items/deliverables/CBO feedback as needed 	IQ Facilitators to summarize feedback and action items, Leadership Team to provide confirmation/approval
Wednesday, June 10th Location: Teleconference Time: 12:00pm-2:00pm	Joint IQ North and South Leadership Team Meeting <ul style="list-style-type: none"> Discuss June 17th meeting agenda Discuss other statewide issues and updates as they pertain to ongoing COVID impacts on IQ programs 	IQ Facilitators to summarize feedback and action items, Leadership Team to provide confirmation/approval
Tuesday, June 17th, 2020 Location: Teleconference Time: 10:30am – 4:00pm	Joint SAG and IQ North Advisory Committee Meeting <ul style="list-style-type: none"> Topic: <u>Utilities’ Provide Initial Responses to CBO/CAA, SAG Stakeholder and Implementation Contractor IQ Ideas Presented on May 13th on 2022-2025 Portfolio Cycle</u> 	IQ Facilitators to summarize feedback and action items from CBOs/CAAs, circulate meeting notes and tracker SAG Facilitator will separately track recommendations from Stakeholders and ICs. IQ Facilitators to conduct mid-year survey of CBOs and CAAs
Monday July 13th, 2020	IQ North Leadership Team Meeting	IQ Facilitators to provide schedule update for Sept-

Table 2: Advisory Committee North 2020 Schedule

Date	Topic(s)	Next Steps
<p>Location: Teleconference</p> <p>Time: 10:00am – 12:00pm</p>	<ul style="list-style-type: none"> • Discuss outcome of first half year of IQ North meetings • Results of Mid-year CBO and CAA survey • Review and update Sept-Dec schedule • Confirm July 20th Workforce Development Working Group Agenda • Discuss any related items/deliverables /CBO feedback as needed 	<p>Dec as necessary; and summarize other feedback and action items, Leadership Team to provide confirmation/approval</p>
<p>Wednesday, July 15th, 2020</p> <p>Location: Teleconference</p> <p>Time: 10:00am – 2:00pm</p>	<p>IQ North Advisory Committee Meeting</p> <ul style="list-style-type: none"> • Topic: <u>Workforce Development, Economic Development and Fostering Diversity</u> • Recap of current and planned <i>Utility Energy Efficiency Workforce Initiatives</i> <ul style="list-style-type: none"> ○ ComEd EE Diverse Incubator Program and Collaboration with ComEd CONSTRUCT program ○ Gas utility updates on workforce development related initiatives (e.g. Urban Efficiency) 	<p>IQ Facilitators to summarize feedback and action items, circulate meeting notes and tracker</p>
<p>Monday July 20th, 2020</p> <p>Location: Teleconference</p> <p>Time: 10:00am – 12:00pm</p>	<p>Workforce Development Working Group Meeting #2</p> <ul style="list-style-type: none"> • Topic: <u>Reporting Metrics and Best Practices and Methodology for Tracking WF Programs</u> • Facilitation team and SEDAC to summarize best practices research; and updated research on disaster/crisis response during workforce development programs. • Discuss metrics to report supplier and workforce diversity and EE job growth in IQ communities. 	<p>IQ Facilitators to summarize feedback and action items, circulate meeting notes and tracker</p>
<p>Monday September 14th, 2020</p> <p>Location: In Person</p>	<p>IQ North Leadership Team Meeting</p> <ul style="list-style-type: none"> • Confirm September 21st Workforce Development Working Group Agenda • Discuss October 5th Joint Meeting Agenda • Discuss any related items/deliverables /CBO feedback as needed 	<p>IQ Facilitators to summarize feedback and action items, Leadership Team to provide confirmation/approval</p>
<p>Monday, September 21st, 2020</p> <p>Location: Teleconference</p> <p>Time: 10:00am – 12:00pm</p>	<p>Workforce Development Working Group Meeting #3</p> <ul style="list-style-type: none"> • Topic: <u>Workforce Diversity</u> • Utilities to share tracking of diversity spend within the portfolios, highlighting key metrics • Committee members provide feedback on effective metrics to track progress on workforce development, economic development through EE in underserved communities and diversity 	<p>IQ Facilitators to summarize feedback and action items, circulate meeting notes and tracker</p>
<p>Monday, October 5th, 2020</p> <p>Location: In Person</p>	<p>IQ North Leadership Team Meeting</p> <ul style="list-style-type: none"> • Discuss October 14th Joint Meeting Agenda • Tee-up 2021 Committee Plan for discussion 	<p>IQ Facilitators to summarize feedback and action items, Leadership</p>

Table 2: Advisory Committee North 2020 Schedule		
Date	Topic(s)	Next Steps
	<ul style="list-style-type: none"> • Discuss November 5th Joint Meeting Agenda • Discuss any related items/deliverables /CBO feedback as needed 	Team to provide confirmation/approval
Wednesday, October 14th, 2020 Location: TBD Time: 1:00pm – 4:00pm	Joint SAG and IQ North Advisory Committee Meeting <ul style="list-style-type: none"> • Topic: <u>Utility presentation on draft 2022-2025 IQ Portfolio Cycle and IQ Programs</u> • Utilities present draft EE Plan portfolios (with draft IQ programs) for feedback <ul style="list-style-type: none"> ○ CBOs/CAAs provide initial feedback on Utility proposed IQ programs for next portfolio cycle ○ Stakeholders and implementation contractors will then provide initial feedback on utility IQ portfolio and program design ○ Small-group discussions on IQ portfolio and program feedback and ideas. 	IQ Facilitators to summarize feedback and action items from CBOs/CAAs circulate meeting notes and tracker SAG Facilitator will separately track recommendations from Stakeholders and ICs.
Monday, November 2nd, 2020 Location: In Person	IQ North Leadership Team Meeting <ul style="list-style-type: none"> • Discuss 2021 IQ North Plan/Schedule 	IQ Facilitators to summarize feedback and action items
Thursday, November 5th, 2020 Location: TBD Time: 1:00pm – 4:00pm	Joint SAG and IQ North Advisory Committee Meeting <ul style="list-style-type: none"> • Topic: <u>Input on Utilities’ 2022-2025 Portfolio Cycle</u> • Joint Feedback from all interested entities on Utility draft IQ EE Plan portfolios and programs <ul style="list-style-type: none"> ○ CBOs/CAAs provide additional feedback on Utility proposed IQ programs for next portfolio cycle ○ Stakeholders and implementation contractors will then provide initial feedback on utility IQ portfolio and program design ○ Small-group discussions on IQ portfolio and program feedback and ideas. 	IQ Facilitators to summarize feedback and action items from CBOs/CAAs circulate meeting notes and tracker SAG Facilitator will separately track recommendations from Stakeholders and ICs.
Sunday, November 15th, 2020	<ul style="list-style-type: none"> • Draft 2021 IQ North Plan/ Schedule Due to Utilities • Draft End of Year 2020 Report Due to Utilities 	IQ Facilitators to update draft plan with Utility feedback as needed
Wednesday, November 18th, 2020 Location: In Person	IQ North Leadership Team Meeting <ul style="list-style-type: none"> • Discuss Draft 2021 IQ North Plan/Schedule • Additional updates as needed 	IQ Facilitators to update draft plan with Utility feedback as needed
Monday, December 7th, 2020	IQ North Leadership Team Meeting <ul style="list-style-type: none"> • Discuss Draft 2021 IQ North Plan/Schedule 	IQ Facilitators to summarize feedback and

Table 2: Advisory Committee North 2020 Schedule

Date	Topic(s)	Next Steps
Location: In Person		action items, Leadership Team to provide confirmation/approval
Tuesday, December 15th, 2020	<ul style="list-style-type: none">• Final 2021 IQ North Plan/ Schedule Due to Utilities• Final 2020 Report Due to Utilities	IQ Facilitators to update plan with Utility feedback as needed; circulate if ready