

CAEECC Membership: Criteria and Process

August 2, 2018

Criteria:

For the Member Organization

- Organizations with substantial demonstrated interest and qualifications on energy efficiency in California

For the individual lead Member and any alternate Proxy from the Member Organization

- A detailed understanding of and working familiarity with CA's EE policies including its cost-effectiveness framework
- Agreement to abide by all the CAEECC roles and responsibilities for Members and by the CAEECC [groundrules](#)
 - Ability to attend all Full CAEECC Meetings (in person) [Note: Can send proxy from organization on occasion in Member can not attend]; and willingness to attend CAEECC Working Groups and Ad Hoc Workshops on topics of interest to your organization

Process:

1. CAEECC Facilitator annually checks with then current individual lead Members as to whether they wish to discontinue their participation in the CAEECC (i.e., an opt out process), and if so whether they are proposing that someone else from their organization will take their place
2. CAEECC Facilitator posts criteria on CAEECC for CAEECC membership and the CAEECC Member selection process
3. CAEECC Facilitator periodically notifies interested stakeholders when there are openings in the CAEECC (by informing CAEECC Members posting on website, and potentially notifying the CAEECC list serve)
4. Interested potential Members will be required to submit a short application to the CAEECC Facilitator, including the following:
 - a. Name of proposed Member organization including names and titles of the lead Member and any alternate Proxy
 - b. Briefly explain how your organization and proposed lead Member and any alternate Proxy satisfy all of the criteria described above (interest, qualifications, knowledge of CAA EE policy and cost-effectiveness framework, and ability to abide by all the CAEECC roles and responsibilities and groundrules)
5. In assessing whether to accept a new Member, CAEECC Members should consider the following factors: A) how well the Member meets all of the Membership criteria outlined above; B) overall size of the CAEECC (e.g., in the 20-25 Member range); and C) the composition of the CAEECC as a whole, (i.e., so that there's reasonable balance among the different stakeholder interests and that there's not redundancy of interests among Members)
6. CAEECC Facilitator compiles applications and annually circulates application letters to Full CAEECC for their consideration (either at a regularly-scheduled CAEECC meeting or some other process agreed to by the CAEECC), a long

with an initial proposal based on the criteria above for Member discussion and approval

7. After discussion by the CAEECC, facilitator will attempt to get a consensus of the Members present within the allotted time on the disposition of each new Member application (defined as unanimity). If there is no consensus of the Members present, then the CAEECC will vote on each new Member application—and a minimum of $\frac{3}{4}$ of the total Membership are needed to approve the new Member [Note this #7 was added after discussion and agreement from Members present at the 8/2/18 meeting]