DRAFT FOR REVIEW/COMMENT AND INPUT

California Technical Forum ("Cal TF") Business Plan (2014)

Vision and Mission

The Technical Forum (TF) is a collaborative of technical experts who use independent professional judgment and a transparent, unbiased, technically rigorous process to develop and/or review energy measure parameters and other technical information related to the California energy efficiency portfolio, whose work is guided by efficiency experts on the Policy Advisory Committee (PAC), collectively referred to as the Cal TF.

2014 Draft Business Plan			
Goals	**Metrics**	**Tactics (ED /IOU)**	**Tactics (Cal TF)**

1. Cal TF Launch	PAC First Meeting (Organizing) (December 2013)
	
	Cal TF formally convened (January 2014)
	
	PAC Approves Originating Documents and 2014 Business Plan (February 2014)
	
	PAC and TF Chairs Approved (January 2014)
	
	PAC approves RFQ for TF Members (February 2014)
	
	TF Member RFQ released (February 2014)
	TF Members
		1. ED approves Cal TF structure, scope.
		
		2. ED authorizes Cal TF funding from IOUs.
			1. PAC officially meet and adopt documents needed for operation, including:
			   a. Charter
			   b. Bylaws
			   c. Conflicts of Interest Policy
			   d. Code of Conduct/Code of Independence.
			2. PAC members approve PAC and TF Chair
			3. PAC approves TF Member RFQ.
			4. PAC reviews and comments on 2014 Cal TF Business Plan.
			5. TF Chair releases TF Member RFQ .
			6. PAC reviews/approves TF Members (April 2014).
			7. PAC and TF Chair work with PAC to develop:
			   a. Cal TF proposal to file in the OIR describing how the Cal TF fits into the OIR and "Rolling Cycle", and
			   b. Cal TF proposal for Phase 2 of OIR

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	Selected/Approved (April 2014) PAC Prepares Cal TF Proposal for Phase 2 of the OIR (May 2014). TF Kick-Off Meeting (May 2014)		
2. **Review and Approve Select Work Papers (WP):** Develop and/or Review select Workpapers for new Measures	Workpapers developed and/or reviewed by TF Members through consensus decision-making.	1. Commission staff- IOUs determine how many new IOU Measures will be submitted to TF and in what time frame. 2. WP Template: Commission staff – IOUs agree on common template for WP. 3. WP Checklist: Commission staff - IOUs agree on checklist for what IOU WP must include. 4. DEER Guidelines: Commission staff Consultants develop and provide DEER Guidelines to IOUs and TF. 5. IOUs submit TF-developed and/or reviewed WP to	1. TF Chair solicits new Measure recommendations from TF Members, POUs, others. 2. TF reviews DEER checklist, DEER Guidelines, compares to other ex ante guidelines and standards, such as NW RTF and NREL Uniform Standards Guidelines, and develops guidelines for new measures. 3. TF develops and/or reviews submitted WP abstract and draft WP using agreed-upon template, consistent with DEER methods, policies, checklist and guidelines, where applicable. 4. After reasonable period of time for TF to discuss new measure and measure parameters, TF Chair ensures Comparison Exhibit prepared for non-consensus items. 5. Measure, measure parameters, underlying support,

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		Commission staff.
		6. Commission staff either:
		   a. Approves TF recommendation or
		   b. Rejects with Disposition.
		7. IOU or other stakeholder elects whether to invoke dispute resolution process for additional CPUC WP review.
			Comparison Exhibit for non-consensus items, and decisions leading up to EE Technical Collaborative approval of Measure parameters posted on Cal TF website.

3. **POU Goals**		1.	1. [POU Input Needed]
4. **Develop Cal TF Website to Post Cal TF Work Product and Other Relevant Documents.**	Cal TF Website operational by March 2014. Cal TF Work Product posted on website. Other material, as appropriate, posted on Cal TF website.	2. Commission staff maintains and updates DEER.	2. With input from PAC and TF, TF Chair ensures development of specification for usable and useful Cal TF website structure. 3. TF Chair presents proposed Cal TF website structure to PAC for approval. 4. TF Chair seeks input from PAC and TF Members on other material that should be included in the Cal TF website (for example, POU-developed TRM). 5. TF Chair hires web master to develop and launch website on commonly-available platform for maintenance by TF Chair and TF Staff. 6. TF Chair ensures that website is launched by March 2014 that is repository for all Cal TF work product and other material approved by PAC or TF, including workpapers, meeting minutes, calendar.

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			7. Prior to posting non-Cal TF material, TF Chair ensures that permission is secured from owner of the material to post it on the Cal TF website.
5. **Cal TF – One Year Review**	Cal TF Achieves Measures in approved Cal TF 2014 Business Plan First Year Report completed submitted to PAC (April 2015) "Future Cal TF Vision" document approved by PAC (initial – May 2014; final – prior to Phase 2 of Cal TF)	1. Commission staff provides input on value of Cal TF, areas where Cal TF is not working well, suggestions for improvement.	1. TF Chair/Staff solicits feedback from PAC and TF Members on value of Cal TF, areas where Cal TF is not working well. 2. TF Chair prepares first year report containing results compared to 2014 Business Plan metrics, financials, assessment of Cal TF, including how it has worked well and how it can improve. 3. PAC works with TF Chair to develop future vision for Cal TF, including phases, metrics to assess whether should move forward to new phases, and timing of new phases.