

EPS – Working Group 4 Final Report Preparation Deadlines

- Submit comments to individual authors **by Monday, 11/19/07**. *This is your last opportunity to submit new information that you want to see incorporated into the final report.*
- Individual authors submit *clean versions* to Sig Peplowski and Dana Levy **by c.o.b. on Tuesday, 11/20/07**.
- Draft of final document to be circulated **by noon on Tuesday, 11/27/07**. This will be a single document covering all four pieces of the report: Brief Overview of Working Group 4's Charge, Emerging Technologies, Demand Response/Peak Load Reduction, and Transmission and Distribution Efficiencies.
- Read the report before the last WG4 meeting on November 29. If you will not be able to attend the 11/29 meeting, *submit written comments by noon on Tuesday, 11/28/07*. All others be ready to discuss comments at WG4 meeting on 11/29. The entire meeting on 11/29 will be devoted to discussing the final report.
- The final report, including an Executive Summary, will be submitted, as per the deadline established by Judge Stein, **on Wednesday, 12/5/07**. Please note: the Executive Summary will be prepared by taking information from each of the four report sections.

Final Report Assignments

The report needs to be concise. Use appendices to include information that is not critical to understanding what hurdles, options to address hurdles, and final recommendations. Use footnotes to cite references, rather than include them in the body of the report.

Follow the report framework: background/context (brief), framework for discussion of hurdles and ways to address them, and recommendations/forecasted benefits. If you are including information that does not lead to a recommendation, consider putting that information into an appendix.

The report will include “majority” and “minority” views. Part of the discussion on 11/29 will be to determine where there is consensus and where there are majority and minority perspectives.

- Glossary of terms: **Pete Sheehan and Catherine McDonough**
- Coordination between WG3 and WG4 on incorporating T&D efficiency measures into WG3 recommendations: **Randy Bowers and Aaron Breidenbaugh**
- Helping to put together the final document: **Chris Smith, Dana Levy, and Sig Peplowski**
- All comments on appliance standards should be sent to **Chris Holmes and Ed Gray**

- Information on access to meter data should be sent to **Scott DeBroff, Nick Planson, and Donna Pratt**
- **Tim Roughan** will contact John Little at LIPA to get information on LIPAs DR programs
- **Andy Riebel** will write a piece on gas DR programs
- **Nick Planson and Donna Pratt** will write recommendations on continued and increased deployment of current DR programs
- The section called “Long term Contracts” is now called “Price Security” and will be written by **Nick Planson, Marie Pieniazek, and Chris Smith**. Another perspective will be supplied by **Tim Roughan**.
- **Chris Smith** will provide comments on deployment of non-generation DR resources for emissions reduction on high ozone days.
- **Chris Smith and Tim Roughan** will provide comments on white tag recommendations under section in integrating DR and EE, and will send them to Nick Planson.
- **Aaron Breidenbaugh and Chris Smith** will write up a piece on landlord/tenant and third person property management.
- Everybody should send input/comments on the emerging technologies piece, especially on hurdles and recommendations, to **Dana Levy**.