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June 25, 2024

Dear Interested Party,

The Northwest Power and Conservation Council (Council) is soliciting applications for appointment to its Regional Technical Forum to serve three-year terms beginning January 2025 and running through December 2027.

The Regional Technical Forum (RTF) was established in 1999. Its function is to advise the Council, the Bonneville Power Administration, the region's utilities, and other organizations—such as the Northwest Energy Efficiency Alliance and the Energy Trust of Oregon—on technical matters related to energy efficiency and demand response development.

Per its charter, the RTF develops and maintains an extensive online library of electric and gas energy efficiency measure savings and costs, has established a process for updating these measures including an appeals process for demonstrating different values, and has developed a set of protocols by which savings and system value should be estimated. After a recent expansion of the charter, RTF work now also includes analysis of demand response technologies. The RTF serves as a technical advisory committee to the Council, and often assists Council staff in assessing measures, technology development trends, and effects of trends on future performance and availability of resources. The RTF also conducts an annual survey of the region's efficiency programs to assess regional progress on energy efficiency.

The RTF has an explicitly technical focus and is interested in members with expertise and experience in the areas of economic, statistical, and engineering analysis, as well as the planning, implementation, and evaluation of energy efficiency and demand response programs. The RTF reviews and provides comments on analyses and other materials prepared by the Council staff, RTF contractors, and other regional stakeholders. Interested parties might wish to visit the RTF's website to view past meeting agendas, materials, and work products to gain a more in-depth view of the topics it addresses.¹

The RTF meets 12 times annually. Meetings will be a mix of in person and virtual. In person meetings last most of the day, and virtual meetings may be split over two half days. All meetings

¹ See <https://rtf.nwcouncil.org/>

will require some preparation time to review materials prepared by the analyst team. In addition to meetings, members are also encouraged to participate in topic or measure specific subcommittees, which the RTF relies on to assist in its reviews. Members can be reimbursed for their travel and a limited number of RTF members can be compensated for the time they are engaged in RTF work if their employer does not otherwise reimburse them. The Council will appoint between 20 to 30 members who fulfill the above described criterion and are suited to help the RTF fulfil its mission.

Qualified and interested individuals who are willing to commit the necessary time should submit letters of interest, as well as a resume indicating their areas of technical expertise and experience. All current members of the RTF will be considered for re-appointment but are required to submit letters of interest and a current resume. Please also indicate if you would need to be compensated for your time or travel.

The Council is aware that all those who might wish to participate in the work of the RTF may not be able to do so. It is also aware that some individuals are interested in only limited topic areas. Therefore, the Council is requesting that individuals indicate whether they would be interested in serving as “corresponding members.” These persons will be placed on an electronic mailing list to receive RTF meeting agendas, working papers, and meeting minutes. While “corresponding members” are encouraged to participate in RTF meetings, serve on subcommittees, and provide written comments and suggestions on issues it considers, they will not have a vote, nor be compensated for their travel or time.

Please address any questions you may have to Laura Thomas, RTF Manager (contact information below).

Please send letters of interest and resumes by August 2 to:

Laura Thomas

Northwest Power and Conservation Council

Email: lthomas@nwcouncil.org

Ph (503) 820-2303

Applicants selected to serve on the RTF will be notified by the end of October. The first RTF meeting for new appointees will be scheduled for mid to late January 2025.

Sincerely,



Jennifer Light, Chair, Regional Technical Forum
Director of Power Planning
Northwest Power and Conservation Council