

**NEW HAMPSHIRE EM&V OVERSIGHT CONSULTANT KICK OFF MEETINGS**  
**DRAFT AGENDA**

June 11, 2018

Oversight Team On-Site: Lisa Skumatz, Ralph Prah, Bob Wirtshafter

Expectations / goals: Introductions, understanding of existing processes & needs; reaction to ideas going forward; roles clarification; setting up communication and other administrative processes.

**11am-12:30pm - Agenda 1: Meeting with PUC (Stachow)**

Introductions / Background	All
Overview of Current Collaborative Process, Actors, Roles, Authorities / Discussion	PUC / All
Working Group – members, meetings, responsibilities / Discussion	PUC / All
Evaluation planning and project procurement / management / oversight and discussion	PUC / All
TRM Process and document – Current / Discussion of ideas	PUC / All
Discussion of Tasks / Responsibilities for Oversight Consultant (Year 1 / 2 / 3)	PUC / All
Preferred Check-in / Update / Admin procedures	All
Other topics	

Perhaps have some easy-to-eat lunch in room (pizza or something?) for group

**12:30pm-2:15pm - Agenda 2: Utilities and Available members of Working Group**

Introductions / Background	All
Overview of evaluation-related and program-related work utilities have been doing	Utilities / WG
How planning has been carried out and How studies are administered	Utilities / WG
Planned changes	Utilities / WG
Tasks / roles, actors, responsibilities / Discussion	All
Discussion of current TRM in place	Utilities / WG
TRM Expectations going forward / Discussion	All
Collaborative Process that exists, roles, responsibilities / Discussion	Utilities / WG/All
What works well / not well / processes they've liked / restrictions	Utilities / WG
Other topics	

**2:15-3:00pm – Agenda 3: Meeting with PUC (Stachow)**

Regroup, discuss possible directions and next steps based on what we heard and are thinking