**Draft Minute  
CALMAC Website Project Team Status Call  
Wednesday, March 20, 2024, 9 AM PDT**

**Present:**

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| Website Committee: |

Brian Arthur Smith – PG&E – Statewide Project Manager for CALMAC Project   
 – Website Committee Member,

Cynthia Rogers – CEC – Website Committee Member,

Kevin Ehsani – SoCalGas – Website Committee Member,

Reginald Wilkins – SCE – Website Committee Member,

Lonnie Mansi – SDG&E – Substitute for Website Committee Member,

Project Team Members

Tim Caulfield – Caulfield Consulting – Project Team Manager

Jeff Yip – Third Strand – Project Team Website Programming Specialist

Joe Huang – White Box Technologies – Project Team Weather Files Specialist

Absent

Jeorge Tagnipes – CPU/ED – Website Committee Member, CPUC/ED looking for new member

Kelvin Valenzuela – SDG&E – Website Committee Member,

Chris Kettoola – SDG&E – Website Committee Member,

Lauren Garcia – PG&E – PG&E Website Committee Alternate Member,

**Summary:**

The meeting was called to order about 1:06 PM.

Tim Caulfield reviewed the expenditure and percent complete table in the written status report dated March 14, 2024 (attached). The overall conclusion from this review is that the project is currently running on budget and on schedule. Task 2.6 had to be re-scoped, which was accomplished within the previously assigned budget. The old and new scope are attached.

After the overall summary of the project status, Tim Caulfield asked Jeff Yip of Third Strand and Joe Huang of White Box Technologies to summarize the details of progress on tasks and subtasks.

* *Task 1 – Site Maintenance*: Progressing as expected, spending below prorated level for the 25 month project.
* *Subtask 2.1 – Interactive Map*: Task complete, except for issues that may arise as the maps are used. Map up on site.
* *Subtask 2.2 – Automate year-to-year*: This task is 70% complete.
* *Subtask 2.3 – Automate NREL Data*: This task is 67% complete. White box has completed their work and pass the work product to Third Strand.
* *Subtask 2.4 – Google Analytics Update*: This task is complete.
* *Subtask 2.5 – Data Fill & Post*: Task not yet commenced.
* *Subtask 2.6 – CALEE2023 Creation*: This task has been re-scoped to include participation in the CEC weather file creation work and to develop future weather projections for consideration by the larger CEC project. Work just commencing.
* *Subtask 2.7 – Update Weather File Documentation*: This task will be done near the end of the project.
* *Subtask 2.8 – To Be Specified*: The primary effort on this task so far has been the creation of a load profile page and posting of PG&E load profiles. There was considerable interest from SDG&E and SCE about posting their profiles. The representatives’ from this meeting will discuss it with relevant staff at their companies.

Brian Smith prompted a discussion about how we could make it better known that weather files are available on CALMAC. Joe Huang recommended announcements. Tim Caulfield pointed out that we could use the CALMAC Announcement Listserv, which has about 500 evaluation focused enrollees.

Meeting concluded at approximately 9:40 AM. Next planned conference call will be at 9 AM PDT, May 14th, 2024.

**Draft Agenda  
CALMAC Website Project Team Status Call  
Wednesday, March 20, 2024, 9 AM PDT**

1. Project Status as of end of February, 2024.
2. Review re-scoping of Task 2.6.
3. Any Other Business.

**Status Report  
CALMAC Website Maintenance   
and Weather Files Project  
March 14, 2024**

Status of project tasks, both in percent expenditure and estimate percent complete.

As of February 29, 2024

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  | **Budget ($)** | **Spent ($)** | **% Expended** | **Est. % Complete** |
| Task 1 | Site Maintenance | $ 109,555 | $ 33,413 | 30% | 40% |
| Task 2.1 | Interactive Map | $ 7,950 | $ 8,485 | 107% | 100% |
| Task 2.2 | Automate year-to-year | $ 7,030 | $ 4,131 | 59% | 70% |
| Task 2.3 | Automate NREL Data | $ 12,235 | $ 4,112 | 37% | 67% |
| Task 2.4 | G. Analytics update | $ 4,770 | $ 4,585 | 96% | 95% |
| Task 2.5 | Data Fill & Post | $ 3,000 | $ - | 0% | 0% |
| Task 2.6 | CALEE2023 Creation | $ 30,000 | $ 300 | 1% | 1% |
| Task 2.7 | Update Weather File Documentation | $ 6,000 | $ - | 0% | 0% |
| Task 2.8 | To Be Specified | $ 18,910 | $ 6,102 | 32% | 40% |
| Task 2 Total |  | $ 89,895 | $ 28,166 | 31% | - |
| Project Total |  | $ 199,450 | $ 61,579 | 31% | - |

Presentation of selected website metrics, for the current month.

|  |  |  |
| --- | --- | --- |
| **Site Statistic Description** | **Month of February** | **Prior 12 Month Average** |
| Page Visits to CALMAC.org | 1341 | 1378 |
| Page Visits to Searchable Database Page | 273 | 306 |
| Reports Downloaded | 174 | 204 |
| Visits to Weather Files Page | 242 | 153 |
| Weather File Downloads | 98 | 79 |

Other financial or site metrics can be supplied on request.

**Commentary**:

At this point, the spending is going to plan.

On average there are about 44 page visits per day to CALMAC.org, with about 22% of those going to the Searchable database page. Broadly, there is one report download for every one point five visits to the searchable database page.

The Weather Files page is visited approximately five times per day on average, resulting in about one file download per two page visits.

Scope of Work for Subtask 2.6

(revised February 26, 2024)

2.6. Update the CZ2018/CALEE2018 Typical Meteorological Year (TMY) Files to Represent the Most Current 12-year Period of Record. The CZ2018/CALEE2018 typical year weather file was created in order to reflect the most recent hot weather for 2006 through 2017. Five years have now passed, again illustrating the trend toward warmer weather caused by climate change. During this contract it will be time to create new typical year weather files that includes the recorded weather for 2012 through 2023. This task covers that work. Consistent with the naming conventions used for the CZ2018/CALEE TMY Files, the result of this task will be working version(s) of “CZ2024/CALEE2024” or other TMY file updates as agreed upon with PG&E created for review by industry groups.

Draft new Scope of Work for Subtask 2.6

2.6. Participate in Creation of Relevant Weather Files. After discussions with Danny Tam of the CEC, the work in this task was redirected to three specific sub-tasks as follows:

1. Update the CZ2018 Typical Meteorological Year (TMY) Files to Represent the Most Current 12-year Period of Record. The CZ2018 typical year weather file was created in order to reflect the most recent hot weather for 2006 through 2017. Five years have now passed since their completion, again illustrating the trend toward warmer weather caused by climate change. During this contract it will be time to create new typical year weather files that includes the recorded weather for 2012 through 2023. This task covers that work. The result of this task will be working version(s) of “CZ2024/CALEE2024” or other TMY file updates as agreed upon with PG&E created for review by industry groups.
2. Work to maintain the full range of files EE2018/CALEE 2018 and CZ2022 TMY Files for posting on CALMAC.org – Caulfield Consulting and/or its subcontractor will update and maintain the weather files that are posted, or plan to be posted, on the CALMAC.org site.
3. Engage in the CEC process for CZ2025 TMY file development – Caulfield Consulting and/or its subcontractor will work with the CEC and the State of California effort to create a new set of weather files for use in the Title 24 2025 version, commonly referred to as CZ2025. It is fully recognized that the project team’s ability to participate in this process is subject to the cooperation and inclusion of the CEC. The CEC has indicated that they will invite project team members to the appropriate meetings. To the extent possible Caulfield Consulting and/or its subcontractor will put forth its best efforts to maintain engagement with Danny Tam and his associates at the CEC as well as the CEC’s subcontractors engaged in the TMY file development.
4. Engage in and support work on future/projected weather file development (i.e., projections of what weather will be) – The CEC has indicated an interest in work conducted by White Box Technologies (WBT) on creation of weather estimates projecting weather out 50, 75, and 100 years. Under this sub-task, WBT will work with the CEC and other participants in the state weather file development team on projection of future weather estimates, with the possibility that one or more of these final set(s) of future/projected TMY files could be posted on CALMAC.org.