VAEEC Technology Committee Charter

Purpose

The Technology Committee supports the success of the Virginia Energy Efficiency Council by offering knowledge and expertise on the varied technology needs and development in the energy efficiency industry. The Committee will help guide the VAEEC's work to identify and advance known technologies and best practices as well as new or developing technologies to best serve the membership. The Technology Committee's main goals will be to increase education, coordination, innovation and implementation of energy efficient technologies across membership and the industry at large.

Time Commitment

Anticipated time commitment (excluding Board meetings): 2-4 hours per quarter; 1 hour for committee calls, 1-3 hours for coordination with staff on events, education, and other needs.

Responsibilities

The specific responsibilities of the committee include:
- Participating in quarterly Technology Committee meetings
- Assist in the coordination of the annual Technology Panel during the fall Energy Efficiency Forum
- Identify and recommend resources on existing technology, emerging innovations, and best practices in proven technologies
- Work with staff to provide said resources to facilities managers, building owners/tenants, policy makers and other stakeholders to ensure technologies are being used to the full potential
- Collaborate with innovators to identify barriers and solutions to beneficial technology implementation
- Identify trends in energy efficiency technology that can affect and/ or benefit the industry, the VAEEC, energy users or other aspects related to energy efficiency
- Provide expertise to VAEEC staff to guide work
- Assist VAEEC staff in stakeholder engagement and education activities

Meetings
The Technology Committee will hold conference calls at least four times a year, ideally prior to regularly scheduled Board meetings and Executive Committee calls, or at the call of the committee chair, as needed. Meeting dates and times will be scheduled by VAEEC staff to achieve maximum participation.

Members

- The Committee will strive to maintain a membership of 5-7 participants, including both board members and off-board members.
- Committee members shall be members or employees of members in good standing with VAEEC.
- The Committee will be chaired by a VAEEC Board Member.
- The Committee may be comprised of non-board members
- Committee members should be representative of the membership categories of the VAEEC.
- The Office Manager will serve as staff to the Technology Committee.

Guidelines

- A member may resign at any time upon written request to the chair and/or committee staff.
- The Technology Committee Chair will serve a one-year term with the option of serving two additional one-year terms
- The VAEEC Board of Directors will review the composition of this group annually.
- The Committee will use a simple majority of the voting membership present.
- The Committee will communicate, as appropriate, with VAEEC members, the Board of Directors, officers, and staff to provide information on the work of the committee and to seek input and feedback as needed.