



STATE OF CALIFORNIA

DUTY STATEMENT

CEC-004 (Revised 7/2022)

Classification: Energy Commission Specialist II (TED)

Working Title: Efficiency and Demand Response Technical Specialist

Position Number: 535-850-4185-XXX

Division/Branch: Energy Assessments / Advanced Electrification Analysis – Efficiency Analysis

Collective Bargaining Identifier (CBID): R10

Work Week Group (WWG): E

Effective Date: October 18, 2022

Conflict of Interest (COI): ☒ Yes ☐ No

If yes, this position is responsible for making or participating in the making of governmental decisions that may potentially have a material effect on personal financial interests. The appointee is required to complete Form 700 within 30 days of appointment, which identifies pertinent personal financial information.

Job Description

Under the general direction of the Energy Resources Specialist III (Supervisory), the Energy Commission Specialist II (ECS II) is a highly skilled subject matter expert and prime resource in the area of energy efficiency and demand response. The incumbent performs a range of highly complex and advanced technical tasks related to demand response, tracking energy efficiency savings with emphasis on industrial energy efficiency savings, advanced metering infrastructure (AMI), and energy demand forecast. The incumbent coordinates, manages, and tracks the activities of technical consultants through work authorizations. This includes managing work authorizations and oversight and evaluation of consultant reports. Specific responsibilities include continual involvement with the California Public Utilities Commission (CPUC)/investor-owned utilities' (IOUs) and publicly owned utilities' (POUs) energy efficiency potential and goals studies to ensure that these studies include estimation of additional achievable energy efficiency savings and proper incorporation of these savings within the Energy Commission's energy demand forecast.

Additionally, the ECS II is an integral part of the SB 350 (De Leon, Chapter 547, Statutes of 2015) team composed of subject matter experts in efficiency and building decarbonization work in the Energy Assessments Division. SB 350 directs the California Energy Commission to establish energy efficiency targets that achieve a statewide, cumulative, doubling of energy efficiency savings in electricity and natural gas final end uses by 2030. The incumbent participates and, as needed, leads the work on reviewing energy efficiency programs and tracking progress towards achieving savings targets.

The ECS II works with a team of energy specialists and consultants in the Energy Commission, the California Public Utilities Commission (CPUC), and the California Air Resources Board (CARB), who are knowledgeable in demand response, energy efficiency, and decarbonization policies and programs, as well as with investor-owned utilities (IOUs) and publicly owned utilities (POUs). The ECS II keeps Energy Commission management and state policymakers informed of the progress in these aforementioned areas.

Essential Duties

- 30% Serves as a primary technical expert on the SB 350 team composed of subject matter experts in efficiency and building decarbonization work in the Energy Assessments Division. Consults with Energy Commission management and staff and stakeholders including Investor-owned utilities (IOU) and publicly owned utilities (POU) to track energy efficiency savings from IOU and POU programs and beyond utility programs. Emphasis is on industrial energy efficiency since the industrial sector accounts for one third of energy consumption in the US. Working closely with the utilities and the CPUC, develops scenarios for additional achievable energy efficiency (AAEE) that capture a range of possible savings outcomes determined from various input assumptions. Presents these scenarios in working group settings to receive feedback from stakeholders. Ensures that AAEE scenarios are incorporated into energy demand forecasts. Uses software tools such as R Studio in analytical studies. Makes recommendations for developing and implementing the process for establishing annual targets that double statewide energy efficiency savings and examines strategies that may be implemented to meet energy efficiency savings targets.
- 30% Serves as an analytical expert and technical lead on demand response (DR). Leads the analysis on the programs and technologies enabling demand response and demand flexibility, including both supply and demand side programs and technologies. Studies current participation rate and the determinants of participation in demand response and demand flexibility programs. Determines what types of demand response and demand flexibility have the most potential based on metrics such as cost savings, energy savings, grid services, and avoided greenhouse gas emissions. Recommends short-, mid-, and long-term next steps for achieving demand response and demand flexibility potential, and where research should be focused. Analyzes how demand response and demand flexibility can provide services to the grid through various load management strategies. Describes how those services can reduce variability in the electric load, generate economic and environmental benefits, increase reliability of the system, and reduce the number of events during which the grid reaches or exceeds maximum capacity. Works with counterparts in the forecasting team and the CPUC on how the deployment of advanced metering technology and development of new energy markets is enabling greater use and flexibility of demand response.
- 15% Serves as a technical expert on Advanced Metering Infrastructure (AMI) data use. Leverages analytics developed with meter data and other sources assessing electrification projects. Utilizes electric and gas population data available for various programs to enable program measurement and analytics. Processes AMI data with open-source methods and software. Types of analytics to be delivered include key performance indicators such as time and locational avoided energy consumption and associated value, and distributions of outcomes across measure types and geographies. Coordinates with the California Public Utilities Commission, IOUs, POUs, and other responsible entities on demand response and energy efficiency reporting requirements and data collection needed to carry out and assess legislative mandates. Coordinates data collection process with the Data Integration Branch, management, and stakeholders to determine requirements to access data. Collaborates with electric generation specialists to review energy efficiency and demand response reported as part of the integrated resource plans submitted to the Energy Commission by POUs.
- 10% Manages work authorizations including reviewing contract deliverables and invoices. Provides contract support and input in solicitation development and evaluation of proposals. Coordinates, manages, and tracks the activities of technical consultants. Reviews consultant reports.
- 10% Represents the AEAB at workshops and other meetings related to demand response, energy efficiency savings, and decarbonization. Presents findings and conclusions to staff, management, Commissioners, other government agencies. Leads effort to write chapters in reports such as the

Integrated Energy Policy Report (IEPR), the California Energy Efficiency Action Plan, and the California Energy Demand Forecast.

Marginal Duties

5% Performs other duties as required consistent with the specifications of this classification.

Working Conditions

The California Energy Commission offers a hybrid workplace model that is designed to support a distributed workforce of both office-based and remote-centric workers that relies on a high level of telework. Limited-in person attendance and occasional travel may be required based on the needs of the division. Regular and consistent attendance - whether office-based or remote-centric - is essential to the successful performance in this position. Work hours beyond an eight-hour workday or forty-hour workweek at times may be required. This position is remote centered which means the incumbent works 50 percent or more of their time monthly from an alternate work location (i.e., teleworking).

Diversity and Inclusion Statement

As a State agency serving all Californians, the California Energy Commission is committed to being an organization that embodies diversity, equity, and inclusion. The Energy Commission plays an active and meaningful role in creating an environment that enables each employee to thrive.

Employee's Acknowledgement: I certify that I am able to perform, with or without the assistance of a reasonable accommodation, the essential duties of this position.

Employee's Name (Print): _____

Employee's Signature: _____ **Date:** _____

Supervisor's Acknowledgment: I certify this duty statement represents a current and accurate description of the essential functions of this position. I have discussed the duties of this position with and provided the above-named employee a copy of this duty statement.

Supervisor's Name (Print): Aida Escala

Supervisor's Signature: _____ **Date:** _____



STATE OF CALIFORNIA

DUTY STATEMENT

CEC-004 (Revised 7/2022)

Classification: Energy Commission Specialist I (TED)

Working Title: Efficiency and Demand Response Technical Specialist

Position Number: 535-820-4184-XXX

Division/Branch: Energy Assessments Division/Advanced Electrification Analysis – Efficiency Analysis

Collective Bargaining Identifier (CBID): R10

Work Week Group (WWG): E

Effective Date: October 18, 2022

Conflict of Interest (COI): ☒ Yes ☐ No

If yes, this position is responsible for making or participating in the making of governmental decisions that may potentially have a material effect on personal financial interests. The appointee is required to complete Form 700 within 30 days of appointment, which identifies pertinent personal financial information.

Job Description

Under the general direction of the Energy Resources Specialist III (Supervisory), the Energy Commission Specialist I (ECS I) is a technical specialist assigned in the area of energy efficiency and demand response. The incumbent independently performs the more complex, sensitive, and responsible energy-related work which requires, on a regular basis, a high level of knowledge, skill and ability which is demonstrably above the journey level. The incumbent performs a range of technical tasks related to demand response, tracking energy efficiency savings, with emphasis on Industrial energy efficiency savings, advanced metering infrastructure (AMI), and energy demand forecast. The incumbent coordinates, manages, and tracks the activities of technical consultants through work authorizations. This includes managing work authorizations and oversight and evaluation of consultant reports. Specific responsibilities include continual involvement with the California Public Utilities Commission (CPUC)/investor-owned utilities (IOUs) and publicly owned utilities (POUs) energy efficiency potential and goals studies to ensure that these studies include estimation of additional achievable energy efficiency savings and proper incorporation of these savings within the Energy Commission's energy demand forecast.

Additionally, the ECS I is an integral part of the SB 350 (De Leon, Chapter 547, Statutes of 2015) team composed of subject matter experts in efficiency and building decarbonization work in the Energy Assessments Division. SB 350 directs the California Energy Commission to establish energy efficiency targets that achieve a statewide, cumulative, doubling of energy efficiency savings in electricity and natural gas final end uses by 2030. The incumbent participates in reviewing energy efficiency programs and tracking progress towards achieving savings targets.

The ECS I works with a team of energy specialists and consultants in the Energy Commission, the CPUC and the California Air Resources Board (CARB), who are knowledgeable in demand response, energy

efficiency, and decarbonization policies and programs, as well as with IOUs and POU's. The ECS I keeps Energy Commission management informed of updates and progress in these aforementioned areas.

Essential Duties

- 30% Serves as a technical specialist on the SB 350 team composed of subject matter experts in efficiency and building decarbonization work in the Energy Assessments Division. Consults with Energy Commission management, staff, and stakeholders including IOUs and POU's to track energy efficiency savings from utility programs and beyond utility programs. Emphasis is on industrial energy efficiency, given that the industrial sector accounts for one third of energy consumption in the US. Working closely with the utilities and the CPUC, develops scenarios for additional achievable energy efficiency (AAEE) that capture a range of possible savings outcomes determined from various input assumptions. Presents these scenarios in working group settings to receive feedback from stakeholders. Ensures that AAEE scenarios are incorporated into energy demand forecasts. Uses software tools such as R Studio in analytical studies. Makes recommendations for developing and implementing the process for establishing annual targets that double statewide energy efficiency savings and examines strategies that may be implemented to meet energy efficiency savings targets.
- 30% Serves as an analytical lead on demand response (DR). Analyzes the programs and technologies enabling demand response and demand flexibility, including both supply and demand side programs and technologies. Studies current participation rate and the determinants of participation in demand response and demand flexibility programs. Determines what types of demand response and demand flexibility have the most potential based on metrics such as cost savings, energy savings, grid services, and avoided greenhouse gas emissions. Recommends short-, mid-, and long-term next steps for achieving demand response and demand flexibility potential, and where research should be focused. Analyzes how demand response and demand flexibility can provide services to the grid through various load management strategies. Describes how those services can reduce variability in the electric load, generate economic and environmental benefits, increase reliability of the system, and reduce the number of events during which the grid reaches or exceeds maximum capacity. Works with counterparts in the forecasting team and the CPUC on how the deployment of advanced metering technology and development of new energy markets is enabling greater use and flexibility of demand response.
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- 10% Manages contracts, including reviewing contract deliverables and invoices. Provides contract support and input in solicitation development and evaluation of proposals. Coordinates, manages, and track the activities of technical consultants through work authorizations.
- 10% Represents the AEAB at workshops and other meetings related to demand response, energy efficiency, and decarbonization. Presents findings and conclusions to staff, management,

Commissioners, and other government agencies. Writes chapters in various reports such as the Integrated Energy Policy Report (IEPR), the California Energy Efficiency Action Plan, and the California Energy Demand Forecast.

Marginal Duties

5% Performs other duties as required consistent with the specifications of this classification.

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Employee's Name (Print): _____

Employee's Signature: _____ **Date:** _____

Supervisor's Acknowledgment: I certify this duty statement represents a current and accurate description of the essential functions of this position. I have discussed the duties of this position with and provided the above-named employee a copy of this duty statement.

Supervisor's Name (Print): Aida Escala

Supervisor's Signature: _____ **Date:** _____