2024-2025 EVICC WORKPLAN MEMORANDUM

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RE: Second EVICC Assessment Objectives and Analysis and Additional EVICC '24-'25 Work

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Background

In August 2022, An Act Driving Clean Energy and Offshore Wind (Act) was signed into law. Recognizing the need for Massachusetts to develop a comprehensive plan for transportation emissions reduction, the Electric Vehicle Infrastructure Coordinating Council (EVICC or Council) was established pursuant to Section 81 of the Act to develop strategies that result in an equitable, interconnected, accessible, and reliable electric vehicle (EV) charging network in Massachusetts.[1] EVICC is required to report to the legislature on these strategies through a formal assessment submitted every two years (Assessment), starting in August 2023. Each Assessment must contain, but is not limited to, the following:

- Assessment of the present condition of, and future needs for, road and highway electrification;
- Estimates of the number and type of electric vehicle charging stations in public and private locations;
- Suggestions for optimal locations for electric vehicle charging stations in urban, suburban and rural locations and low and moderate income communities;
- Discussion of present and projected future costs and methods of financing those costs;
- Discussion of technological advances in charging stations and related infrastructure, equipment and technology including, including data collection, mobile charging, assisting in grid management and assisting in the integration of renewable energy resources;
- Discussion of strategies to maintain electric vehicle charging stations in full and continuous working order;
- Recommendations to assist governmental and private sector officials in installing charging stations and related infrastructure, equipment and technology, including within proximity of on-street parking; and
- Identification and discussion of current policies and recommendations for policies, laws and regulatory actions that may facilitate the provision of charging stations and related infrastructure.

On August 11, 2023, EVICC provided its initial Assessment to the legislature (First Assessment). The second EVICC Assessment is due to the legislature by August 11, 2025 (Second Assessment).

Additional information on EVICC can be found on the Council's website.

[1] See St. 2022 c. 179, § 81.

Memo Purpose

The purpose of this memo is to provide a clear and transparent plan for how EVICC will fulfill its statutory obligations related to the Second Assessment outlined in the above section including, but not limited to, developing strategies that result in an equitable, interconnected, accessible, and reliable EV charging network in Massachusetts. EVICC takes seriously the responsibilities delegated to it by the Act to provide leadership regarding the deployment of EV charging infrastructure in Massachusetts. As detailed below, EVICC will work closely with stakeholders to develop recommendations for inclusion in the Second Assessment that are aligned with the Commonwealth’s transportation emissions reduction policies and will provide leadership on the implementation of those recommendations.

Second Assessment Objectives

Consistent with the statutory requirements of the bi-annual Assessments, the Second Assessment will ***provide a clear roadmap for how Massachusetts plans to support the deployment of the necessary electric vehicle chargers to meet its statutory goals*** and how that plan fits into the Commonwealth’s broader transportation policy goals articulated in the Clean Energy and Climate Plan for 2025 and 2030 (CECP).[2] This roadmap will clearly lay out the ***current state*** of the EV charging network in Massachusetts, the likely ***necessary endpoint*** to meet the Commonwealth’s climate goals and other policy objectives, and ***how EVICC recommends the state get from the current state to the desired endpoint***.

EVICC will develop recommendations on discrete next steps and future process and programmatic improvements for inclusion in the Second Assessment, identifying ***which state agency or agencies will lead and/or support the success of each recommendation*** and which recommendations will be implemented by local or regional governments, private companies, and/or the local electric utilities (i.e., Eversource Energy, National Grid, Unitil, or municipal light plants). The Assessment will also detail EVICC’s role in implementing these recommendations, including, but not limited to, coordinating efforts and providing transparency on the implementation progress of each recommendation.

Importantly, the Assessment must identify areas for improvement within the following categories to meet the statutory goal of establishing an equitable, interconnected, accessible, and reliable EV charging network: EV charger deployment; electric grid upgrades and managed charging opportunities; charger reliability, charger registration, data sharing, consumer disclosure and payment, and uptime and /or other operational requirements; and EV charging technology (e.g., new curbside charging equipment, contactless charging, etc.) and business model innovations (e.g. public-private partnership, sharing economy, etc.).

A rough outline for the Second Assessment, incorporating the above information, is below. In developing the Second Assessment, the Executive Office of Energy and Environmental Affairs (EEA) and other EVICC members drafting the relevant sections of the report and the appendices will rely on the best available information including, but not limited to, academic reports and public literature, direct input and examples from the EV charging industry, and relevant, pre-existing reports, analysis, and resources specific to Massachusetts (e.g., the electric utilities’ annual EV program evaluation report, existing Green Energy Consumers Alliance resources,[3] etc.):

[2] See Clean Energy and Climate Plan for 2025 and 2030.
[3] See Green Energy Consumers Alliance “Learn About Electric Cars” website.

- Executive summary[4] outlining:
    - Current state, including progress made since the last Assessment;
    - Necessary endpoint, including how this endpoint intersects with the CECP; and,
    - EVICC’s recommendations for getting from here to there (i.e., clearly / concisely convey the state’s plan)

- EV charger deployment
    - Current state of deployment in terms of types and geographic dispersion
        - To the extent trackable, information on public vs. private ownership and charger utilization
    - Overview of state and utility incentive programs, state fleets, and state work on federal programs (e.g., National Electric Vehicle Infrastructure Program) effectiveness
        - Charger deployment data by state, utility, and federal program
    - Analysis of the necessary types and geographic dispersion of EV chargers to meet climate goals, including relevant information from the CECP and any information or analysis available on the public / private split of such chargers
    - Discussion of key access considerations (e.g., focus on multi-family dwellings without off-street parking, environmental justice populations, rural communities, etc., discussion on public / private split of EV chargers)
    - Identification of areas for improvement in deployments, including, but not limited to, discussion of the effectiveness of the current state and utility incentive programs and, if/as appropriate, potential future offerings, likely broken down by charger and vehicle types (i.e., light-, medium-, and heavy-duty vehicles) and customer segments
    - Recommended strategies to address identified areas of improvement

- Electric grid upgrades and managed charging opportunities
    - Brief summary of transmission and distribution challenges and potential alternatives
        - Discussion of the different impacts on the transmission and distribution grid of light-, medium-, and heavy-duty electrification
    - Overview of relevant transmission and distribution infrastructure upgrade processes, inclusive of both customer-focused processes (e.g., load forecasting efforts and load letter processes) and regulatory processes (e.g., Electric Sector Modernization Plans)
        - This overview should also include how possible alternatives (e.g., competitive solicitation for electric distribution system upgrade, non-wires alternatives from third party developers, etc.) are considered
    - Current managed charging and other EV load shifting programs, including any necessary and relevant program development, approval, and/or implementation information
    - Overview of managed charging best practices (e.g., examples from other states)
    - Identification of areas likely requiring grid upgrades with and without managed charging
    - Recommended strategies to address grid requirements, including recommendations on how to minimize the net costs to ratepayers of providing the necessary grid capacity and maximize overall benefits

[4] The Executive Summary will likely be uploaded online both with the full assessment and as a separate document, so that it can be used for external communications.

- Charger reliability, charger registration, data sharing, consumer disclosure and payment, and uptime and/or other operational requirements
    - Overview of why user experience, charger reliability, charger information, and fee disclosure and standardizations matter, including a summary of existing customer resources (e.g., charger apps, federal websites, etc.) and consumer protections
    - Summary of any current and/or related state, utility, and federal program requirements
    - Overview of best practices on these topics
    - Recommended strategies to address reliability, registration, data sharing, consumer disclosure and payment, and uptime and/or other operational requirements such as charger accuracy

- EV charging technology and business model innovation
    - Overview of novel and emerging technologies
    - Overview of current and evolving business models, related concerns, and possible alternatives to be addressed
    - Overview of ways to address business model concerns
    - Recommended strategies to address business model concerns

- Potential appendices:
    - One-pager summaries of existing state and utility EV-related programs by program type (e.g., make-ready, vehicle, and charger incentive programs)
    - Charging fee principles, inclusive of common fee structures and level of charges, and other educational materials on EV charging for customers
    - Environmental Justice (EJ) Community Siting Resource
    - Status of recommendations from First Assessment

New Technical Analysis

As EVICC moves from its First Assessment, which identified the current number and type of EV chargers and estimated the number and type of chargers needed throughout the state to meet the Commonwealth’s climate goals, EVICC’s work must, necessarily, become more granular. Thus, in addition to updating the current number and type of EV chargers in service and the forecast of chargers needed through Massachusetts, the analysis in the Second Assessment will, also include the following as time, resources, and data availability allow:

- A more granular evaluation of the type and geographic disbursement of EV chargers necessary to meet the state’s climate goals, with a focus on multi-family dwellings without off-street parking, environmental justice populations, and rural communities
- The pace of statewide public, multi-family, workplace, and fleet EV charger deployment since the last Assessment compared against the Commonwealth’s goals
- Identification of geographies that require greater deployment and/or pace of deployment of public, multi-family, workplace, and fleet Level 2 chargers and direct current fast chargers (DCFCs) to meet the state’s goals
- Identification of electric distribution feeders that will require substation upgrades to accommodate transportation electrification regardless of the level and effectiveness of managed charging

strategies that have not already been anticipated or planned for by the utility (“no regrets” grid upgrades)[5]

In order to address the above areas of focus, the following information will likely need to be incorporated into the analysis and/or GIS maps created out of the work already conducted by the EVICC technical consultant as time, resources, and data availability allow:

- Locations of existing public and fleet Level 2 chargers and DCFCs
- Additional analysis on the necessary locations of Level 2 chargers, in residential areas in EJ communities with limited off-street parking, a high concentration of multi-family dwellings, in rural communities, where transportation network company drivers live, and long-distance travel destinations in rural areas, among others
- Location of alternative fuel corridors and other major thoroughfares that may not be prioritized for federal funding opportunities
- Aggregated / anonymized utilization rates for Level 2 chargers and DCFCs by geographies
- Locations of existing fossil fuel medium- and heavy-duty (MHD) fleets already identified as potential, future MHD electric fleets, including state and Massachusetts Bay Transportation Authority (MBTA) fleets, among others
- Locations of potential Level 2 and DCFC chargers at National Electric Vehicle Infrastructure (NEVI) sites and Massachusetts Department of Transportation (DOT) Service Plazas, as well as potential locations identified by the Massachusetts Department of Conservation and Recreation
- MBTA electrification requirements across all forms of transit
- Information on the locations and loading of the Unitil and municipal light plant distribution grids

In addition to the spatial analysis contemplated above, the EVICC technical consultant will conduct, as time, resources, and data availability permit, a quantitative analysis of charging at or near single, 2-4 unit, and larger multi-family dwellings to include, but not limited to:

- Total number of dwellings with off-street parking
- Percentage of dwellings with off-street parking
- Total number of EV chargers at dwellings with off-street parking
- Total number of dwellings with off-street parking with one EV charger
- Total number of dwellings with off-street parking with more than one EV charger
- Percentage of dwellings with off-street parking with at least one EV charger
- (Multi-unit dwellings only) Ratio of EV chargers to the number of residents with off-street parking
- Total number of publicly accessible Level 2 and DCFC EV chargers within ½ mile of dwellings without off-street parking
- Percentage of publicly accessible Level 2 and DCFC EV chargers within ½ mile of dwellings without off-street parking

[5] Two important notes:

(1) The Electric Sector Modernization Plans (ESMPs) provide the electric utilities with an avenue to proactively identify distribution system upgrades to address grid constraints related to the state’s electrification goals. The work envisioned by EVICC would identify potential grid needs not addressed by upgrades approved by the Massachusetts Department of Public Utilities and included in the ESMPs or other regulatory filings; and,

(2) Additional analysis outside the scope of the Second Assessment will be required to determine the extent of any upgrades and the best solution to address the grid constraints on that portion of the system. Such analysis will necessarily need to include consideration of non-wires solutions (e.g., demand response programs, energy storage systems, etc.) and additional, future sources of electric demand on that portion of the distribution grid (e.g., solar PV interconnection, incremental electric heating load, etc.).

- (Multi-unit dwellings only) Ratio of publicly accessible Level 2 and DCFC EV chargers within ½ mile of dwellings without off-street parking

The Second Assessment will discuss potential strategies to address any deficiencies in these areas (i.e., deployment/pace of deployment, geographic disbursement of chargers, and no regrets grid upgrades).

EEA will retain a consultant to conduct the necessary technical work not already completed or under contract.

New Qualitative Work

In addition to the new technical analysis listed above, the Second Assessment will require additional work and qualitative analysis to fulfill the above objectives. Several of the areas of additional qualitative work listed below will require the formation of EEA-led committees (i.e., subgroups / working groups)[6] and stakeholder advisory groups.

No Committee

- **State Program Summaries.** In addition to creating a summary of the existing EV charging incentive and managed charging programs within the state, inclusive of both state and utility-administered programs, EEA staff within both the Energy and Climate groups will work to create one-page summaries of the different program types (e.g., one for EV charger incentive programs, one for managed charging and related programs, one for vehicle incentives, etc.) to aid stakeholder education and understanding. These one-page summaries will be appended to the Second Assessment.

- **Managed Charging Research.** Both EEA and Massachusetts Department of Energy Resources (DOER) are exploring avenues to expand the Commonwealth’s understanding of managed charging, associated best practices, and how managed charging can minimize required distribution grid upgrades. EEA is considering retaining external consultants to compile research focused on mitigating the grid impacts of public charging while DOER is working with the Department of Energy’s Technical Assistance program to synthesize existing research on residential managed charging. EEA will compile any research coming out of these workstreams and work with DOER and the Massachusetts Department of Public Utilities (DPU) to draft the managed charging section of the Second Assessment, which will also include any relevant work and findings from the Interagency Rates Working Group.

Committees

- **EJ Community Siting Resource.** EEA EJ staff, in consultation with the EEA Energy team, will work to create and vet with EVICC a resource for siting EV charging in EJ communities, including what to consider when selecting a site, how to engage the municipality and community members in the selection and development process, and what steps municipalities and EJ community members should take related to siting of EV charging. This resource will include considerations for both Level 2 chargers and DCFCs and provide insights for EV charging companies, municipalities, and EJ community members. The final EJ Community Siting Resource will be appended to the Second Assessment.

[6] See EVICC Bylaws, p. 3.

- **Technical Committee.** The below topics require careful consideration, development, and implementation, which necessitate, among other steps, substantive discussions with relevant stakeholders. As such, EEA plans to establish an EVICC “Technical Committee” to discuss timely technical matters related to EV charging. Such committee will be led by EEA staff and will help inform EEA work related to EVICC (e.g., help provide insight into resources that could be used to develop sections of the EVICC report) and other EV charging workstreams (e.g., pending or potential, future legislation) led by EEA and other EVICC members outside of EVICC. The committee may discuss the need for the development of draft resources, legislation, regulations, and/or program rules or other recommendations, as appropriate, related to each topic. However, such work shall not be untaken without explicit authorization from EVICC unless such work is unrelated to EVICC’s work and authority. The committee will provide regular updates at the monthly EVICC Meetings.

  The committee will include EEA, DOER, DOT, DPU, the Massachusetts Division of Standards, and key stakeholders and will provide regular updates at the monthly EVICC meetings. Depending on the topic of the committee meeting, other EVICC members, such as the Department of Environmental Protection, may join. EEA will carefully observe open meeting law when a quorum of EVICC members (i.e., six or more, inclusive of non-voting members) attend a committee meeting.

  - **EV Charger Uptime, Reliability, and Operational Standards.** EEA staff have conducted an early analysis of charger uptime requirements in other jurisdictions and programs. The committee will endeavor to create a mutual understanding of potential uptime requirements for new EV charging equipment, including developing relevant standards and definitions, and discuss potential recommendations regarding which state agencies could/should be responsible for collecting relevant data and enforcing any uptime requirements. This work will start from and heavily leverage the existing state and federal NEVI work and requirements, with additional information provided from the National Institute of Standards and Technology. The committee will be tasked with discussing potential legislation or regulations, as applicable, on these topics prior to the issuance of the Second Assessment. Any potential legislation or regulations would then be developed through the appropriate EVICC, state agency, or other process, with any update on such process(es) and/or draft versions of legislation or regulations included in the Second Assessment.

  - **EV Charger Registration and Data Sharing Requirements.** The committee will discuss potential processes for EV chargers to register with the applicable state agency or agencies and what data should be required to be provided to this agency or agencies. The committee will also discuss interoperability and third-party data access and potential recommendations on the development of statewide guidelines or requirements. The committee will be tasked with discussing potential legislation, regulations, and/or common state and utility program rules, as applicable, on this topic prior to the issuance of the Second Assessment. Any potential legislation, regulations, and/or common program rules would then be developed through the appropriate EVICC, state agency, or other process, with any update on such process(es) and/or draft versions of legislation, regulations, and/or common program rules included in the Second Assessment.

- **Consumer Information/Disclosure and Payment Method Standards.** Ensuring a consistent, positive consumer experience with EV chargers is vital to ensuring the transition to electric vehicles in the Commonwealth. As such, the committee will discuss potential standards related to the information disclosed to customers at the time of charging and during the charging session, whether and, if appropriate, how income level or low-income program eligibility status should be accounted for at the time of payment, and whether and what standards may be necessary around the types of payments accepted by EV chargers to ensure a fair, transparent, and safe EV charging experience. The committee will also help inform and develop a set of best practices for EV charger owners and operators (i.e., charging fee principles) and educational information for the public around the types of EV charging fees. The committee will be tasked with discussing the charging fee principles along with the need for any other potential legislation, regulations, and/or common state and utility program rules, as applicable, on this topic prior to the issuance of the Second Assessment. The charging fee principles and any potential legislation, regulations, and/or common program rules would then be developed through the appropriate EVICC, state agency, or other process, if and as, with any update on such process(es) and/or versions of the charging fee principles and legislation, regulations, and/or common program rules included in the Second Assessment.

- **EV Charger Business Model Innovation.** EEA understands that charging revenue may not currently be sufficient to cover ongoing costs for maintenance, operation, and networking for publicly accessible charging stations in many circumstances given typical utilization rates. As such, the committee will explore best practices in EV charger business models, incentive programs, and other measures to develop recommendations for state action, if necessary, including, but not limited to, an inventory and/or tracking of charger utilization rates by charger type and geography, the development of resources for EV charger owners, operators, and interested entities to be included on state websites, and new incentive programs, among other possible solutions. The committee will engage with, as necessary and appropriate, EV charging companies, particularly EV charger operators, the electrical board, state and federal officials, utility program administrators, network service providers, and other relevant entities in exploring best practices. The committee will provide input on and, as appropriate, draft portions of the section on this topic to be included in the Second Assessment, including recommended state actions, if necessary. Any recommended state actions would be developed and/or approved through the appropriate EVICC process, as necessary and appropriate, prior to inclusion in the Second Assessment.

EEA and the committee may not be able to address all of the topics listed above prior to the issuance of the Second Assessment due to resource and time constraints. EEA will prioritize legislative deadlines in the event that time and resources are, in fact, constrained.

Advisory Groups

- EVICC membership primarily consists of state government agencies and officials. However, the work of EVICC, and EV charging efforts generally, necessitate close coordination and collaboration between state officials, municipalities, EV charging companies, advocates, and the electric distribution companies. While the above committees offer an opportunity for regular engagement and collaboration on discrete topics, broader coordination with stakeholders on EV

charging policies and programs is also necessary. Thus, EEA plans to explore the development of stakeholder advisory groups. These groups would include EEA and relevant stakeholders. The groups would discuss both general EV charging-related work and ensure coordination on EVICC-related matters, including, but not limited to, soliciting input on analysis conducted by EVICC, requesting ideas on impactful educational presentations, discussing feedback on draft Assessment sections, as appropriate, and seeking feedback from stakeholders on any barriers to EV charging deployment and other EV charging issues (e.g., issues related to EV charging experience) that they are encountering. EEA plans to make a final determination on the establishment of these groups by the end of 2024 after discussing the potential establishment of such groups with relevant stakeholders and groups conducting similar work. EEA is considering creating three stakeholder advisory groups for the following category of organizations: municipalities and regional organizations; EV charging companies and EV charging advocates; and, the electric distribution companies. Alternatively, EEA may utilize existing stakeholder groups to discuss both general EV charging-related work and ensure coordination on EVICC-related matters.

Additional EVICC Work

EVICC has a unique position within the Massachusetts EV policy space due to its membership and role in developing a coordinated EV charging network plan. As such, EVICC can leverage its convening power and the work completed for the bi-annual Assessments to broader effect. In particular, EEA sees the opportunity for EVICC to conduct the following additional work:

- **Education.** EVICC can use its meeting and the information gathering efforts necessary to draft the Assessment during and outside of its public meetings to provide useful information to key EV charger stakeholders such as *EV charging companies*, *municipalities*, and *fleet owners*. Specifically, EEA plans to initially use a portion of the regular EVICC meetings for educational presentations. A list of planned educational presentations to be held between September 2024 and August 2025 is provided below, in the sequence in which EEA anticipates holding them. The below topics are, however, subject to change based on the availability of presenters, the timeliness of the topic, and other factors, at the discretion of the EVICC Chair.

    - Curbside and pole attachment charging companies and pilot programs
    - Environmental justice siting considerations
    - Approaches to mitigating the impact of increased EV load, in other jurisdictions with a particular interest in public charging load
    - Approaches to EV charging deployment planning in other jurisdictions, including EV load forecasting by other electric utilities
    - Uptime / charger reliability / operational standards in other jurisdictions
    - Data disclosure/availability requirements and interoperability standards in other jurisdictions
    - Charging business models, including innovative approaches (e.g., gas stations adding EV chargers)
    - Rideshare EV policies in other jurisdictions
    - Education on consumer experience with EVs and EV chargers
    - EV and EV charging data portals in other jurisdictions
    - Fleet charging management best practices

EEA staff plan to engage staff internally, other government agency staff, and external stakeholders to promote EVICC meetings and participation in the committees and potential advisory groups outlined above with key EV charger stakeholders, such as EV charging companies, municipalities, and fleet owners. Such promotional efforts are necessary to ensure that the broadest possible group benefits from the above educational offerings.

If presentations during EVICC meetings take away from the discussion time during public meetings, EEA may schedule separate, “EVICC-sponsored” webinars or host the presentations during Technical Committee meetings. For example, EEA may consider sponsoring an “EV Charging 101” webinar series to both provide a base level of understanding on EV charging topics for all interested stakeholders and to further promote participation with EVICC.

- **Public Data Portal.** Long term, EEA envisions using EVICC to develop a public portal of key EV and EV charging data to aid in public transparency and understanding of the EV charging infrastructure plan included in the bi-annual Assessments. This data portal could include, but is not limited to, information on/from:

    - The GIS maps used for the analysis in the Second Assessment;
    - EV and EV charger deployment in Massachusetts;
    - State, utility, and federal incentive dollars spent on EV and EV chargers by program, charger, and vehicle type;
    - Revenue collected from EVs from chargers by program, charger, and vehicle type; and,
    - Individual and/or collective EV charger locations, uptime, and fee structures.

    EEA envisions using EVICC to discuss which of the above information should be included in a public portal, which organization(s) would be responsible for the development of such portal, and which organization(s) would be responsible for maintaining such portal.

Public EVICC, Committee, and Advisory Group Meeting Schedules

In addition to using the EVICC Public Meeting schedule to complete the Second Assessment and the additional work listed above, the meetings should also be used to accomplish the same objective as the Second Assessment; namely, to articulate a clear plan for how Massachusetts will deploy the necessary electric vehicle chargers to meet its policy goals and to coordinate on the implementation of such plan. Additionally, these meetings can be used to build consensus on potential solutions to existing barriers, policy priorities, and future, related work.

Thus, EVICC Public Meetings should be used to (1) help the public understand the current state of the EV charging networking, where that network needs to be to meet the Commonwealth’s climate and energy goals, and/or how the state will get from its current state to where it needs to be and (2) discuss solutions to existing barriers and other work related to the Commonwealth’s EV charging policy priorities.

Based on the foregoing, EEA plans to utilize the following cadence and structure of EVICC Public Meeting between September 2024 and August 2025:

- **EVICC Public Meetings**
    - **Timing:** Convene the first Wednesday of every month from 1-3pm
    - **Structure:**
        - Key updates, potentially including:
            - Bi-annual (February + August):
                - EV and EV charger deployment and incentive program data
            - Quarterly:
                - Updates on EVICC funded programs
            - Semi-regular / as needed:
                - Federal funding applications (e.g., Charging and Fueling Infrastructure (CFI) Grant applications, etc.) and programs receiving federal funding
                - Grid Modernization Advisory Council (GMAC) updates
                - DPU proceedings (after relevant Orders are issued)
                - Assessment quantitative analysis
                - MassCEC
                    - Workforce development
                    - Online clearinghouse
                    - MHD fleet advisory services
                - Leading by Example – state fleet charging infrastructure
                - MassDOT and/or utilities – NEVI and Service Plazas
                - Committee progress (see above for additional information on the substantive focus of both committees)
                - Development of relevant regulations and associated programs/processes
        - Information gathering / educational presentations (see above for a list of potential topics)
        - Discussion on items related to the Second Assessment, primarily focused on existing barriers and potential solutions to those barriers, and other potential/future EVICC work (e.g., a public data portal, etc.)
    - **Deliverable Deadline:** The Second Assessment is due August 2025

Moreover, EEA anticipates utilizing the following cadence and structure of committee and potential stakeholder advisory group meetings discussed under the New Qualitative Work section above between September 2024 and August 2025:

- **EJ Siting Resource Committee Meetings**
    - **Timing:** Starting in September 2024, the EEA lead will convene ad hoc meetings at their discretion
    - **Deliverable Deadline:** Present draft resource at an EVICC public meeting in Q1 2025

- **Technical Committee Meetings**
    - **Timing:** Starting in October 2024, meet every two weeks with identified representatives to discuss the topics outlined above
    - **Deliverable Deadline:** EEA staff to present draft recommendations proposed to be included in the Second Assessment at an EVICC public meeting in Q2 2025

- **Stakeholder Advisory Groups**
    - **Timing:** Starting on or before January 2025, EEA may schedule quarterly advisory group meetings to discuss both EVICC-related topics, as appropriate, and EV charging work more generally
    - **Deliverable Deadline:** EEA to make a final determination on the establishment of these groups by December 31, 2024; there would not be pre-set deliverables related to EVICC for the quarterly advisory group meetings

Second Assessment Work Schedule

Based on the planned work outlined in this memo, EEA anticipates developing the Second EVICC Assessment on the below timeline and with the following public steps, at a minimum:

- **September 2024:** EEA posts requests for consultant to conduct (1) additional analysis and (2) EVICC meeting facilitation and Assessment drafting
- **By October 31, 2024:** EEA selects consultant to perform additional analysis and EVICC meeting facilitation and Assessment drafting
- **By December 31, 2024:** Detailed Assessment outline completed; drafting of select sections begins
- **February / March 2025**: Public hearings are held to elicit input for Second Assessment
- **By April 1, 2025:** EV charging analysis to be included in Assessment completed
- **By May 1, 2025:** EVICC members complete assigned sections of the Assessment
- **By July 11, 2025:** EVICC members provide comments on the draft Assessment
- **By August 8, 2025**: EVICC Chair provides feedback to members on any proposed changes not incorporated in final Assessment
- **August 11, 2025:** Second Assessment is sent to the legislature
- **August 2025:** Public webinar on Second Assessment is held