

TEC DIRECTIONS AND PRIORITIES
Summary of Breakout Sessions

Positives	
Comment	Response
<ul style="list-style-type: none"> Maintain topic group agendas that are task oriented. 	DOE is in the process of evaluating and reorganizing the topic groups. To the extent their agendas are not already sufficiently task oriented, the reorganization should address this comment.
<ul style="list-style-type: none"> TEC has real benefits and broad support, but it needs improvement. 	Comment noted.
<ul style="list-style-type: none"> Semi-annual TEC meetings are preferable. <ul style="list-style-type: none"> If frequency decreases, the meetings should be longer. 	In the face of recent budget cuts, DOE has not yet determined if it has sufficient financial resources to support another TEC meeting during FY 2008.
Negatives	
Comment	Response
<ul style="list-style-type: none"> TEC goals and objectives are unclear. 	DOE intends to assess and revise the TEC Charter and Work Plan to ensure that this comment is addressed.
<ul style="list-style-type: none"> Topic groups haven't shown enough progress or generated tangible products. 	To the extent that the Topic Groups have not made sufficient progress towards achieving their milestones, the Topic Group reorganization should address this comment.
<ul style="list-style-type: none"> DOE spends too much time talking about budget cuts. 	The impacts of the recent budget cuts on program activities are substantial, and they need to be accounted for in all planning, reporting, and outreach activities.
<ul style="list-style-type: none"> Topic group findings are not vetted by TEC members. <ul style="list-style-type: none"> Provide quicker reporting of topic group progress and results. 	<p>Topic groups are designed for in-depth input and discussion by interested parties and subject matter experts; the broader TEC has never been expected to "vet" the work of the groups. DOE will make sure the groups' products don't imply they have any broader "vetting" than the participants.</p> <p>DOE is exploring alternatives for increasing the timeliness of reporting on Topic Group performance.</p>
<ul style="list-style-type: none"> Topic groups are too large. <ul style="list-style-type: none"> Big table setup is not conducive to discussions. Topic group sessions need entirely separate rooms (no air walls). Rooms need to be adequately-sized, but not too big. 	<p>Agreed. DOE has already taken steps to pare down the size of the topic groups.</p> <p>In addition, DOE will continue to pursue a physical layout for the topic group sessions at TEC that promotes more effective discussions.</p>
<ul style="list-style-type: none"> TEC agendas appear to be unduly influenced by "special interest groups." 	DOE will continue to accommodate a balance of perspectives when organizing TEC meetings.
Suggestions	
Comment	Response
<ul style="list-style-type: none"> All topic groups need to have the goal of producing usable products. 	Agreed.
<ul style="list-style-type: none"> Move the topic group portion of the TEC meetings to the first day and general plenary sessions and topic group reporting to day 2. <ul style="list-style-type: none"> Consider having only topic group members in attendance. 	<p>Agreed.</p> <p>Promoting more focused/productive discussions within the topic groups may be achieved in a variety of ways, including reordering the meetings or holding separate meetings.</p>

Comment	Response
<ul style="list-style-type: none"> • Start the TEC meetings on the afternoon of the first day and end at mid-day on the third day. <ul style="list-style-type: none"> - Reestablish an orientation session (i.e. TEC 101) to be held the morning of the first day. 	<p>Agreed. DOE will re-institute a TEC Orientation session to be held before the next meeting.</p>
<ul style="list-style-type: none"> • Clarify the status of state and local government representatives as members of TEC. <ul style="list-style-type: none"> - Member vs. participant. 	<p>DOE would like more feedback on this question. No state or local government is a TEC member, members are organizations like the Southern States Energy Board or the National Association of Counties. Some States and local governments elect to participate at TEC meetings and that's their option, TEC meetings are open to all.</p>
<ul style="list-style-type: none"> • Consider having one of the two annual TEC meetings in Washington, DC. 	<p>Comment noted. In the face of recent budget cuts, DOE has not yet determined if it has sufficient financial resources to support another TEC meeting during FY 2008.</p>
<ul style="list-style-type: none"> • Consider having a general meeting once each year and a second separate meeting for the topic groups. 	<p>Promoting more focused/productive discussions within the topic groups may be achieved in a variety of ways, including reordering the meetings or holding separate meetings.</p>
<ul style="list-style-type: none"> • Distribute the summary of TEC meeting evaluations to attendees. <ul style="list-style-type: none"> - Implement on-line TEC meeting evaluations. 	<p>Agreed. DOE is currently evaluating options for on-line meeting evaluations.</p>
<ul style="list-style-type: none"> • Re-institute a TEC Planning Committee (composed of DOE staff and TEC members) to assist in agenda development, obtaining plenary speakers, identifying topic group leads, and maintaining and revising TEC structures. 	<p>DOE is currently evaluating options for increasing stakeholder involvement in advance planning of TEC meetings. Having external participation on the Planning Committee is a good idea.</p>
<ul style="list-style-type: none"> • Explore different ways of distributing draft documents. <ul style="list-style-type: none"> - On-line meetings - Blogs - File sharing - Other technologies. 	<p>DOE will post all meeting materials on the TEC website prior to the meetings. DOE is currently evaluating options for using alternative technologies to enhance stakeholder input.</p>
<ul style="list-style-type: none"> • Stick to scheduled start and stop times. 	<p>Comment noted.</p>
<ul style="list-style-type: none"> • Actively recruit new TEC members and new topic group members. <ul style="list-style-type: none"> - Encourage technical tribal staff participation in other topic groups. - Increase participation of subject matter experts (e.g., industry reps). - Request topic group preference on registration materials. 	<p>Comment noted.</p>
<ul style="list-style-type: none"> • Form new topic groups: <ul style="list-style-type: none"> - Communications (to cover risk and more effective outreach) - Operations - Emerging technologies - Elevate existing sub-groups. 	<p>DOE is in the process of evaluating and reorganizing the topic groups.</p>
<ul style="list-style-type: none"> • Reorganize existing topic groups. <ul style="list-style-type: none"> - Remove inactive members. - Eliminate redundant representation. 	<p>DOE is in the process of evaluating and reorganizing the topic groups.</p>

Comment	Response
<ul style="list-style-type: none"> • Institute an “open mic” session at future TEC meetings. <ul style="list-style-type: none"> - Poster session? - Should abstracts be required beforehand? - Timing - After hours? Prior to meetings? - Public hearing format. 	<p>DOE is evaluating the feasibility of instituting an open forum for presentations at TEC meetings. One possibility is to hold the session concurrently with the planned TEC 101 orientation session.</p>
<ul style="list-style-type: none"> • Increase the profile/involvement of EM in TEC. <ul style="list-style-type: none"> - Build on experience/lessons learned from on-going and planned shipping campaigns. - Other DOE organizations. 	<p>Comment noted. DOE continues to explore opportunities to increase participation in TEC across the whole Department.</p>
<ul style="list-style-type: none"> • Enhance the TEC website. <ul style="list-style-type: none"> - Archived topic group materials and presentations should be more readily accessible. - Summaries of meetings with action items need to be added to the website more expediently. - Make more current/more draft documents. - Consider use of a non-public area with password protection for file sharing, and drafts. 	<p>Comment noted. DOE will post all meeting materials on the TEC website prior to the meetings. Additional enhancements to the website are likely.</p> <p>DOE is currently evaluating options for using alternative technologies to enhance stakeholder input.</p>
<ul style="list-style-type: none"> • Consider using “free” facilitators. <ul style="list-style-type: none"> - State officials within host state agencies. - Existing DOE contractors (if qualified). 	<p>Comment noted.</p>