

Per California Code of Regulations, title 2, section 548.5, the following information will be posted to CalHR's Career Executive Assignment Action Proposals website for 30 calendar days when departments propose new CEA concepts or major revisions to existing CEA concepts. Presence of the department-submitted CEA Action Proposal information on CalHR's website does not indicate CalHR support for the proposal.

A. GENERAL INFORMATION

1. Date

12/11/2017

2. Department

California Energy Commission

3. Organizational Placement (Division/Branch/Office Name)

Executive Office

4. CEA Position Title

Energy Data and Analytics Coordinator

5. Summary of proposed position description and how it relates to the program's mission or purpose. (2-3 sentences)

Under the administrative direction of the Executive Director, the Energy Data and Analytics Coordinator, CEA (A), serves as the Assistant Executive Director and provides oversight for policies, processes and infrastructure related to improving data analytics for the energy sector. The ideal candidate should be a multidisciplinary visionary, with an excellent understanding of opportunities to improve data management and leverage analytics to refine California's energy programs and policies, while enabling the Energy Commission to more efficiently serve the public.

6. Reports to: (Class Title/Level)

Executive Directorate (Executive Director and Chief Deputy Director)

7. Relationship with Department Director (Select one)

- Member of department's Executive Management Team, and has frequent contact with director on a wide range of department-wide issues.
- Not a member of department's Executive Management Team but has frequent contact with the Executive Management Team on policy issues.

(Explain):

8. Organizational Level (Select one)

- 1st
- 2nd
- 3rd
- 4th
- 5th (mega departments only - 17,001+ allocated positions)

B. SUMMARY OF REQUEST

9. What are the duties and responsibilities of the CEA position? Be specific and provide examples.

Develop and maintain a unified energy data and analytics vision and road-map for the enterprises, including a strategy for extracting value from new sources of information. Serve as the central point of coordination and oversight for enterprise-wide data and analytics initiatives. Advocates for organizational changes required to create and sustain enterprise data and analytics capabilities. Lead the process to identify, characterize, and evaluate internal data and analytics capabilities, including cataloging and organizing existing and future information assets. Create and maintain standards for data management, governance, and analytics, consistent with applicable state policies and industry best practices. Manage a cross-disciplinary team of analysts, researchers, and technologists focused on a shared energy data mission. Partner with division management and human resources to build data and analytics talent across the enterprise.

Develop and report on advanced data metrics that track progress towards statewide energy goals and internal Energy Commission data management policies. Build and maintain external relationships with academia, industry bodies, vendors, technology analysts, and other energy data stake-holders. Partner with information security office and auditing office to ensure proper access and use of data, in compliance with Energy Commission and state policies and applicable laws. Regularly review and recommend changes to the Energy Commission's evolving data strategy.

May also represent the Energy Commission at public hearings, meetings and conferences with stakeholders, policy-makers, and the general public.

B. SUMMARY OF REQUEST (continued)

10. How critical is the program's mission or purpose to the department's mission as a whole? Include a description of the degree to which the program is critical to the department's mission.

- Program is directly related to department's primary mission and is critical to achieving the department's goals.
- Program is indirectly related to department's primary mission.
- Program plays a supporting role in achieving department's mission (i.e., budget, personnel, other admin functions).

Description: Governor Brown signed SB 350 (de Leon) and SB 802 into law in the fall of 2015. Together these bills require the Energy Commission to gather statewide energy data to improve energy forecasting. The Energy Commission will be gathering very large data sets of energy consumption in the residential, commercial and industrial sectors. One of the SB 350 goals is the doubling of energy efficiency by 2030. This will require the Energy Commission to acquire, manage and analyze large data sets. These activities add to a very large existing workload. Energy Commission staff currently acquire, manage and analyze large energy datasets. The Energy Commission currently does not have staff dedicated to an agency-wide data unit but it has become clear that it is critical that the Energy Commission do so. Much of the new data the Energy Commission will acquire is highly confidential. As a consequence, the Energy Commission must continually improve and update the physical security measures as well as the policy security measures to assure that the data remains protected.

B. SUMMARY OF REQUEST (continued)

11. Describe what has changed that makes this request necessary. Explain how the change justifies the current request. Be specific and provide examples.

As described in question 21, California recently enacted legislation that substantially increases the volume of data the Energy Commission must acquire, manage and analyze. This legislation also increases the level of analysis the Energy Commission must do to utilize that data. The Energy Commission currently does not have staff dedicated to an agency-wide data unit but it has become clear that it is critical that the Energy Commission do so.

C. ROLE IN POLICY INFLUENCE

12. Provide 3-5 specific examples of policy areas over which the CEA position will be the principle policy maker. Each example should cite a policy that would have an identifiable impact. Include a description of the statewide impact of the assigned program.

Data Management -- The Energy Commission has partnered with the Natural Resources Agency to begin to build a "data lake" where the Energy Commission's data will be housed. This activity requires technical knowledge of how databases work and how data needs to be managed before it can be "ingested" into the data lake platform. The CEA will have principle authority over this area.

Data Security -- The Energy Commission has established policies to ensure the integrity and security of data the organization manages. The CEA will have principle authority over this area.

Training -- It is critical that all Energy Commission staff remain up to date on security issues related to data management. All staff have already received training, and those staff who work with confidential data have received specialized training. This is a dynamic area and the CEA will need to keep on top of all developments in this field and make sure training continues to be adequate to the task. The CEA will have principle authority over this area.

C. ROLE IN POLICY INFLUENCE (continued)

13. What is the CEA position's scope and nature of decision-making authority?

Decisions will be made in close collaboration with the Executive Directorate. The CEA is expected to formulate policies and make decisions. The CEA will have broad decision making authority over a wide range of policy issues, in consultation with Executive Directorate. The CEA must have independent capability for the purpose of carrying out and enhancing the mission of The California Energy Commission. The CEA will represent the Energy Commission at hearings, and before the Governor's Office, the Legislature, the public, and other interested parties.

14. Will the CEA position be developing and implementing new policy, or interpreting and implementing existing policy? How?

Both. The Energy Commission has solid data management policies already in place. However, this is a dynamic field and the CEA will need to keep up with new developments and implement changes to our policy to reflect those developments. In addition, the data lake the Energy Commission is building represents new territory for both the Energy Commission and the Natural Resources Agency. Many new policies will need to be developed to assure that both agencies do an exceptional job acquiring, managing and analyzing the data.