

ANNEX XVI (2023-2025):

ALIGNING ENERGY SECURITY WITH ZERO EMISSIONS ENERGY SYSTEMS

MINUTES OF THE 95th EXECUTIVE COMMITTEE MEETING

Date: Thursday, September 26, 2024 (12:30-14:30 CET)
 Venue: Online participation only
 Online: Teams link is included in the calendar invitation
 Contacts: Kathleen Vaillancourt, (kathleen@esmia.ca), Brian Ó Gallachóir (b.ogallachoir@ucc.ie),
 George Giannakidis (ggiannakidis.gg@gmail.com)

AGENDA

<u>No.</u>	<u>ITEM</u>	<u>DOCS</u>
1.	QUORUM COUNT	
2.	ADOPTION OF THE AGENDA	
3.	MINUTES OF THE 94^e EXECUTIVE COMMITTEE	
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	6.4 Participation to ETSAP & VEDA forums	
7.	OTHER BUSINESS	
	7.1 ETSAP 96 ExCo meeting (Singapore): October 25, 2024	
	7.2 Other meetings:	
	- ETSAP Winter Workshop 2024 (Singapore): October 24-25, 2024	
	- ETSAP 97 ExCo meeting (online): March 2025 ?	
	- ETSAP 98 ExCo meeting (Nara, Japan): June 2025 ?	
	- ETSAP Summer Workshop 2025 (Nara, Japan): June 9-10, 2025 ? (IEW June 11-13, 2025)	
	7.3 Other businesses:	
	• GAMS versus Julia (new)	
	• Query regarding the €10k funding decision (new)	

Attachments

- C1 ETSAP TCP 94ExCo Meeting_Minutes Draft
- C2 Communication from the Secretariat
- C3 Request for Extension Documents
- C4 ETSAP & IETS TCP Join Workshop Proposal
- C5 Short status report from Operating Agent
- C5 Budget and Economy 2024
- C6 Organisation of ETSAP workshops
- C7 Memo on Advanced ETSAP Trainings

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1. QUORUM COUNT

As indicated in Annex 1, the ExCo meeting comprised representatives from 16 Contracting Parties, ensuring a quorum for the ExCo meeting to proceed formally. The ExCo meeting was chaired by Brian Ó Gallachóir. One additional ExCo representative also joined after the quorum count.

2. ADOPTION OF THE AGENDA

The chair introduced the draft agenda comprising 7 main items. The ExCo discussed and adopted the agenda with two additional topics:

- GAMS to Julia and negotiation with IBM, proposed by Gary Goldstein
- Expenditure decisions and the €10k limit, proposed by Anna Krook-Riekkola

3. MINUTES OF THE 93rd EXECUTIVE COMMITTEE MEETING

➤ 3.1 Minutes of the 94th Executive Committee

No substantial changes were raised and the ExCo adopted the minutes of the 94th ExCo Meeting.

➤ 3.2 Matters arising

Review of the action list (actions not listed here are covered in other sections of the agenda):

- **Working group for engagement in forums:** Limited progress, other than a few email exchanges.
- **Feasibility study to replace GAMS with Julia:** Project Head is setting up Terms of reference in line with previous ExCo discussions and decision and these will be circulated for review by the ExCo. Once finalized, they will be published to solicit offers within the maximum budget previously set aside. In addition, Olex conducted some tests with Julia, showing promising execution speed, and shared a document for review (details on GitHub: <https://github.com/olejandro/times.jl>). Finally, Gary reported challenges in engagement with IBM. He is exploring the possibility of ETSAP becoming a provider of CPLEX if Julia is adopted, with a new pricing model below current rates (i.e. with only a modest markup for ETSAP). A formal request from ETSAP to IBM may be considered once further progress is made.
- **ADVANCED version of VEDA licenses:** Contracting Parties were encouraged to try the advanced version of VEDA to explore its enhanced reporting features. Due to the lack of feedback, it will be included as an agenda item for the next meeting (during the financial discussion) to give members more time to test it.
- **Intellectual property (IP) rights in contracts:** Finland has added numerous comments requesting more information or expressing disagreement. We need proposed new wording formulations to facilitate the process. Kathleen and Tiina agreed to review the contract template together: Kathleen will add the missing information, while Tiina will propose adjustments to the IP clauses suitable for Finland. A revised version will be ready for the next meeting.
- **Annual Reports:** Minimal new information has been received. Kathleen will draft the report using existing data and send targeted requests to fill information gaps. The goal is to complete the draft before the next ExCo meeting for review.
- **Excel to Times Reader:** ETSAP has established a contract for a one-year trial on its maintenance, as agreed upon during the last ExCo meeting. The work on the project has started.
- **KAPSARC joining ETSAP:** KAPSARC has decided not to currently join ETSAP as a sponsor. Brian proposed further inquiries to understand their decision.
- **Training workshops:** Ongoing workshops in Vietnam are proceeding well.
Visibility of TIMES: Contracting Parties were encouraged to propose projects in this year's call for proposals to enhance the visibility of TIMES.
- **Transfer of Operating Agent:** Most funds are now transferred apart from funds related to some unfinished 2023 projects. Reminders will be sent to ensure project completion within the year. Switzerland asked about the possibility of extending the PSI project, but there are implications for the transfer that need to be discussed.
- **Pending fees for 2023:** France's payment for 2023 is expected soon, which was the last pending invoice.
- **Webinar series:** The series is ongoing, but no new specific topics have been planned yet.

4. IEA-ETSAP IMPLEMENTING AGREEMENT

➤ 4.1 Communication from the Secretariat

IEA (Uwe) presented recent and upcoming activities from the International Energy Agency (IEA):

- **Publications:** Recent releases include a New York Times report on COP 28 pledges. Coming publications include a new *Global Hydrogen Review* out next week, the *Renewable Markets Report* in October, followed by the *World Energy Outlook*, and the new *Energy Technology Perspectives (ETP)*, focusing on the manufacturing and trade of clean energy technologies and materials (using a new trade model).
- **CERT review process:** The Committee on Energy Research and Technology (CERT), which oversees technological innovation programs is undergoing a review to evaluate the structure of the different committees and Working Parties. A report with restructuring ideas is due by spring. A new Working Party on Industrial Decarbonization has already been created.
- **Request for extension (RfE) process:** A pilot project is in place to streamline the TCP's request for extension process. Note, this will not impact on our current ETSAP RfE process that follows the existing steps.
- **TCP Coordination Groups (2-3 TCPs):** A new round of proposals for creating new TCP Coordination Groups is open, with a deadline in mid-November. Contracting Parties are encouraged to set up national TCP coordinators and to celebrate national TCP days. A video on the CERT review process and Q&A sessions is available. There was discussion regarding a potential group on societal aspects of the energy transition, but there was insufficient bandwidth. Uwe will follow up in due course regarding the forthcoming TCP Coordinating Groups..
- **Climate Competitive Growth project:** This UK Aid-funded initiative, involving UK universities, supports clean transitions in developing countries. A capacity-building workshop on energy modeling is planned for early December. Uwe suggests waiting for more details before arranging a call to discuss potential ETSAP involvement.

a) Request for Extension (RfE)

The CERT meeting is on October 22-23, where ETSAP Chair (Brian) will present ETSAP's extension request using a finalised version of the *Strategic Communication* ppt file discussed shared with ExCo. Drafts of the *End-of-Term Report* and *Extension Questionnaire* are also ready and included in attachments. Contracting Parties are encouraged to review and provide feedback before the next meeting, as the documents need to be finalized shortly after.

➤ 4.2 Relation with IEA and other TCPs: updates

About the relationships with the TCP Coordination groups:

- **Hydrogen Coordination group:** Norway (Kari) reported minimal feedback from her submission.
- **Critical Minerals Coordination group:** James reached out to the responsible contact but was informed that there has been little activity for now; this is currently on hold.
- **Energy system flexibility:** No connection has been established with this group yet.

Brian stressed the need to stay engaged with these groups to ensure inclusion in future activities.

About the relationships with the other TCPs:

- **Bioenergy:** Finland (Tiina) mentioned the organisation of a potential joint ETSAP-Bioenergy workshop in Finland has been delayed since the next ETSAP Workshop will not be held there.
- **Industrial Energy-related Technologies and Systems (IETS):** The ExCo discussed a proposal for a joint ETSAP webinar with IETS for review. The plan is to arrange a 4-hour webinar: ETSAP teams would spend 1.5 hours discussing how they represent industrial sectors in their TIMES models, followed by IETS members sharing their modeling approaches for industries. This proposal was approved by the ExCo and several Contracting Parties expressed their interests. Formal participation calls will be made once the date is set.

➤ 4.3 ETSAP Participation and Outreach activities

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No additional items on participation and outreach were discussed.

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➤ 5.1 Short status report from Operating Agent

Communication strategies with the IEA: ETSAP OA (Kathleen) has been strengthening ETSAP's relationship with the IEA, starting with participation in webinars on communication strategies for TCP representatives and a recent one-on-one meeting to explore ways to increase ETSAP's visibility and outreach. A key takeaway is to first enhance ETSAP's website, followed by social media posts (linked to the website). The documents from the IEA's last universal meeting on website organization will be reviewed at the next ExCo meeting.

Collaboration with IRENA: The longstanding positive engagement with IRENA continues, including participation in the Clean Energy Ministerial on long-term energy scenarios (LTES). Finland (Tiina) shared insights from the recent LTES meeting representing Finland, noting a shift in discussions towards financing issues and behavioural uncertainties (beyond energy scenario modelling). There were many non-OECD country representatives interested in how they can get support for long-term energy scenario assessments (there were also presentations on LEAP).

It's crucial for ETSAP to maintain its partnership in this network, as well as with upcoming activities like the IEW in Japan, where IRENA will also be involved. Preliminary engagement with the hosts in Japan will begin to inform the ExCo decision.

➤ 5.2 Budget and Economy 2024

Incomes. We're in a good financial position for 2024.

- Invoices have been recently sent out to the Public Service of Belgium and Japan.
- Some Contracting Parties, like Korea, have faced delays in fund approvals.
- No response from Greece yet.
- France has not been contacted by the Operating Agent for 2024, since they just paid their 2023 fees.
- The Netherlands has confirmed they will not contribute this year, for the second time.
- Canada has already made its payment for 2025.

To avoid currency exchange losses, revenues from training subscription are held in PayPal (not reflected in the current financial report). Accumulated amounts will be used to pay contracts directly via PayPal.

Expenses. With no 2024 projects completed yet, expenses are limited to regular operational costs and VEDA licenses.

➤ 5.3 Status for the 2023 Annual Report

No additional items on the annual report were discussed.

➤ 5.4 Organisation of ETSAP workshops

Logistics. The ExCo discussed a proposal to adopt more formal procedures, similar to other organizations, with stricter deadlines for submitting slide decks. Sweden (Anna) expressed reservations about requiring presentations a week in advance, as last-minute updates are common, and this might limit participation. Overall, the ExCo agreed on the need for more structured logistics while preserving some flexibility. Suggestions for improvements included:

- Establishing an online upload system to streamline presentation delivery and shift responsibility to presenters, avoiding logistical issues like managing USB sticks.
- Making session chairs responsible for collecting presentations.

Topics. The proposal also suggests aligning calls for proposals more closely with Annex topics. The current format of continuous presentations was also questioned, with suggestions to incorporate panel discussions and sessions focused on methodological advances in TIMES modeling and its application in policy advisory services. Sweden

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(Anna) noted that presentations usually focus on current projects rather than pre-planned topics. She proposed including both focused and open formats to accommodate different needs. Belgium (Peter) linked the discussion to the need for more advanced TIMES training courses, suggesting they be integrated with mutual learning sessions during workshops to improve collective understanding. The ExCo agreed on specific time allocations for structured topics and open discussions, in a panel format. A further suggestion considered was to identify volunteers to lead and organize sessions to align more effectively with specific themes or methodologies.

Strategy for dissemination. Germany (Markus) suggested enhancing workshops by organizing a post-event publication, such as a special issue, to incentivize high-quality contributions and promote open-access publications. However, the initiative would require significant effort. Another suggestion from James was to record workshops and reformat them into YouTube videos and podcasts to extend discussions beyond the event and increase visibility. This approach could also encourage better preparation.

The ExCo agreed to revisit these ideas at the next meeting.

6. TOOL DEVELOPMENT & CAPACITY BUILDING

➤ 6.1 Advanced TIMES trainings

A list of topics for advanced TIMES training has been collected. The next steps agreed involve budgeting for material development and deciding on session frequency (on-demand or at regular intervals).

Topics. The topics were developed based on community input. A differentiation between technical modeling aspects and data challenges would be useful.

Format. Several suggestions were collected in terms of format for advanced trainings:

- Organising training sessions that are more dynamic, problem-solving workshops that offer real-world insights into modeling challenges.
- Seeking volunteers from the TIMES community such as experienced modelers who could share how they approached challenges in their projects (it was further suggested that ETSAP pay for their time). This hands-on experience would be more practical than simply instructing how to model.
- Exploring more interactive formats, such as webinars, where experienced modelers can share their practical experiences and lessons learned. These sessions could be recorded and made available on platforms like YouTube or podcasts to enhance accessibility and reach.
- Providing Excel sheets or Demo models that could be stored on GitHub and shared to help participants apply what they learn directly to their work.

Fees: No decision has been made on whether fees for advanced training should differ for basic trainings.

Suggestions for next steps are:

- ExCo Members are encouraged to propose topics they could contribute to through webinars, detailing their modeling experiences. ETSAP Project Head (George) will collect these topic suggestions for a pilot advanced training session.
- ExCo Members were also encouraged to submit formal proposals for advanced training sessions on specific topics that would include the development of materials. A call for proposals will be sent out shortly.

➤ 6.2 Custom TIMES training offers

No time to discuss.

➤ 6.3 TIMES Visibility (Website)

No time to discuss.

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➤ **6.4 Participation to ETSAP & VEDA forums**

No time to discuss.

7. OTHER BUSINESS

7.1 ETSAP 96 ExCo meeting

The 96th ExCo meeting in Singapore is scheduled for October 25, with the regular workshop on October 24 and 25.

7.2 Other meetings

The 97th ExCo meeting is proposed for March 2025.

Regarding the 98th ExCo meeting and Summer 2025 workshop, the ExCo will need to decide in Singapore about supporting IEW 2025 and aligning the summer workshop with the next IEW in Japan, from June 11 to 13, 2025.

7.3 Any other businesses:

- **GAMS versus Julia: IBM**

Olex provided an update on the Julia project, which originated from ETSAP forum discussions led by Will Catton in New Zealand. He adapted a prototype developed based on earlier work from Antti. It contains a basic set of TIMES equations for a small model and has been reimplemented in Julia using JuMP and is now solved using the HiGHS solver. Olex invited experts in Julia-JuMP to contribute, suggesting the project could grow through voluntary contributions.

- **Query regarding the 10k rule for expenditure agreed during an ExCo meeting**

Anna raised concerns from Sweden regarding the \$10,000 rule for budgetary decisions that can be approved during meetings (items exceeding this amount require advanced documentation for Contracting Parties' review). This rule allows for last-minute decisions when unforeseen circumstances arise. Sweden (Anna) and Norway (Kari) emphasized that the lack of advance documentation challenges preparation and informed decisions. The ExCo agreed to revisit this rule at the next meeting, including a review of past decisions made under this rule.

7. AGREED ACTIONS

➤ To do

Action list from this ExCo meeting	Owner
Coordinate a working group to discuss the creation of a structured mechanism for engagement in forums	George
Issue call for proposals to replace GAMS / CPLEX with open source alternatives	George
Present ETSAP Strategic Communication 2025-2030 to IEA CERT meeting	Brian
Issue 2024 call for proposals for collaborative ETSAP projects	Brian
Try the ADVANCED version of the VEDA license and get familiar with the reporting features before making a long-term financial commitment.	All CPs
Review three documents for ETSAP Request for Extension	All CPs
Revisit the \$10,000 rule for \$10,000 rule for budgetary decisions that can be approved during meetings.	All CPs Kari/Kathleen for review of minutes
Review intellectual property rights (IPR) clauses in contracts	Kathleen/Tiina
Finalise Annual Report 2023.	Kathleen
Request from KAPSARC more details regarding their decision not to join ETSAP	Brian
Coordinate a working group to set-up advanced trainings. Collect suggestions for a pilot advanced training session.	George / All CPs
Submit formal proposals for advanced training sessions.	All CPs
Revisit rules & ideas to refine the workshop format further.	Kathleen & All CPs
Look for an online upload system to collect presentations.	Kathleen
Engage with TCP Coordinating Groups to ensure inclusion in future activities	All CPs
Look at documents from the IEA's last universal meeting on website organization.	Kathleen
Preliminary engagement with the IEW hosts in Japan.	Brian/George/Kathleen
Consider whether ETSAP should continue to align summer workshop with IEW	All CPs

➤ Ongoing

Action list from previous ExCo meetings	Owner
Prepare and present the 'Strategic Communication 2026-2030' at a CERT meeting on October 22-23, 2024	Brian
Seek to coordinate with IEA on joint training workshops for IEA Association Countries	George / Uwe
Rising the visibility of TIMES and organize a marketing strategy	CPs to propose projects for funding related to the increase of visibility of TIMES.
ETSAP members working on industry decarbonization to increase the engagement with IETS TCP. Plan for the common workshops that were proposed in 2024. Decide a date and issue a formal calls for abstract.	Anna/Kathleen/Étienne
Finalize the process of transferring the O.A. from IFE to ESMIA (a portion of the budget remain to be transferred after all 2023 contracts are closed)	Brian/Kari/Kathleen/George

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Continue with ETSAP webinar series – ExCo members to encourage participation and to propose webinar topics to George.	George / Paul / ETSAP CP
Issue a call for proposals for a feasibility study to replace GAMS/Cplex with a max budget of \$50,000	George

➤ Done

Action list from previous ExCo meetings	Owner
New ETSAP book	Maryse – plan for launch at IEW 2024
Continue discussions on refining the contract process for sub-contractors	Kathleen/Kari/Tiina/James
Gather ideas for the RfE Strategic Work Plan	Kathleen
Engage with the Julia proposal team to discuss budget concerns and request a revised proposal for €50,000 max.	Brian/George/Kathleen
Present a review of payment history	Kathleen/Kari
Improved format and process for contracts will be updated by the new O.A. who will issue the contracts in 2024	Kathleen
Share the link for the ETSAP-TIAM documentation with all CPs for comments and inputs.	Markus
Follow up the process of Canada joining ETSAP since the invitation letters have been sent.	Brian/George
Submit a detailed proposal for study on migrating TIMES from GAMS to Julia/JuMP.	Gary and other CPs interested to participate in the process
Reserve €50k for a study on migrating TIMES from GAMS to Julia to be decided at the next 93 rd ExCo subject to approval of a detailed proposal.	Kathleen / ExCo
Annual report 2023: Send template for seeking contributions from each CP	Kathleen
Annual report 2023 – submit highlights from 2023 to Kathleen	All Contracting Parties
Plan for a training in Vietnam	George/Maurizio
Engage with interested parties to join ETSAP in Vietnam	George/Maurizio
Extend suspension of Russian Federation from participating in ETSAP TCP activities until there is a change in the circumstances that resulted in the suspension	ExCo
If there is a delay in the meeting documents, the ExCo will be informed by e-mail.	Brian
Follow up the process of KAPSARC joining ETSAP since the invitation letters have been sent.	Brian/George
Support existing ExCo members and engage with interested parties seeking to become Contracting Parties	George/Brian/Kathleen
Reach out to Olex for the Excel to Times Reader, for the initial annual budget of \$10,000.	Kathleen
Prepare three documents for RfE: 1) Strategic Communication 2) an End-of-Term Report, 3) a RfE questionnaire, and 4) a Strategic Work Plan for the next five years.	Brian/George/Kathleen
Follow up on the pending invoices for the fees of 2023	Kari/Linda

ANNEX 1: PARTICIPANTS

N.	Country	Contracting Party	Delegate	Yes	Alternate	Yes	Nominate	Yes
1	Australia	CSIRO	Mr. Luke Reedman	√o	Mr. Thomas Brinsmead		Mr. James Foster Mr. Stephen Craig	
2	Belgium	VITO/SPW/Brussels	Mr. Frank Meinke-Hubeny Ms. Martha Cadena Barros Ms. Camille Romain		Mr. Pieter Lodewijks	√o		
					Ms. Nathalie Arnould			
3	Canada	CanmetENERGY	Mr. Jocelyn Millette		Ms. Kathleen Vaillancourt		Mr. Etienne Bernier	√o
4	Denmark	ENS	Mr. Steffen Dockweiler	√o	Mr. Lars B. Termansen			
5	Finland	VTT/Business Finland	Mr. Jussi Mäkelä		Ms. Tiina Koljonen, Vice Chair	√o		
6	France	ADEME/EDMP/DGEMPEDAD	Mr. Jean-Louis Bergey		Mr. Richard Lavergne		Ms Nadia Maïzi Ms. Sandrine Selosse	√o
7	Germany	IER	Mr. Markus Blesl, Vice chair	√o	Mr. Christoph Jessen			
8	Greece	CRES	Mr. Philip Siakkis					
9	Ireland	SEAI	Mr. Brian Ó Gallachoir, Chair	√o	Padraig Daly			
10	Italy	ENEA	Ms. Maria Gaeta		Mr. Fabio Lanati	√o		
11	Japan	IEEJ	Mr. Yuhji MATSUO		Mr. Seiya Endo			
12	Kazakhstan	NURIS						
13	Korea	KEA	Mr. Kang Hoon Lee		Hye Bin Jan			
14	Netherlands	TNO	Mr. Bob van der Zwaan					
15	New Zealand	EECA	Mr. Vincent Smart				Dr Will Catton	√o
16	Norway	IFE	Ms. Kari Aamodt Espegren	√o				
17	Russia							
18	Singapore	A*STAR	Mr Jonathan (Sze Choong) Low		Mr. Tang WeyLin		Mr. Aloisius Rabata Purnama Mr. Aniq Ahsan Dr Wu Kunna	√l
19	Spain	CIEMAT	Ms. Yolanda Lechón	√o				
20	Sweden	STEM	Mr. Erik Sandberg		Mr. Erik Ahlgren			
					Ms. Anna Krook-Riekkola	√o		
21	Switzerland	PSI	Ms. Anne-Kathrin Faust		Mr. Evangelos Panos		Mr. Kannan Ramachandran	√o
22	UK	BEIS	Mr. Barry-Jon De Souza	√o	Mr. Paul Dodds Mr. Steve Pye			
23	US	DOE	Mr. Sauleh Siddiqui		Ms. Angelina LaRose	√o	Ms. Anna D. Cororaton	

Quorum count

√o = online

√p = in-person

√l = came late

ANNEX 2: OFFICERS AND GUESTS

N.	Name	Organisation	Role	Yes
1	GianCarlo Tosato	Asatrem	Previous ETSAP Project Head	
2	Uwe Remme	IEA	IEA representative	√o
3	Antti Lehtila	VTT, Finland	TIMES Maintenance	√o
4	George Giannakidis	Freelance	ETSAP Project Head	√o
5	Kathleen Vaillancourt	ESMIA	ETSAP Operating Agent	√o
6	Amit Kanudia	Kanors	VEDA License	√l
7	Maurizio Gargiulo	E4SMA	VEDA-TIMES basic trainings	√l
8	Gary Goldstein	DecisionWare	Liaison Officer	√o
9	James Glynn	CGEP – Columbia University	Expert	√o
10	Olex Balyk	CGEP – Columbia University	Expert	√o
11	Pernille Seljom	IFE	Expert	
12	Kenneth Karlsson	Energy Modelling Lab	Expert	√o
13	Maryse Labriet	ENERIS	Expert	
14	Ho Hiang Kwee	NUS	Guest from CP Singapore	
15	Xiong Jie	NUS	Guest from CP Singapore	
16	Wolter Nijs	VITO	Expert	
17	Mr. Christoph Jessen	IER	Expert	
18	Wu Kunna	??		