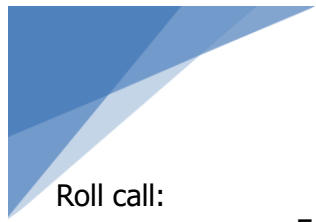




## Meeting Logistics & Information

|                     |                                        |                                                                                                                      |
|---------------------|----------------------------------------|----------------------------------------------------------------------------------------------------------------------|
| <b>Date</b>         | Wednesday, May 15 <sup>th</sup> , 2024 | <b>Attendees</b>                                                                                                     |
| <b>Time</b>         | 9:00am-11:00am                         | Betsy Ames, Keegan Ebbets, Joe Rando, Jonathan Harrison, Michael Rossi, Mike Browne, Nicole Burger, Kaitlyn Mitchell |
|                     |                                        | <b>Non-Attendees</b>                                                                                                 |
| <b>Meeting Type</b> | NEHERS Alliance – Board Meeting        | Cindy Zeis, Joel Martell                                                                                             |
| <b>Facilitator</b>  | Betsy Ames / Nicole Burger             |                                                                                                                      |

| Meeting Motions        |                                                                                                          |                                          |                                    |
|------------------------|----------------------------------------------------------------------------------------------------------|------------------------------------------|------------------------------------|
| <i><b>Motion #</b></i> | <i><b>Description</b></i>                                                                                | <i><b>Movement</b></i>                   | <i><b>Favor/Oppose/Abstain</b></i> |
| <b>1</b>               | Motion to approve April minutes                                                                          | Motion – Joe R<br>Second – Michael Rossi | 5/0/1                              |
| <b>2</b>               | Motion to approve April AP of \$14,240.23                                                                | Motion – Joe R<br>Second – Jonathan      | 6/0/0                              |
| <b>3</b>               | 5-9-24 Vote by email to pay the PSD invoice #31274 received on 4-16-24 in the amount of \$25,633.        | Motion – Jonathan<br>Second – Keegan     | 5/0/2                              |
| <b>4</b>               | Motion to adjust Betsy Ames hourly rate and change her from 1099 to a W2 beginning the close out of 5/31 | Motion – Jonathan<br>Second – Mike B     | 8/0/0                              |
| <b>5</b>               | Motion to hold off on Lindzie pay rate and W2 change until we figure out her job situation               | Motion – Michael R<br>Second – Nicole    | 6/0/0                              |
| <b>6</b>               | Motion to have SERRA do our payroll and all paperwork associated with W2 employees                       | Motion – Nicole<br>Second – Michael R    | 6/0/0                              |
| <b>7</b>               | Motion to have lawyer look at Embodied Carbon MOUs                                                       | Motion – Jonathan<br>Second – Joe        | 7/0/0                              |
| <b>8</b>               | Motion to adjourn.                                                                                       | Motion – Nicole<br>Second – Joel         | 6/0/0                              |



Roll call:

- Executive Director: Betsy Ames
- 2024 Board: Mike Browne, Nicole Burger, Keegan Ebbets, Jonathan Harrison, Joel Martell, Kaitlyn Mitchell, Joe Rando, Mike Rossi, and Cindy Zeis
- New Board Members:
- Present (quorum = 5): Mike Browne, Keegan Ebbets, Jonathan Harris, Michael Rossi, Joe Rando, Kaitlyn Mitchell
- Late: Nicole Burger, Joel Martell
- Absent: Cindy Zeis

ADMINISTRATIVE ITEMS

- Vote on minutes from April (Kaitlyn)
  - ❖ Motion to approve April minutes. Joe motions, Michael R seconds, Mike Browne abstains.
- Next board meeting switched from June 19<sup>th</sup> (Juneteenth) to June 26<sup>th</sup> from 9:00 – 11:00 AM
- Vote on AP for April (Joe)
  - ❖ Joe motions to approve AP of \$14,240.23, Jonathan Harrison seconds. Motion passes.
  - ❖ 5-9-24 Vote by email to pay the PSD invoice #31274 received on 4-16-24 in the amount of \$25,633. Motion by Jonathan, second by Keegan. 5 votes in favor, 2 abstain (Cindy and Mike Rossi)
- Switching employees to W2
- Bi-weekly payment approval process
  - Met with lawyer who told us that all essential function employees must be W2 not 1099 and that we need to pay bi-weekly.
  - Taxes will increase for NEHERS to switch to W2, so Betsy agrees to taking a lower pay rate to offset the taxes.
    - ❖ Motion to reduce Betsy Ames hourly rate and change her 1099 to a W2 beginning the close out of 5/31. Joe Rando motions, Mike Browne seconds.  
Discuss if we need to make Lindzie a W2 and change her rate or should we hold off until we know where she is moving. Agree to hold off.
    - ❖ Motion to hold off on Lindzie pay rate and W2 change until we know where she is moving. Michael Rossi motions, Nicole seconds. Motion passes.
  - hiring SERRA for issuing paperwork
  - Bi-weekly billing cycle fee for SERRA is \$92 each week or \$184 per month, includes subscription to QuickBooks, which is \$87 a month. And includes filing all the additional paperwork, like quarterly federal and state tax paperwork. If we hire them to do it monthly, they waive the \$500 set-up fee. Total is \$2392 a year.
    - ❖ Motion by Nicole to hire SERRA to do it, Michael Rossi second, passes unanimously.

TRAINING COMMITTEE (Joe)

- Debrief with PSD from Spring 2024 Training
- Summer 2024 - Site will be Newton MA
  - 13 registered – just over break even.
  - First time with 4 training courses, historically has been 3, and we broke even this time, but had a low pass rate last time so want to make sure we have a good handle on the trainings and success rate.

- May want to consider doing it not so close to the last one, can discuss spreading them out more for 2025. It's hard to get 2 in the fall, so could consider doing one in the summer, but tricky with construction season and travel.
- Implementation Grant
  - Budget sent, awaiting contract.
  - Technical Director Search update.
    - Will remain within the interview committee until an offer is accepted.
- April 2024 Mentorship Pilot Project for RFIs and Modelers
  - Currently have 4 RFI candidates regularly in class
  - Also have 1 modeler self-paced
  - Mentors are now coming to classes regularly to offer technical support.
  - Working on coordinating site visits.
    - Started with 10 students, now we have 5 due to dropouts and deferment. Solid engaged group left, regular class meeting. Mentors coming regularly to class. (THANK YOU mentors!)
    - Up to the point where they will be doing field work/job shadowing and the CAZ

#### STANDARDS (Cindy) - TABLED

- RESNET/ANSI Standards for Public Comment:
  - [Draft PDS-01, RESNET/ICC 380-202x Update \(Comment opens April 26, 2024\)](#)
  - [Draft PDS-02, RESNET/ICC 301-2022 Update Addendum C-202x \(Opens May 3, 2024\)](#)
  - [Draft PDS-01, RESNET/ICC 301-2022 Update Addendum F-202x \(Opens May 3, 2024\)](#)
- ENERGY STAR – [Round 2 of QAQC Stakeholder Feedback](#) (Closes May 10th)
- Ekotrope – Update on premium reports dashboard/activity

#### QAD (Jonathan)

- April QAD meeting was canceled
- Next meeting: May 23<sup>rd</sup> at 9:00 AM
- Had webinar about RESNET sampling changes, but next meeting coming up.

#### WEBINARS (Keegan)

- 2023
  - ~~January 24th: Timber HP (Sponsor)~~
    - Registered: 37/ Attended: 18 Overall Satisfaction: 4.78/5
  - ~~February 21st: (Skip)~~
  - ~~March 13th: Electrification in MA – the 1,000,000 Home Challenge Revisited – Mike Duels~~
    - Registered: 34/ Attended: 20 Overall Satisfaction: 4.79/5
  - ~~April 10th: PHIUS Prescriptive Path – Isaac Elnecave and Tony Lisanti~~
    - Registered: 36/ Attended: 19 Overall Satisfaction: 4.71/5
  - ~~May 8th: Your Voice Matters – Cindy Zeis~~
    - Registered: 12/ Attended: 4 Overall Satisfaction: 5/5
  - June: ??? RESNET said no for coming to talk about the sampling changes because they are doing it on their end so we publicized their webinar but are still searching for June.
  - July17: PHIUS Multi-Family - Isaac Elnecave and Tony Lisanti
  - August: (skip)



- **September: Retrotec**
- **October:**
- **November:**
- **December:**

#### MEMBERSHIP AND COMMUNICATIONS (Cindy)

- Next up – Half-off membership in July.

#### ENERGY CODES (Michael R)

- National Energy Codes Conference
  - Attended the Energy Good Conference in Sacramento, good discussions.
  - National Energy Code Collaborative (NECC), funded by bi-partisan infrastructure law working to foster good collaboration for code adoption nationwide is looking for members, Michael thinks NEHERS should join <https://www.aceee.org/codes>
    - Michael will check on pricing.

#### EMBODIED CARBON (Nicole)

- No meeting in May
- MOU/ SOWs:
  - Executive committee was considering whether to run these by an attorney before signing, does the board want them reviewed first?:
    - Ekotrope: Received
    - Stephens and Company: Received
    - BEAM: Received
    - NMR: Received
  - Have received all of them, should we have MOUs looked at by an attorney?
    - Ekotrope is giving us the line of code that exports the API data from Ekotrope after finishing up thru 100 homes study, will support maintenance for 6 months after the study. Question about how to update it after that if needed.
    - BEAM is retaining rights to their spreadsheet to receive the Ekotrope API data.
    - If this process is used by anyone else, as Andy pointed out, the DOER may want to use it to incentivize EC for MA state programs, we may want the language reviewed by an attorney to ensure that we are fairly compensated for our part of the process.
    - ❖ Motion to have lawyer look at MOUs, Jonathan motions, Joe Rando seconds. Motion passes.
    - ❖ Motion to end the meeting by Nicole, second by Joel. Motion passes unanimously.