# Meeting Logistics & Information

<table>
<thead>
<tr>
<th>Date</th>
<th>Tuesday – December 19, 2017</th>
<th>Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Time</td>
<td>1:00 – 3:00 PM</td>
<td>Tony Lisanti, Peter Hubbe, Frank Swol, Doug McCleery, Emelie Cuppernell,</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Bruce Bennett, Mike Browne, Betsy Ames, Nick Jones, Rick Wertheim</td>
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<table>
<thead>
<tr>
<th>Non-Attendees</th>
<th>NEHERS Alliance – Board Meeting</th>
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</thead>
<tbody>
<tr>
<td>Facilitator</td>
<td>Emelie Cuppernell</td>
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| Special Guests | None                  |

| Web Link       | https://global.gotomeeting.com/join/122221509 |

## Meeting Motions

<table>
<thead>
<tr>
<th>Motion #</th>
<th>Description</th>
<th>Motion Movement</th>
<th>Favor/Oppose/Abstain</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Motion to approve of November Board minutes</td>
<td>Moved by Emelie Cuppernell, Seconded by Nick Jones</td>
<td>11/0/0</td>
</tr>
<tr>
<td>2</td>
<td>Motion to approve accounts payable for month of November</td>
<td>Moved by Frank Swol, Seconded by Nick Jones</td>
<td>11/0/0</td>
</tr>
<tr>
<td>3</td>
<td>Motion to adjourn meeting</td>
<td>Moved by Emelie Cuppernell, Seconded by Doug McCleery</td>
<td>11/0/0</td>
</tr>
</tbody>
</table>
Discussion

Announcements/Reminders:
- **Announcements** – No new announcements
- RESNET Board Elections
- Mark N, Jenn P, Mark H – Frank checked with a company, needs language for standard board member
- Greenbuild
  - How was this?
  - Did we get many registrants?

Announcements/Reminders (Action Items)
- **Action Item 1** – Figure out what we want to do with refunds for people who no longer want to take HERS test
- **Action Item 2** – Frank to follow up on plaque obtainment w/ new logo and design
- **Action Item 3** – Explore potential for giving all retirees/previous board members a complimentary membership

Secretary’s Report (Nick Jones)
- **Motion 1:** Approval of November board minutes

Treasurer’s Report (Mark Newey, Frank Swol)
- **Topic 1:** Financial update
  - November Accounts Payable
  - Compilation report
    - Review of compilation report
  - Net income is down about $300 (Year-Over-Year)
- **Topic 2:** Closing of Old Bank Account
  - Betsy added to People’s United Account – Done
  - Debit card for Betsy – Done
  - Movement of Chase money to People’s United Account – Pending
    - Jenn has submitted notarized paperwork to close Chase account
    - Jenn will send to Frank once she gets that and the Frank can deposit funds
  - Can have up to 6 signers for account for NEHERS Alliance
    - Currently we only have 2
  - Can have only one user for online account access
- **Topic 3:** Treasurer Meeting
  - Frank to meet with Peter Harding
    - Peter agreed to help out with report
    - Will have a more streamlined process for next treasurer
  - Need to review topics including: Accounts payable, check writing, spreadsheet record of expenses paid, check depositing, review of financial results
- **Topic 4:** RESNET Refund Letter
  - What refunds do we offer?
    - Proctoring
    - Test Set-Up
    - Webinar
- **Motion 2:** Approval of November accounts payable

Treasurer’s Report (Action Items)
- **Action Item 1:** Need to check base with RESNET to see if they are going to refund us; Need to figure out/ask what RESNET will refund us for and write letter to RESNET for refund request
Nominations Committee (Tony Lisanti, Emelie Cuppernell, Mike Browne, Bruce Bennett, Peter Hubbe)

- Betsy and Peter H approved as committee inspectors
- Nominations results

<table>
<thead>
<tr>
<th>Member Category</th>
<th>Incumbent</th>
<th>Running</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate</td>
<td>Nick Jones*</td>
<td>Rob Salcido (Ekotrope)</td>
</tr>
<tr>
<td>Rating Provider</td>
<td>Doug McCleery*</td>
<td>Leslie Badger (VEIC)</td>
</tr>
<tr>
<td></td>
<td>Frank Swol*</td>
<td></td>
</tr>
</tbody>
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* Winner in category
** Tied in category

- Voting closed December 14th at 5:00 PM
- Tie in the Rater category
  - How do we want to handle this?
- Nothing in the bylaws about this
  - Re-vote?
  - Board vote?

Standard’s Committee (Doug McCleery, Rick Wertheim)

- Update from Standard’s Committee
  - Met on December 12 and discussed range of topics
    - Several communications coming back from RESNET on water rating programs
    - Request for comments on solid state lighting
    - 380 standard for testing – Currently open for comments
      - Also reviewed RESNET webinar for Standard 380
      - S.C. circulated slide deck and recording link
    - Talked about water heating UAF factor
    - Talked about revised rating fee structure
      - Comes into play in Jan for MF units
      - Reduces the fee, but have to let RESNET know which units were MF so they can adjust pricing
  - RESNET has appointed another member to the Board for the HERS H20 process. This member is not a Rater or Provider, but another builder.
    - Concern is that there will be a dilution of focus from that of an organization by and for Raters & Providers, to that of high volume builders
  - EMPRESS Initiative through
    - Standard’s Committee has issued comments on 3 occasions:
      - To Steve Baden
      - QA training and financial separation
      - Issued comments on solid state lighting
  - 1 comment left that is open
    - Revision from RESNET Standard 380
      - Air sealing/testing of HVAC systems/airflow of mechanical ventilation systems
      - Open until Jan 8th
        - Will be before S.C.’s next meeting
        - Doug to circulate comments on this to get consensus
      - Confusion from the Jan 1 draft around Standard 380
  - S.C. considering making comments on air sealing section and in MF sections
Standard’s Committee (Action Items)
- **Action Item 1:** Doug to finalize comments and submit to RESNET

Training Management (Bruce Bennett)
- Sept 11-22 Online (PSD) / October 2-6 Classroom (Manchester, NH) (PSD)
  - 11 online, 10 in field
  - Completed - $3,454.26 (Profit)
- Winter 2018 classroom training awarded to the BER, for Jan 22 – Feb 2 for online and Feb 12-16 for classroom in Springfield, MA
  - 10 registrants to date
- Spring 2018 RFP awarded to PSD
  - Will be held in CT
- Online training RFP going out in Winter 2018
- Owning our curriculum – Committee will be looking into the specifics of how much curriculum is involved in the classroom portion of the training
- Doug McCleery comment – Present this to companies that bid on the trainings and members of NEHERS who have a training credential and aren’t actively training to see if there is something that could work here
  - Get feedback on what model might work in terms of training

Training Management Committee (Action Items)
- **Action Item 1:** How can we get more people/companies to bid on trainings?
- **Action Item 2:** Poll members to see how they would like to see bidding done for training
- **Action Item 3** Order more Krigger books

Manual (Mike Browne)
- Looking to get a parallel section in the manual for Ekotrope
  - Need to write software instructions for REM/Rate software instructions
  - Ekotrope made an associate member for access to manual
  - Made them an associate member for access to manual

Professional Development (Frank Swol)
- Mike Brown did October webinar
  - Feedback – Webinar went okay (had some technical difficulties)
  - Betsy has not yet heard back about RESNET credits
- November
  - If we have a BASF training, we are not going to do one on the Wed before Thanksgiving
- December
  - *Meet the Candidate* – Typically doesn’t go very well
  - *Overview of ENERGY STAR® & RESNET Board Meeting*

Professional Development – Calendar of Events
- **January** No Webinar
- **February 8th 3-5pm** RESNET Practical Simulation Exam Prep and Overview
- **March 8th 3:30-5pm (Jen)** Brief overview of Programs throughout NE
- **April**
  - April 5th Practical Simulation
  - April 12th Peter Hubbe – Smart Devices
- **May 24th** Liang Gwee, Owens Corning Insulating Systems, LLC
- **June 29th** Grade I Insulation Installation: Why Builders Should Care with Jordan Doria of NAIMA/Insulation Institute
July 19th — Impact of Moisture Infiltration and Ventilation in the Northeast — with Doug McCleery of MaGrann Associates

August — Skip

September — Chris McTaggart — Unified Energy Factor, inputting mechanical data. (In response to Kevin Hanlon’s request) NOTE: we will begin at 3 pm, not 3:30 pm on Weds, Sept 20th.

October — Mike Browne — some sort of prelude to the GreenBuild conference

November 29th — BASF — Frank moderating

December 13th — Meet the Candidate + overview of ES meeting and RESNET Board meeting (Ben Adams?)

Doug, Frank, Nick

January —

February —

Other Ideas:
- RESNET MF SC (late 2017) — Emelie asking Gayathri about January 2018
- Bill Sphoon said he would do another one
- NEHERS Survey on NE Programs — PSD

Membership/Communications — Emelie Cuppernell, Betsy Ames
- Membership renewals in process
- Betsy looking at independent trainer and sponsor lists

Membership/Communications (Action Items)
- Action Item 1 — Emelie to reach out to program members who have not signed up to invite them to sign up again

Energy Code Committee — Peter Hubbe
- December 7th — 11:00 AM

Other Business
- Political Climate
- NASEO — EMPRESS Initiative
  - What should we be concerned about with this?
  - Nick to send EMPRESS slide deck to group

Motion to Adjourn
- Motion 3 — Motion to adjourn meeting