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MINUTES

GRASSROOTS GOVERNMENT AFFAIRS COMMITTEE AND SUBCOMMITTEES Friday and Saturday, June 26-27, 2015

Atlanta Hilton, 255 Courtland Street, NE, Atlanta, Georgia

**GGAC – Friday, June 26, 2015 – 9:00-10:30 am; 1:00-2:45 pm
Room 204 (2)**

**Saturday, June 27, 2015 – 8:00 am-1:00 pm
Pavilion 4 (2)**

GGAC MEMBERS PRESENT:

Bert Phillips, Chair
Rob Craddock, First Vice Chair
Keith Reihl, Second Vice Chair
Dru Crawley, Communications Coordinator (also
Advocacy)
Charlie Culp, ExO
David Underwood, CO
Bill Dietrich, Consultant
Doug Cochrane
Dunstan Macauley
Bryan Lampley
Sonya Pouncy
Kelly Crow
Chad Moore
Dan Merkel
Mark Bender
Jeff Hurd
Scott Seigel
Ng Yong Kong
Ahmed Alaa Eldin Mohamed

ADVOCACY MEMBERS PRESENT:

Tom Watson, Chair
Tim Wentz, Vice Chair
Steve Kennedy
Cesar Lim
Ross Montgomery
Jim Wolf

GGAC MEMBERS ABSENT:

Rich Vehlow
Brian Lynch



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STAFF PRESENT:

Jim Scarborough, Staff Liaison
Mark Ames
Lilas Pratt

GUESTS PRESENT:

Karim Amrane
Bill Bahnfleth
Erich Binder
Nate Boyd
Bonita Culp
Amy Dzura
Ron Gagnon
Chuck Gullede
Art Hallstrom
Patrick Keal
Lindsey King
Vorasen Leewattanakit
Kevin Marple
Henry Misuriello
Vikram Murthy
Tom Phoenix
Chad Powell
Larry Spielvogel
Jon Symko
Edward Tsui
Bill Walter
Mike Witkowski

CALL TO ORDER AND ROLL CALL

Mr. Phillips called the meeting to order at 9:01 am. He welcomed all the members and guests. Everyone in the room introduced him/herself.

REVIEW OF AGENDA

The agenda was accepted as written.

APPROVAL OF MINUTES FROM MAY 19, 2015 CONFERENCE CALL

Mr. Craddock moved and Dr. Mohamad seconded approval of the minutes as written.

MOTION PASSED 10-0-1 CNV



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REVIEW OF OUTSTANDING ACTION ITEMS

There was one outstanding Action Item. The report on this item from Dr. Mohamed is attached. Ms. Pratt noted that there are no courses on bEQ but everything anyone needs to know is online on the ASHRAE website at www.buildingenergyquotient.org.

REPORT FROM ExO

Mr. Culp had no report at this time.

GOVERNMENT AFFAIRS OFFICE REPORT

Mr. Ames and Mr. Scarborough made the GA Office staff report which is attached.

A. PRESENTATION ON NEW GOVERNMENT AFFAIRS SOFTWARE

Mr. Ames and Mr. Scarborough made a PPT presentation on the new software which is attached.

REVIEW OF MBOS AND PUBLIC POLICY PRIORITIES

Mr. Phillips said he would return to MBOs and PPPs this afternoon.

DINNER ARRANGEMENTS

Mr. Lampley reviewed the dinner arrangements for this evening, which is at Pittypat's Porch.

REVIEW OF SUBCOMMITTEE AGENDAS

The Subcommittee Agendas were accepted as written.

BREAK FOR SUBCOMMITTEE MEETINGS AND LUNCH

MEMBER SERVICES SUBCOMMITTEE REPORT

Mr. Reihl reported on the Member Services Subcommittee meeting. Recommendation from the Subcommittee to change the name of the Award to reflect the change of name of the Committee. There was also recommendation to pay transportation for the Award recipient.

Mr. Reihl reported that the Subcommittee moved to recommend changing the name of the Award from the Government Activities Award to the Grassroots Government Advocacy Award to reflect the name of the new Committee. This comes as a motion from the subcommittee and does not need a second here.

Chairman Phillips requested staff create a tutorial to post online on how to use the new software.



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MOTION PASSES: 11-0-0 CNV

Mr. Reihl reported that a second motion from the Subcommittee is to provide transportation reimbursement for the Award recipient according to ASHRAE policy. This comes as a motion from the subcommittee and does not need a second here.

MOTION PASSES: 12-0-0 CNV

Also from this subcommittee came the idea that the new legislative action network software be used to help provide members with statements approved by ASHRAE that members could send with their letters/communications with elected officials. These letters could state that the author of the letter is an ASHRAE member and they are writing in support of the attached statement. This could help cut down on confusion about what Chapters or members can say on behalf of ASHRAE.

OPERATIONS SUBCOMMITTEE REPORT

Mr. Craddock reported on the Operations Subcommittee meeting. The idea of having a shared calendar for staff and GGAC members to help coordinate advocacy activities was discussed.

The Subcommittee also discussed the possibility that, when members renew online or on paper renewal forms, can a box be added to the membership form so members can identify if they are now or ever have been an elected or appointed government official. This will go to Members Council as a recommendation and to IT.

There was also discussion about having articles in the *Journal* and in *Insights* about government affairs activities. The first would be to publish on what the DC office does. Mr. Lampley asked if there could be an issue of the *Journal* targeted directly at Code Officials and sent to the Code Officials free of charge which would also include information on the work of ASHRAE's Government Affairs Office. Then we could have something to offer these officials. The subcommittee also is recommending a yearly communications plan which would be the responsibility of the Communications Coordinator to implement.

Mr. Craddock also presented recommendations from the subcommittee on the membership of the new Committee regarding the Council Chairs serving on the new GGAC. The motion is that the ROB be changed ultimately (with a waiver this year) to allow the Chair's designee to participate. Then the MOP can be changed this year to accommodate that and a motion will go forward for next year to change the ROB which would happen in the next Society year. This comes forward as a motion from the subcommittee and does not need a second here.

MOTION PASSES: 12-0-0 CNV



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**FULL COMMITTEE DISCUSSION AND RESOLUTION OF ANY SUBCOMMITTEE
MOTIONS AND ACTIONS**

See above.

FINAL REPORT ON MERGER OF ADVOCACY COMMITTEE AND GGAC

The merger is mostly complete and will be in place as of July 1, 2015. Mr. Phillips will ask Mr. Watson to make any final comments this afternoon in Advocacy.

Mr. Phillips gave his final report on the MBOs and the PPPs for GGAC which he had postponed this morning. There was significant discussion about some of the points.

Mr. Phillips recognized Dr. Mohamed to give his Regional Report since he is unable to be here tomorrow (see attached).

REMINDER ON DINNER ARRANGEMENTS

Reminder that we will meet in the lobby at 6:30 pm to go to dinner.

ADJOURN TO ADVOCACY COMMITTEE MEETING

Chairman Phillips adjourned the meeting at 2:23 pm.



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GGAC – Saturday, June 27, 2015
8:00 am – 1:00 pm
Pavilion 4 (2)

CALL TO ORDER AND ROLL CALL

Chairman Phillips called the meeting to order at 8:05 am. He allowed everyone to introduce him/herself.

REVIEW OF AGENDA

The agenda was accepted as written.

REPORTS FROM REGIONAL VICE CHAIRS

Mr. Lampley reported for Region IV. He indicated the second year turned out to be a bit more challenging than the first year. LEED seems to be a big issue in all three states in this Region. He felt the high point was last year's CRC. He said everyone there had come back and used the GGAC portion as a true workshop that went 90 minutes over the allotted time since there was so much discussion. He did indicate that benchmarking was not a big hit with this group since ASHRAE seems to lack marketing for our product.

Mr. Hurd reported for Region XI. He said they had 23 attendees at the GGAC session of the CRC. A lot of the information he has to send out is US based even though he has a large section of Canada in his region. He even furnishes the weekly legislation updates from Mr. Scarborough to the Canadians so they have this as information.

Ms. Pouncy reported for Region V. Five people attended GGAC training at the CRC to help establish GGAC in their Chapters. Quite a bit going on regarding code issues. Michigan is considering moving to ASHRAE Standard 90.1-2013. A lot of outreach is occurring to code officials to do training on several ASHRAE Standards and to find out what their needs are. There was some discussion about employers not providing enough time off for employees to participate in projects.

Mr. Macauley reported for Region IV. Six of the 12 Chapters have GGAC Chairs. One the larger Chapters lost its Chair half-way through the year due to an employment change and the Chapter never replaced that Chair. There were a number of opportunities in the Region. Some of the counties around DC have implemented or are considering implementing benchmarking. Montgomery County, MD in particular moved forward. There was a letter-writing campaign to have ASHRAE Standard 189.1 included as an alternate path to the IgCC. They also had success in having some ASHRAE certifications listed as approved professionals to conduct the benchmarking. Upcoming is a meeting with the University of Maryland to present bEQ.

Mr. Cochrane gave his report for Region II. This is an all Canadian region. All Chapters have GGAC Chairs though there were some who never reported to him. One of his big emphases is



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making sure all the Chapters are working together on shared interests. The most difficult issue is Chapters having a GGAC Chair in name only.

Mr. Bender reported for Region X. There is a wide range of size in Chapters and some of the smaller Chapters have difficulty having people even as officers. Last year's CRC was in Hawaii so there was had good attendance. The Arizona Chapters have been very active, hosting a Day on the Hill and becoming involved with several pieces of legislation in the Arizona General Assembly. Two Chapters in Nevada now have GGAC Chairs and he is working with them to become more involved. California is particularly challenging with eight Chapters.

Mr. Moore reported for Region VII. The WV and MS Chapters have now trained over 1,000 people on building codes. WV has done a great job in promoting bEQ and energy disclosure. Two buildings have been submitted for bEQ in the Region with the one in WV having already received its score. This Region has a GGAC Award nomination to make this year. They have established a Regional Priorities Spreadsheet so that all the Chapters know what the other Chapters are working on. The weekly legislation update from staff has been very well received by the Chapters.

Mr. Merkel presented for Region VIII. Fifteen Chapters are in this Region, three of which are in Mexico. Oklahoma Chapters have been very active, holding a Day on the Hill and one Chapter hosting the state's first Secretary of Energy and the Environment as a guest speaker. The Chapters in Texas are considering organizing a Day on the Hill. This year's CRC in April had good attendance with representatives from each state in attendance. The weekly legislation reports have been well received and motivational in the Chapters.

Mr. Crow reported for Region VI. Five of the ten Chapters have GGAC Chairs. The CRC this Spring had low attendance. The City of Chicago now has its first year of benchmarking results available. The weekly legislation updates have proven to be motivational for the Chapters.

Mr. Ng presented for Region XIII (report attached). Six of the seven Chapters have GGAC Chairs. Region XIII has two new Chapters, one in Japan and one in South Korea. There are now nine Chapters in nine countries: Hong Kong, Singapore, Malaysia, Taiwan, Philippines, Thailand, Indonesia, Japan, and South Korea. The Malaysia Chapter has bought office space and is now renovating that space for use for meetings and other activities. This could be a revenue producing site if the Chapter rents out space for meetings to other groups as well as holding seminars there.

Mr. Seigel presented for Region XII (report attached). This Chapter is Central Florida and South America. There are seven Chapters in Central Florida and five in South America. Costa Rica and Panama have sections. Eleven of the 12 Chapters have GGAC Chairs now. The Region hosts quarterly conference calls for the Chapters.

Mr. Montgomery, chair of the bEQ Committee, asked for a few minutes. He said he heard concerns about bEQ in the Regional reports and he wanted everyone to know the bEQ Committee hears these concerns and is working hard to address them. bEQ will continue to be



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free through at least January 2016. About 30 bEQ submissions have been made to ASHRAE now. This is still in its infancy. Mr. Ng suggested that Mr. Montgomery approach the World Green Building Council and ask for time on their program to present on bEQ.

RENAMING THE GOVERNMENT ACTIVITIES AWARD

This issue was resolved yesterday in Subcommittee.

NEW MEMBER ORIENTATION (10:00 AM – NOON)

Incoming Chairman Bahnfleth presented the New Member Orientation, which is attached. Committee members had various comments about proposed MBOs and PPPs. Mr. Bahnfleth asked that Committee members review these and send him any comments or suggestions. Mr. Bahnfleth has also sent an email to the Executive Subcommittee on who can speak for ASHRAE. This information is attached to these minutes.

STRATEGIES AND DIRECTION FOR NEW COMMITTEE

This was discussed in the Advocacy Committee yesterday. Chairman Phillips asked if anyone in the room has any persistent ideas to share with new Chair Bahnfleth. Mr. Montgomery raised the issue of governments outside of the United States. He wanted to know how we gain information about how to reach these non-US governments. Mr. Macauley wants to see a formal program developed for code training that can be developed and provided to the Chapters for the states. Chairman Phillips reminded everyone of ASHRAE's Distinguished Lecturer program where ASHRAE helps with transportation costs for the DLs. Ms. Pouncy reminded everyone that the presentations should allow for adaptation depending on the jurisdiction. Mr. Ames reminded the Committee that the Government Affairs office in DC is glad to help with embassies and consulates. Mr. Scarborough reminded the group that free copies of ASHRAE Standards can be provided to code officials and others in various jurisdictions for free upon request. ASHRAE does have a policy in place that allows this.

COMMUNICATION STRATEGIES AND OPPORTUNITIES

Ideas about communications should be sent to Mr. Murthy, incoming Communications Coordinator.

A. COORDINATION OF PUBLICATIONS

This is a discussion that will continue with the new GGAC.

INTERNATIONAL ACTIVITIES/OPPORTUNITIES

Issues outside the US should be forwarded to incoming Chairman Bahnfleth.



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IDENTIFY PRIORITY ISSUES FOR CHAPTERS TO FOCUS ON IN THE NEAR FUTURE

These should be forwarded to incoming Chairman Bahnfleth.

PARTING SHOTS ROUNDTABLE

Chairman Phillips gave the members one minute each to share any last thoughts.

RECOGNITION OF OUTGOING COMMITTEE MEMBERS

Chairman Phillips distributed Certificates of Recognition to all Committee members. Mr. Craddock asked Mr. Scarborough to check with ASHRAE staff about ordering names tags for all Committee members.

OTHER BUSINESS

A. CONFERENCE CALL ON GOVERNMENT AFFAIRS ISSUES IN CANADA

This occurred yesterday.

B. PRESIDENTIAL THANK YOU LETTER FOR SERVING

A letter can be requested from the ASHRAE office.

NEXT COMMITTEE CONFERENCE CALL

TBA

PASSING OF THE GAVEL

Chairman Phillips took the opportunity to pass the gavel to incoming Chair Bahnfleth. He made a few comments about his work with this Committee over the past two years. He said that, in ASHRAE, he always feels like he's working with the right people both members and volunteers. Mr. Bahnfleth thanked both Mr. Phillips and Mr. Watson for their great efforts. He also referenced Jeff Gatlin, an original inspiration for this committee, who is unable to be at this meeting. Mr. Phillips also thanked Mr. Ames and Mr. Scarborough for their efforts on the staff level. Mr. Scarborough and Mr. Ames presented small gifts to Chairs Phillips and Watson.

ADJOURN

Chairman Phillips adjourned the meeting at 12:46 pm.



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Executive Subcommittee – Friday, June 26, 2015
8:00 am – 8:45 am
Room 204 (2)

MEMBERS PRESENT: Bert Phillips
Rob Craddock
Keith Reihl
Charlie Culp
Tom Watson
Bill Bahnfleth
Tom Phoenix
Vikram Murthy
Chuck Gulledge
David Underwood

MEMBERS ABSENT: Tim Wentz
Dru Crawley

GUESTS PRESENT: Henry Misuriello
Steve Kennedy
Ahmed Alaa Eldin Mohamad
Vorasen Leewattanakit
Scott Seigel
Chad Powell
Lindsey King
Bonita Culp

STAFF PRESENT: Jim Scarborough, Staff Liaison
Mark Ames
Steve Comstock

CALL TO ORDER

The Meeting was called to order by Chairman Phillips at 8:10 am.

Chairman Phillips recognized Henry Misuriello with ACEEE. Mr. Misuriello is requesting that this Committee get the new changes to 90.1 into IeCC and then promote this by going to local Councils of Government. This would be of help if ASHRAE members would help arrange these meetings. He would like to return in January and June for updates. Mr. Reihl asked if they are talking to the local REOs. Mr. Misuriello said yes.

APPROVAL OF THE MINUTES OF JUNE 15, 2015 CONFERENCE CALL

Mr. Craddock moved and Mr. Reihl seconded approval of the Minutes as written.



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MOTION PASSED 3-0-0

The Subcommittee went into Executive Session.

WRAP UP ITEMS FROM CONSOLIDATION OF TWO COMMITTEES

Mr. Bahnfleth talked about his observations regarding the new Committee. Mr. Phoenix provided some history of the creation of the new Committee from the Advocacy and GGAC. In the case of the chairs of the three Standing Councils, it is suggested that a waiver be given to these persons to appoint a representative or official liaison to the new GGAC. Mr. Phillips will make this request to the Members Council on Tuesday morning.

Mr. Bahnfleth discussed the new schedule. His current thinking is that the Subcommittees will meet on Friday and the full Committee will meet on Saturday.

UPDATE ON ACTION ITEMS

Mr. Scarborough reported that the Administrative Services department of ASHRAE had pulled together a list of all the Canadians who have held various positions in the organization since 1987, which is as far back as they can check. There were over 500 individuals from Canada who have served in over 5,000 positions (committees, TCs, BOD, etc.). There was discussion about how best to move forward on work with Canada. This report in an Excel Spreadsheet is attached.

ADJOURN

Mr. Phillips adjourned the meeting at 8:50 am.



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GGAC Member Services Subcommittee – Friday, June 26, 2015
10:45 – 11:45 am
Room 204 (2)

SUBCOMMITTEE MEMBERS PRESENT: Bryan Lampley
Dan Merkel
Doug Cochrane
Jeff Hurd
Bert Phillips
Ng Yong Kong
Kelly Crow
Mark Bender

STAFF PRESENT: Jim Scarborough

CALL TO ORDER AND ROLL CALL

Subcommittee Chairman Reihl called the meeting to order at 10:45 am.

REVIEW OF SUBCOMMITTEE AGENDA

The Subcommittee Agenda was accepted as written.

REVIEW OF ANY SUBCOMMITTEE ACTION ITEMS

There were no outstanding Action Items for this Subcommittee.

HONORS AND AWARDS – THE GOVERNMENT ACTIVITIES AWARD

A. SHOULD THE NAME BE CHANGED TO THE GOVERNMENT ADVOCACY AWARD?

There was discussion about either leaving the name as it is or changing it to Grassroots Government Advocacy Award to match the name of the new Committee.

Mr. Lampley moved and Mr. Crow seconded recommending changing the name of the Government Activities Award to the Grassroots Government Advocacy Award to match the name of the new Committee.

MOTION PASSED 4-0-1 CNV

B. SHOULD GGAC PAY FOR TRAVEL FOR AWARD RECIPIENT?

Mr. Bender moved and Mr. Crow seconded recommending paying transportation expenses for the Award recipient.



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MOTION PASSED 5-0-0 CNV

OTHER BUSINESS

The Subcommittee would like training on the bill tracking and legislative action network software to be developed and placed on the website. This training would be reviewed by the GGAC Executive Subcommittee before posting. This task was assigned to Mr. Scarborough and Mr. Ames.

NEXT SUBCOMMITTEE CONFERENCE CALL

There will be no further meeting of this Subcommittee due to the change in the Committee structure.

ADJOURN

Chairman Reihl adjourned the meeting at 10:25 am.



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GGAC Operations Subcommittee – Friday, June 26, 2015
10:45 – 11:45 am
Room 206 (2)

SUBCOMMITTEE MEMBERS PRESENT: Rob Craddock, Chair
Sonya Pouncy
Dunstan Macauley
Ahmed Alaa Eldin Mohamed
Bert Phillips
Chad Moore

SUBCOMMITTEE MEMBERS ABSENT: Rich Vehlow
Brian Lynch

STAFF PRESENT: Mark Ames

GUESTS PRESENT: Nate Boyd
Tom Watson
Mike Witkowski

CALL TO ORDER AND ROLL CALL

Mr. Craddock called the meeting to order at 10:45 am.

REVIEW OF SUBCOMMITTEE AGENDA

The Agenda was accepted as written.

REVIEW OF ANY SUBCOMMITTEE ACTION ITEMS

There were no Action Items for this Subcommittee.

PAOE POINTS REVIEW

The Subcommittee made no recommendations for changes to the coming year's PAOE points.

WEBSITE AND COMMUNICATIONS IDEAS

It was recommended that staff create a PowerPoint to post on the website on the new legislative action network software.

It was also recommended that the staff investigate the possibility of having an online shared calendar so Chapters can post upcoming GGAC activities.



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IDEAS FOR NEWSLETTERS OR JOURNAL ARTICLES

There was discussion about a forum for Action Alerts sent out by the Washington office.

It was suggested that the *Journal* and/or *Insights* be contacted about running articles on government affairs activities and codes. This will be passed on to PubEd Council for consideration.

OTHER BUSINESS

In other business, Mr. Macauley moved and Ms. Pouncy seconded a motion that the ROB be changed ultimately (with a waiver this year) to allow the Council Chair's designee to participate as the member of the new Grassroots Government Activities Committee.

With this change, the MOP can be revised this year to accommodate that and a motion will go forward for next year to change the ROB which would happen in the next Society year.

MOTION PASSED: 5-0-0 CNV

NEXT SUBCOMMITTEE CONFERENCE CALL

There will be no further meeting of this Subcommittee due to the change in the Committee structure.

ADJOURN

Mr. Craddock adjourned the meeting at 11:45 am.



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ACTION ITEMS: From June 2015 GGAC Meeting

1. Mr. Scarborough and Mr. Ames were tasked with creating a tutorial to post online on how to use the new bill tracking and legislative action network software.
DUE DATE: Next GGAC Conference Call. **PENDING**
2. Mr. Scarborough and Mr. Ames were tasked with investigating the possibility of providing an online calendar that Chapters/RVCs can use to share information on upcoming GGAC activities.
DUE DATE: Next GGAC Conference Call. **PENDING**
3. Mr. Scarborough and Mr. Ames will contact PubEd with the recommendation that an issue of the *Journal* be created that contains information on the work of the Government Affairs Office and is devoted to Code official and then that this particular edition of the *Journal* be sent to all code officials in the United States at no charge. In addition, the *Journal* and/or *Insights* would, from time to time, carry articles on issues from the Government Affairs Office.
DUE DATE: Next GGAC Conference Call. **PENDING**
4. The Operations Subcommittee requests a yearly communications plan which would be the responsibility of the Communications Coordinator to implement. For the next year, the Communications Coordinator is Vikram Murthy.
DUE DATE: Next GGAC Conference Call. **PENDING**