

**Residential Building Committee
Meeting Minutes
March 18, 2016 Web Meeting**

Attendance

Members Present: Max Sherman (Chair), Chris Mathis (Vice-chair), Costas Balaras, Robert Bean, Charlie Culp, Steven Emmerich, Philip Fairey, Paul Francisco, Roger Grochmal, Glenn Hourahan, David Lee, Neil Leslie, Dan Pettway, Iain Walker, Theresa Weston, Dan Int-Hout (BOD ExO)

Members Not Available: Jim Vallort (CO)

ASHRAE Staff: Lilas Pratt (staff liaison), Jodi Scott

Guests: Bridget Herring

Principal Motions¹

Motion #1: Chris Mathis moved and Dan Pettway seconded that the workshop start on Thursday morning and end on Friday at lunch

Vote: The motion was passed without objections.

Motion #2: Dan Pettway moved and Neil Leslie seconded that the current leadership of RBC be maintained for the 2016-17 Society Year.

Vote: The motion was passed without objections, CNV.

New and Open Action Items

January 25, 2015 Chicago Winter Meeting

6	Publications SubC (Francisco)	Develop a recommendation for improving general building science education by June 2015 Atlanta meeting	On-going
9	Programs SubC (Leslie)	Develop an approach to making information and assistance available to the chapters on ASHRAE's current residential information	On-going

April 17, 2015 Conference Call

3	Technical SubC (Fairey)	Review ASHRAE's current residential information for gaps on the topic of moisture and report recommendations for any additional guidance	On-going
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October 2, 2015 Conference Call Web Meeting

¹ All motion votes are listed as yes-no-abstain.

3	Publications SubC (Francisco)	Develop a formal proposal for a residential Handbook index for presentation to the appropriate committee under PubEd Council	On-going
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January 25, 2016 Orlando Winter Meeting			
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2	Mark Ames	Send Pratt a link to the coalition for distribution to the RBC Committee	Open
3	Mark Ames & Jim Scarborough	Provide information to Max Sherman for possible inclusion on the RBC website.	Open
4	Mark Ames	Send a template for a standards information one-pager to Pratt	Complete
5	Chris Mathis	Send a copy of the draft residential Distinguish Lecturer (DL) presentation to the RBC committee for review and feedback	Open

March 18, 2016 Conference Call Web Meeting			
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1	Chris Mathis	Update the DL presentation and send to RBC members by March 25 for their review and feedback	New
2	RBC Members	Provide feedback on the DL presentation to Chris Mathis by COB on Friday, April 1, 2016	New
3	Neil Leslie	Create an approach for outreach to the chapters and RVCs with help from Jodi Scott, Lilas Pratt, and Chris Mathis	New
4	Lilas Pratt	Follow up with Mark Owen on the Handbook index and changes needed to highlight residential content	New
5	Philip Fairey	Discuss NEER with David Lee and report to RBC in St Louis	New

Meeting Minutes			
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1. Call to Order – **Meeting convened at 11:00am Eastern Time**
 - a. ASHRAE Code of Ethics www.ashrae.org/codeofethics
 - b. [Committee Roster and Structure](#)
 - c. Introductions (as needed)
2. Review of Agenda
 - a. No changes or additions
3. Approval of minutes (Sherman)
 - a. January 25, 2016 Winter meeting (minutes sent via email on 2/16/2016)
 - Minutes approved without changes
4. Liaison Reports
 - a. Marketing and Communications – No update at this time
 - b. Staff Report (Lilas Pratt)

- The AEDG Steering Committee is having a face to face meeting on March 28. A discussion of the residential guide is on their agenda.

5. Old Business

- a. Review of [Action Items](#)
- b. Manual of Procedures (Draft MOP sent via email on 2/9/2016)
 - Still needs some work including subcommittees to weigh in on their responsibilities, still need input from the committee on the full MOP.
 - Would like to take a vote in St. Louis.
 - Have promised to give Tech Council a draft for their review prior to St Louis.
 - Would like to send to Operations in mid-April.
 - Would like each subcommittee chair to review the description of their subcommittee. Need to specify authority for action in the MOP so can do that without asking specific permission to do it.
 - Schedule:
 - Get feedback by April 1
 - Revised draft to Tech Council Operations SubC by April 15
 - May wish to suggest to Tech Council that they have SRC look at the MOP and provide feedback.
- c. Distinguished Lecturer Presentation ([1/25/2016 AI#5](#))
 - This has not been circulated to the whole committee. It will be updated by March 25 and circulated to the committee for their review.
 - The presentation would be helpful to Paul Francisco and Max Sherman in creating the May Residential column for the Journal.
 - Staff can also help with cleaning up the presentation and providing formatting and graphics as needed.

AI 1: Chris Math to update the DL presentation and send to RBC members by March 25 for their review and feedback.

AI 2: RBC members to provide feedback on the DL presentation to Chris Mathis by COB on Friday, April 1, 2016.

6. Subcommittee Reports

- a. Stakeholders (Pettway)
 - Workshop Dates and Logistics ([Attachment A](#))

Motion #1: Chris Mathis moved and Dan Pettway seconded that the workshop start on Thursday morning and end on Friday at lunch.

Discussion:

- The idea is to tack on to the end of IAQ 2016, but it is not practical to start on the afternoon of the day that IAQ2016 ends due to need to reset the rooms which would delay the start until 3pm.
- It was instead suggested that an event (reception?) be held on Wednesday evening to link it to the IAQ 2016 and to encourage people to arrive the night before (rather than be late on Thursday morning).

- ASHRAE Meetings staff will be asked about setting up an event/reception on Wednesday evening.
- While the content of this workshop has nothing to do with the IAQ 2016 meeting, we need to be sure that there are voices for thermal comfort involved in the panels, speakers, and discussions.

Vote: The motion was passed without objections.

- Stakeholder Workshop ([1/25/2016 AI#8](#))
 - The next step for planning will be to create three lists: 1) Presentation to be done by ASHRAE, 2) Stakeholders who should provide presentations, and 3) Stakeholders who should be invited.
 - A stakeholders list was created in Orlando with intent of inviting everyone on that list – this needs to be reviewed by the committee members.
 - Chris Mathis has a lengthy summary of the first workshop that is fairly raw (stream of consciousness notes) and that was not published on the website or in the Ad-hoc final report. These notes can be provided to the committee with the provision that it should not be shared outside the committee.
 - The committee will plan to have a fall meeting on that Friday afternoon.
 - One question is when announcements should start going out to stakeholders. Something could be sent out to existing stakeholders alerting them that a workshop is planned and asking for their input.
 - It would be good to first have some speakers identified and the expected topics.
 - Next Steps for workshop planning:
 1. Confirm rooms/dates
 2. Create the three lists noted above (Presentation to be done by ASHRAE, Stakeholders who should provide presentations, and Stakeholders who should be invited)
 3. Send out an announcement.
 - Stakeholder contact names are needed in order to send out the announcements.
 - The elevator pitch /opening paragraph also needs to be fleshed out and completed.

AI 2: RBC members to review the workshop lists and provide feedback to Dan Pettway including missing contact names. Feedback due by COB on Friday, March 25.

- Stakeholders List
 - This will be going an on-going task to maintain a list of both stakeholders with whom regular communication is needed as well as those with whom less communication is needed.
- b. Conferences (Weston)
 - Thermal Envelope Conference
 - This conference is now an officially endorsed ASHRAE conference with ORNL and the Building Enclosure Technology and Environment Council (BETEC) as the lead organizations.

- There is a call on April 5 with the organizing committee to discuss the keynote and plenary organizations. It would be nice to have a residential based plenary. The plenary could also include some results from the workshop.
 - The DL presentations might make a good plenary discussion -- this will be proposed to the organizing committee.
- IAQ 2016
 - There is significant residential content to that conference. The residential sessions will be identified within the program.
 - ASHRAE may want to do more to promote the IAQ 2016 residential content since the workshop is going to tack onto the end of it.
- Other activities
 - The subcommittee has looked into residential conferences with peer reviewed papers. Many do not. The only one identified to date is the residential building design construction conference run by Penn State. It is very small, held every two years. The most recent was in held in February, 2016. RBC may want to look into participation in the future.
 - RBC members are encouraged to attend some of the small practitioner conferences that don't have papers in order to increase understanding of what is really going on in the industry.
 - A list of relevant conferences should be maintained by the subcommittee.
- c. Programs (Leslie)
 - Orlando Meeting Sessions
 - Discussion deferred.
 - St Louis Meeting Sessions
 - Several tracks have received good contributions.
 - This committee has agreed to co-sponsor three sessions.
 - Other entities within ASHRAE area also sponsoring residential content.
 - Las Vegas Meeting Sessions
 - There will be a public session at the Expo focused on residential
 - They are looking to attract outside stakeholder groups. This needs to be thought through so we are in good shape by the June meeting and can easily meet the August deadline for program submission.
 - ASHRAE is taking a minor risk with this track, so want to have quality sessions.
 - CEC is going to reach out to the TCs about this track. Neil Leslie will follow up with CEC.
 - Tech Council is concerned that the recently approved travel budget for session speakers is opening up a can of worms, so this budget item should not be broadly advertised.
 - The subcommittee needs to identify a need and only do outreach once that need has been identified. There should be a "high bar" to qualify.
 - Residential Material for Chapters ([1/25/2015 AI#9](#))
Programs SubC to develop an approach to making information and assistance available to the chapters on ASHRAE's current residential information
 - There is a disconnect between national & local participation.

- An information transfer mechanisms needs to be established and coordinated with networking between the national and chapter levels.
 - The approach involves both a passive approach (someone from national to link up with someone from local to transfer information) and an active approach (someone to volunteer their time to assist the exchange of information).
 - What is suggested is a top down outreach to chapter RVCs from CTTC.
 - This would be a grass Roots initiative – suggest working through GGAC.
 - Coordinate with people outside of ASHRAE using the stakeholders list.
- Consolidating Programs and Conferences into one subcommittee
 - There are arguments both ways, but there is some advantages to having fewer subcommittees rather than more. And, there may be some advantage in sharing the ideas and information that apply to both committees.
 - The suggestion is to keep them formally separate, but have them meet back to back and encourage subcommittee members to attend both meetings and help determine if they should be combined.

AI 3: Neil Leslie to create an approach for outreach to the chapters and RVCs with help from Jodi Scott, Lilas Pratt, and Chris Mathis

d. Publications (Francisco)

- Publications Gap Analysis
- List of Relevant ASHRAE Publications
 - Residential IAQ Guide
- Journal/Periodical Articles ([1/25/2016 AI#7](#))
 - RBC members to send Francisco ideas for topics and speakers for both the residential Journal issue and the residential Journal column*
 - The May article will be an introduction to RBC and residential issues in ASHRAE. That is due the first week in April.
 - Robert Bean’s article can be used for the August issue.
 - February 2017 will be larger request that requires six or seven articles. Costas Balaras has some ideas that the committee can build on.
 - The plan is for RBC to coordinate getting the articles put together and then have them go through the standard peer review process for the Journal.
 - The RBC will likely do some of the review for some of the articles, but this committee should not be doing all the reviews for these articles.
- Residential Professional Development Course
- General Building Science Education ([1/25/2015 AC #6](#))
 - Publications SubC to develop a recommendation for improving general building science education by June 2015 Atlanta meeting*
 - Discussions on-going. There are some existing short courses and the Subcommittee is also looking at what ACCA is doing.
 - The target audience and educational goal needs to be identified.
 - College courses have been suggested.
 - A recommendation for the next step is expected in St Louis.
- Proposal on Residential Handbook Index ([10/2/2015 AI#3](#))

- The subcommittee is discussing who should do this. They would like to propose that this be done by ASHRAE staff.

AI 4: Lilas Pratt to follow up with Mark Owen on the Handbook index and changes needed to highlight residential content.

- e. Technical (Fairey)
 - National Energy Efficiency Registry (NEER) ([Attachment B](#))
 - Fairey did some research on this, and will it will be discussed more at the next subcommittee meeting.
 - It is a two year database development project that has lots of stakeholders and they are looking for more input. But, there is much that is not clear.
 - There is a reasonable webinar slide show that will be sent out with the minutes.

AI 5: Philip Fairey to discuss NEER with David Lee and report to RBC in St Louis.

- ICC 700
 - Multi-Family IECC (NBI)
 - Gaps in Moisture Guidance ([4/17/2015 AI#3](#))
 - This will be discussed in a Subcommittee meeting and reported on in St Louis
7. New Business
- a. 2016-17 Budget Review ([Attachment C](#))
 - b. RBC Webpage Status
 - The webpage is being set up now. A link will be provided for the committee to review when available.
 - c. Service World Expo:
<http://sf-asset-manager.s3.amazonaws.com/96862/367/1310.pdf>
 - d. Net Zero Energy Residential Building Publication

Motion #2: Dan Pettway moved and Neil Leslie seconded that the current leadership of RBC be maintained for the 2016-17 Society Year.

Vote: The motion was passed without objections, CNV.

8. Adjourn – **Meeting adjourned at 1:00pm Eastern Time**

Residential Building Committee Roster & Subcommittees

Committee

Voting Members: Max H Sherman (Chair), R Christopher Mathis (Vice chair), Constantinos A Balaras, Robert Bean, Charles H Culp III, Steven J Emmerich, Philip W Fairey, Paul Francisco, Roger D Grochmal, David F. Lee, Neil P Leslie, Daniel C Pettway, Iain S Walker, Theresa A Weston,

Non-Voting Members: Glenn C. Hourahan (Consultant), James K Vallort (Coordinating Officer)

Subcommittees:

- Conferences: Weston (Chair), Balaras, Lee, Walker
- Programs: Leslie (Chair), Balaras, Grochmal, Walker
- Publications: Francisco (Chair), Bean, Emmerich, Haydock, Hourahan
- Stakeholders: Pettway (Chair), Culp, Grochmal, Hourahan, Lee
- Technical: Fairey (Chair), Bean, Culp, Emmerich, Haydock

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Attachment A – Stakeholders Workshop Logistics

From: Pratt, Lilas

Sent: Wednesday, March 09, 2016 4:34 PM

To: 'Max Sherman'; Dan Pettway

Cc: Theresa.A.Weston@dupont.com; Chris@mathisconsulting.com; Seymour, Lizzy; Giometti, Tony; Hammerling, Steve

Subject: RE: Stakeholders Workshop - Questions/Reponses - Action Required

Ladies and Gents:

Here is feedback from Lizzy Seymour on timing:

The Crowne Plaza Old Town Alexandria does have the space available for a ½ day on Wed., Sept. 14 and a full day on Thurs., Sept. 15 for the Residential Stakeholders Workshop. There would be a food and beverage minimum of \$10,000.

I have also asked for 30 additional room nights be added to the IAQ housing block on Wed. Sept. 14 and 15 nights on Thurs., Sept. 15. We do have to book 80% of these rooms to avoid financial penalty (36 total rooms).

IAQ 2016 wraps up around 1 p.m. on Wed., Sept. 14. Since we'll be using some of the same meeting rooms that IAQ used, we'll need to allow for about 2 hours for the hotel to refresh and reset the rooms and get IAQ attendees moved out. That being said, I would suggest starting the Residential Workshop on Wed. around 3 p.m. Tony – pipe in here if you disagree.

With this information above, would you like to move forward?

We need to get an answer to Lizzy pretty quickly. Do we want to try to have a short call with at least the Stakeholders Subcommittee so as to make a few decisions on how to move forward?

Please advise.

Thanks.

-Lilas

Attachment B – National Energy Efficiency Registry

From: Littleton, Jeff
Subject: DOE State Energy Program Grant Projects

Creation of a National Energy Efficiency Registry (NEER) funded by an \$800,000 grant from DOE is interesting, as profiled in the message below

You can view other DOE State Energy Program awards [here](#). Another project that stood out for me is that “Vermont and 6 partner states will develop a Home Energy Labeling Information Exchange (HELIX) database so realtors (and new home buyers) can access [Home Energy Score](#) - a tool that allows homeowners to compare the energy performance of their homes to others nationwide - data in the Multiple Listing Services.” Funding for that project is \$786,103. It might be of interest to the Residential Building Committee. Finally an \$800,000 DOE project in Tennessee harkens to bEQ: “Tennessee and its partners will develop a roadmap with potential pathways for voluntary adoption and implementation of a national energy efficiency registry

Just FYI. Thanks,
Jeff

From: The Climate Registry
Sent: Monday, February 29, 2016 2:31 PM
To: Littleton, Jeff
Subject: NEER Stakeholder Introduction Webinar

NEER Stakeholder Introduction Webinar Wednesday March 9th



The Climate Registry (TCR) invites you to to join us for a [webinar on March 9th 3-4 EST / 12-1 PST](#) to introduce the National Energy Efficiency Registry (NEER) development process to potential stakeholders.

The [NEER](#) is infrastructure that will allow states to transparently track energy efficiency initiatives within their own programs as well as help demonstrate compliance with U.S. EPA's Clean Power Plan. The NEER will provide uniformity of energy efficiency accounting and will support a range of energy efficiency programs and project types. This will lower the cost of and streamline energy efficiency program administration and will provide a consistent, robust framework for energy efficiency to be included as an eligible resource at the state and federal levels.

The U.S. Department of Energy is providing its largest award in the [2015 State Energy Program Competitive Award](#) cycle to lead state Tennessee and its project partners – Georgia, Michigan, Minnesota, Oregon, Pennsylvania, TCR, and the National Association of State Energy Offices

(NASEO) – to create the foundation for the NEER.

As a first step in designing the NEER, TCR is managing a stakeholder process to develop the NEER's principles and operating rules, which will ultimately describe the functionality that the NEER will provide. The stakeholder process will kick-off in April 2016 and will include between 5 and 9 webinar meetings through January 2017.

The [introduction webinar](#) is open to all individuals interested in participating in the stakeholder process. During the webinar, you will learn about the NEER project, the stakeholder process and timeline, and will have an opportunity to ask questions. Following the webinar, you will have the opportunity to volunteer to participate as a stakeholder in the development of the NEER principles and operating rules.

The NEER is a unique opportunity to drive energy efficiency to scale. Please join us!

A copy of the slides and a recording of the webinar will be made available after March 9th on [TCR's website](#) if you are unable to participate.

For more information please contact TCR's Policy Associate Jenna Jorns at jjorns@theclimateregistry.org.

Attachment C – Proposed Budget Planning

RBC Committee Budget Planning - FY 2016-17

PROPOSAL UPDATE 1/11/2015

Budget Line Items	Previous Actual FY 14-15 ¹	Current Budget (FY 15-16)	Current Actual (7/15-11/15)	Proposed Budget (FY 16-17)	Proposed ForeCast (FY 17-18)	Notes
Revenues/Income						
	\$ -	\$ -	\$ -	\$ -		
Expenditures						
Salaries and Benefits						
Salaries						
Payroll Taxes and Benefits						
Total	\$ -	\$ -	\$ -	\$ -	\$ -	
Committee Travel (Transportation only)						
Winter, Annual Meetings				12,000.00	12,000.00	
Interium Meeting (2 days)				6,000.00	6,000.00	
Committee Presentation Travel				5,000.00	5,000.00	
Total	\$ -	\$ 18,000.00	\$ -	\$ 23,000.00	\$ 23,000.00	
Conference Calls	\$ -	\$ -	\$ -	\$ 500.00	\$ 500.00	
Outside Services	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL REVENUES	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL EXPENDITURES	\$ -	\$ 18,000.00	\$ -	\$ 23,500.00	\$ 23,500.00	
NET TOTALS	\$ -	\$ (18,000.00)	\$ -	\$ (23,500.00)	\$ (23,500.00)	

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