

**Building EQ Committee  
Web Meeting  
December 1, 2017**

**These draft minutes have not been approved and are not the  
official record until approved by this committee.**

**Participants:** Hugh Crowther, Bill Klock, Charles Eley, Hywel Davies, Shanta Tucker, Esteban Baccini, Bruce Hunn, Ross Montgomery, John Dunlap

**Not available:** Nate Boyd, Bill Dean, Jeff Clarke

**Staff:** Stephane Reiniche, Vanita Gupta, Ann Wilson, Jim Scarborough, Lilas Pratt

**Principal Motions**

None.

**New and Open Action Items**

**December 1, 2017 Web Meeting**

- **AI 1: Eley and Pratt** to develop a plan for the beta test of the As Designed rating (who, when, how).

**November 29, 2017 Business Development Subcommittee Meeting**

- **AI 1: Pratt** to mark up sample audit report from Nate Boyd with questions/comments for consideration/discussion by the subcommittee on their next call.
- **AI 2: Montgomery** to reach out to Methodology SubC regarding possible reports/products from the As Designed rating.
- **AI 3: Pratt** to provide Bus Dev SubC with a Word or Excel version of the EEMs from Standard 100.

**October 16-17, 2017 Atlanta Meeting**

- **AI 2: Eley** to follow up with Nick Long at NREL regarding plug load information developed in 2008.
- **AI 3: Hunn** to request access to lab data from I2SL.
- **AI 4: Eley** to review lab data from I2SL.
- **AI 6: Pratt** to work with Portal vendor to make blank fields on Audit spreadsheets report a different color (red) so they stand out. Include note at bottom explaining red fields.

**August 30, 2017 Web Meeting**

- **AI 2: Business Development Subcommittee** to evaluate a volume discount on the report fees for large customers and report back to full committee.

**August 24, 2017 Business Development Subcommittee meeting**

- **AI 1: Montgomery** to look into the option of personalizing labels with individual company logos and assessor information.
- **AI 2: Montgomery** to do some research on what other organizations provide and charge for real estate disclosure information.
- **AI 3: Pratt** to work with Marketing to update the current label/plaque guidelines and procedures to apply to the new label/award design.

### June 25, 2017 Long Beach Annual Meeting

- **AI 3: Pratt** to work with Eley to create new EEM measure payback ranges for Stephen Roth.
- **AI 4: Business Development Subcommittee** to name a subgroup of practitioners to create improved descriptions/language for the EEMs.
- **AI 6: Methodology** to look at how to address Data Centers and using PUEs
- **AI 11: Business Development** to create a Web Portal Launch Plan through December 2017:
- **AI 12: Committee** to add French and Spanish to the Web Portal after initial launch.
  - *French translation of workbooks is almost done.*
  - *Bill Klock and Ross Montgomery to take the lead on the Spanish*

### January 29, 2017 Las Vegas Winter Meeting

- **AI 1: Building EQ Committee** to develop a median EUI for laboratory buildings.
  - **1c: Hunn** to track progress on development of laboratory variables affecting energy use
  - **1e: Methodology Subcommittee** (or designee) to analyze the data on laboratory energy use via regression analysis to determine significant energy factors and establish equation for determining median by September 2017 for use by initial participating campuses in the Adapt bEQ course.

## Meeting Minutes

1. Call to Order – **Meeting convened at 10:05am EST**, Quorum was established
2. Old Business
  - a. Approval of minutes (none at this time)
3. Business Development Subcommittee Update
  - Ross Montgomery reported on the most recent activities by the subcommittee.
  - The final DL presentation template and Brochure were sent out to the committee and distinguished lecturers on November 30, 2017.
  - The hard launch of the In Operation rating is scheduled for the week of December 4.
  - The advanced audit report will be discussed on the next subcommittee call. Lilas Pratt is working with a sample provided by Nate Boyd, making notes for consideration by the committee regarding what needs to be included. Once a template is created, a quote can be requested for adding the report to the portal.
  - The subcommittee is concentrating on the easiest model for the licensee program which is an owner that owns the buildings that have been entered.
  - The subcommittee is looking for input from Methodology subcommittee on reports for the As Designed rating.
4. Methodology Subcommittee Update
  - Charles Eley and Lilas Pratt updated the status of the portal payment processing which has hit a few snags but is expected to be operating this week in time for the hard launch.
  - Lilas Pratt shared the latest statistics from the soft launch and the Portal.
  - It was noted that the Portal will need to be maintained moving forward. A quote on maintenance has been requested from Stephen Roth.
  - Charles Eley reported on the latest activities of the subcommittee.
  - On their last call, the subcommittee agreed to look at the plug load indicators in the DOE prototypes for commercial buildings. They also came to agreement on how to handle

appliances, specifically a change was presented to provide better plug load information for multi-family. This change has now been implemented

- When completed, 1771-RP is going to provide a lot of modeling data which can be used to refine the As Designed modeling assumptions. It will be another 6 months before that data is available.
- The agreed upon short term solution to address CZ 0 is to use the baseline EUI for CZ1 for both CZ1 and CZ2. The label for that CZ 1 will be changed to include both CZ0 and CZ1. There is no other choice at this time, as Standard 100 does not have CZ0. When that is updated, the calculations can also be updated.
- An interim step will be to create the line items for the CZ 0 even though they will have the same information as CZ1. This would prepare the website to accept the new information when it is available.
- There was a question during the training session regarding district energy. Ratings are based on source energy and the source energy table already contains spaces for district steam, hot water, and chilled water, so this addresses the question.
- The As Designed rating is ready for the beta test. Stephen Roth is already entering data from past submissions. The test would be a fairly small group of people who would do the test. Once they create a project, the AD rating can be turned on for that project to allow testing.

**AI 1: Eley and Pratt to develop a plan for the beta test of the As Designed rating (who, when, how).**

5. New Business

- a. Building EQ Parking Lot (File: *BEQ Portal New Feature Parking Lot List.docx*)
  - The committee needs to connect with APPA regarding a list of universities to look into laboratory data.
  - The parking lost list was updated on the call with the list reordered to show which items the committee considers to be most important.
  - The agreed upon highest priorities: translations, Standard 211 alignment, rollover help, HDD/CDD calculation
- b. Budget considerations for 17-18 and 18-17 Society Years.  
(Files: *Building EQ Budget 6Nov2017.xlsx* and *BEQ AcctReportSepYTD2017.docx*)

6. Upcoming Meetings

- a. Chicago Winter Meeting
  - Methodology Subcommittee: Saturday, January 20, 11am-1pm
  - Marketing Subcommittee: Saturday, January 20, 1pm-3pm
  - Full Committee: Sunday, January 21, 8:30am-11:30am

7. Adjourn – **Meeting Adjourned at 11:26am EST**