

# NEHERS Board meeting September 19th

Friday, September 19, 2014  
9:05 AM

Start 9:38am, 24 Mountain Laurel Path, Florence, MA

Attendance: Jenn Parsons, Tony Lisanti, Peter Harding, Emelie Cuppernell, Michael Browne, Laurie Didonato, Eurihea Speciale, Frank Swol, Doug McCleery

Absent: Bruce Bennet, Matt Dudley

CET employees at Pathways CoHousing, shared living/housing community, we are here for no fee - suggest a donation?

## Secretary's Report

Review meeting minutes from July

- Motion to approve by Doug McCleery, second by Eurihea, all in favor, none opposed.

## Treasurer's Report

- A few items in the 1-30 day category (rather than current) because of the extended time period with the new meeting time
- Green Workforce training - Laurie will be attending (already paid)
- RESNET training accreditation renewal, Tony Lisanti is the trainer of record for NEHERS and has met the Adult Education requirement
- Motion to approve payables by Eurihea, second by Frank Swol, approved unanimously
- What to do with left over manual funds?

- o Go toward manual maintenance fund? Updates will obviously be needed
  - Logo/cover page will be billed as part of this funding

- Total Income about the same at the moment as last year, however at this point last year it included the manual funds (So we are doing well)

- ? - It seems like some of the payments for the manual fund are missing, where are the "subject matter expert" payments related to the manual? we cannot find the payment to Lauren for the manual editing for example....
  - o Maybe its in the "used for restricted purposes" which is currently being treated as equity rather than an expense

- o Manual funds and expenses should be moved to an equity account, not income reports, this will fix the balance sheet - Jen will discuss with bank

- Its important to break this out so we can show the utilities how this money was spent, we need to be accountable for this

- ★▪ The RESNET accreditation \$1,750 need to be moved under accreditation and Professional Development needs to be moved to training expenses. Jenn is going to reach out to them to fix this

## Training

Rater Training:

CT - 9 currently registered (Trainer: Chris McTaggart)

Manchester classroom, 4, we need 2 more from VEIC (Trainer: Wes Riley)

CAZ Training:

42 Registered

4 classroom

3 people on waiting list in NH

Course evaluation - send out two, one after webinar, one after classroom

- Test Retake - 1st retake is free

- ★ Feedback - we want to have an evaluation for both the online and classroom sessions separately. Some mixed feedback on the recent online caz, we want to get appropriate feedback to Wes. Laurie will send out an evaluation.

Webinar ideas:

- Rotate a group of unmuted people? Video sharing, poll questions, let's add some of these options to the feedback survey that we send out.
- People chatting at the beginning and at the end

Non-Rater BS and industry training for code officials, engineers, architects,

We could make \$ on this but it also supports the industry

Peter Harding put together a presentation related to this - should we review/hold again?

## Technical Committee

- "RESNET Staff Recommendation on Additional Quality Assurance Oversight of Raters Where Errors Are Found in the Quality Review Process"
- 3 standards out for comment,
  - Combine meeting with QAD committee on Thursday noon-1pm September 25th.

## Manual

- Send a manual update of status with a thank you to the contributors along with a copy of the manual to them  
Tony is drafting a letter

- Individual hard copy letter to each of the contributors sent with a copy of the manual by October 10th

## Manual Discussion

1. Indexing, progressing but difficult. Lauren is looking at using a different type of software. Indexing is also more difficult because of how the chapters are set up with separate page numbers
2. Do we need a certain type of software? How/who will we update?
3. Addendums no more frequently than quarterly, and a new manual incorporating amendments every three years?
4. Do we include the RESNET Standards in the NEHERS Manual, selected Chapter 1, 3 (new ANSI) Appendix A, chapter 8, Appendix B Glossary of terms
  - i. Currently Chapter 3, 6, and appendix A?

## Manual Design/Marketing Group

Logo Design for manual, requesting different versions of the multi house colored logo.

We will need a black and white version for printing to the manual, high resolution and low resolution to be used on website, manual, and letterhead

Updates going forward

Do we need paid help for maintaining and updating the manual going forward?

We want to make sure it is in a format that allows edits to be made easily

Do we go with an editing company?

Is this a service that collective copy may be able to help us with?

What is this person going to be doing? Is this a service that we will only need any 3-5 years?

Where do we track the manual changes? How do we track updates?

We need a manual committee.

- Eurihea will check in the bylaws and see what is involved in starting a new committee  
Company that holds the manual and can update it when we request it

How to roll out the new manual

### Marketing Plan

- Who is our audience aside from Raters in the Northeast?

### Release announcement

Online platform - nehers store? Amazon?

Going to amazon means copyrighting the manual- this is not a heavy lift

How can we lock the PDF document? Do we want people to be able to access it in the field on an ipad

3 Options for manual viewing

- i. Physical Copy for purchase

- ii. Lockable no-print .pdf for purchase? Kindle version?
- iii. Online version complimentary with membership

## Professional Development

### September Webinar

- One complaint from someone who felt like the presentation was biased and possibly slamming heat pumps, should we actually have industry professionals delivering webinars? This individual had complaints about the tremco webinar as well
  - The presenter was in the industry but this was not intended to be a sales webinar
- Presenters should keep in mind that the audience is technically savvy and make an attempt to put the information into the context of a Rater

### October - Tremco weather resistant barrier solutions

### November Webinar - LEED for Homes

- What does the market look like? Who is doing LEED? Why should Raters/Builders make the investment
- Ideas
- RESNET ANSI Standards Manager Rick Dixon - not able to get ahold of him, Emelie will try
  - Software/standards update - AEC
  - Ventilation testing (ES)
  - HVAC Load calcs - Buck Taylor or Hap?

### What webinars do we want to see in the future?

- Should we poll our members for suggestion or to see if they would like to present an upcoming webinar?

## Membership Committee (Matt absent)

- Membership status
  - Plans for 2015 renewal

## Communications Committee (Matt absent)

- Lets combine the two committees into one, this will fall under the membership committee
  - The Executive committee will discuss
- Offering services to other organizations like getting courses approved for RESNET PDH's. We did this in the past for a few organizations and now NESEA has reached out to us to get them approved. Do we want to have a set fee for this service, a per hour?
- Charge \$50/credit hour +\$100 per application - \$5 for each quiz? We don't want to price ourselves out of the market

## QAD Committee

- Send new invite encouraging more QAD participants
- Send invite to Technical Committee to join September 25th discussion
- Push back to the IECC 2015 HERS Rating?
- Meeting October 2nd 1-2pm
  - 1) "Standard Amendment Proposed on Quality Assurance Designee Field Quality Assurance Review of Ratings" **Public comments on the proposed amendment will be accepted until October 3, 2014**
  - 2) "RESNET Providers & QADs - Draft RESNET Quality Assurance Process and QA File-Field Review Checklist for Review and Comment" **October 6, 2014.**
  - 3) "RESNET Staff Recommendation on Additional Quality Assurance Oversight of Raters Where Errors Are Found in the Quality Review Process" **October 1, 2014.**

## Code committee

- White paper on the role of the HERS Raters in code compliance
  - Outlined

## Other Business

### • 2015 goals and priorities:

- NEHERS core strengths - keep the focus on our core
  - We are a volunteer organization with limited time
- 1) Monthly Webinars
  - i. Keep getting good quality speakers
  - ii. Do we want to look into BPI credits?
  - iii. Reaching out to other organization (NESEA and ACI) for PDH's?
  - iv. Coordinate event? Such as the QAD roundtable?
- 2) Rater Training
  - i. Focus on 4 classes per year
  - ii. 3 online courses scheduled for 2015
  - iii. MA was a big driver for a while and still is, 2015 code will create another demand
  - iv. Should we offer the online sessions more regularly? But not the field portion as regularly. Every other month?
- 3) Reference/Training Manual - almost ready for launch
- 4) Membership/Sponsorship
  - i. New sponsor membership - 2 sign ups
  - ii. Projections/Growth, staffing projections, using subcontractors for specialized ongoing trainings
    - Laurie has started doing more and more tasks that in the past has been handled by committee members
    - Board members have less and less time to commit to the Alliance
    - How do we handle this going forward?
- 1) Training manual maintenance, platform, a one stop shop for this would be useful
- 2) Website maintenance, updates, etc
  - a) IF we re-do our website will it lead to growth?
  - b) Search engine optimization? What is the level of effort and is it worth it?
  - c) How can we improve our internet presence?
  - d) Should we hire a part time web developer?
    - Get our list of Raters out there, like refer to MA code officials
- 3) What are our other options for subcontractors?
- 4) What is involved in asking Laurie full time

## Nominations

### Existing Board Renewal

Who is up for re-election?

Emelie Cuppernell, yes rerunning

Bruce Bennett - yes, rerunning

Jenn Parsons - (CT Program, they have been represented for 4 years)

- What other programs are members? JMC, CT, and LI PSEG

- If we do not get another program rep, Jenn could take the associate slot

Matt Dudley - planning to rerun?

Tony Lisanti - yes, rerunning

Who is out?

Eurihea Speciale and Mike Browne are heading out

Ideas: Wes Riley, Kevin Hanlon,

Putting out a request for nominations

Executive committee slots needs to be filled

Eurihea nominating Emelie Cuppernell as the president

Motion to adjourn by Eurihea second by Tony, all on favor, none opposed.