

Minutes for September 15th, 2015 NEHERS Board

- ❖ Attendance: Emelie Cuppernell, Doug McCleery, Tony Lisanti, Mark Hutchins, Jenn Parsons, Laurie DiDonato, Peter Hubbe, Bruce Bennett
- ❖ Absent: Mark Newey and Frank Swol (late or not attending)

Meeting called to order at 1:05pm

❖ **Announcement/Reminder**

- Emelie welcomed everyone back, after our month off in August
- We still need to decide if we would like to hold a Board retreat like we have in previous years
- NEHERS Summary/Overview – still on Emelie’s list
- NESEA Partnership – Laurie emailed them, they originally reached out looking for credits, Laurie informed them that the credit requirement with RESNET may be going away
 - Miriam Aylward Tony attending an event in October soon and will ask
- DO NOT use Tony’s Robison email. Please use this version: tony@integralbuilding.com
- No one had any further announcements to discuss.

❖ **Secretary’s Report (*Jenn Parsons*)**

- Approval of minutes of last meeting
 - May minutes - Emelie
 - July - Emelie has the recording, sending to Jenn to prepare for October meeting
 - No minutes from August due to hiatus

❖ **Treasurer’s Report (*Mark Newey*)**

- Mark was absent from the meeting today.
- Emelie updated the group that we are waiting for new credit card to close old account with Chase.
- Financial update
 - Accounts Payable
 - Emelie reviewed each statement that we are to authorize today.
 - Emelie made a motion to approve the accounts payable for August in the amount of \$2,918.37. Seconded by Tony Lisanti. All in favor, none opposed. Motion passes.
 - Compilation Report
 - Emelie discussed that we are still waiting on Mark to send them a physical copy of bank statement (Serra doesn’t have electronic access – since the bank only offered full access). Or scanned copy. They use this for proof of payments and checks cashed. Emelie asked the opinion of the group as to whether having Laurie DiDonato as back up to access the bank statements. But Emelie might have access, as she is the President and had to sign all the documentation to authorize Mark as a signer on the account. Emelie will check her status. There was a question from Tony as to whether Laurie was

comfortable with this level of access. She agreed as she had access in the Chase account.

- ◆ Bruce made a motion to grant Laurie DiDonato electronic access to the Peoples United Bank account with the understanding that no transactions will be made without Board approval beforehand. Emelie seconded. All in favor, none opposed. Motion passed.

- Detailed Statement will be reviewed in September.

❖ **Standards Committee (Doug McCleery, Frank Swol)**

- Doug mentioned that the group struggled to get together and didn't end up meeting
- Doug mentioned that RESNET has a 2nd or 3rd round of comments open for RESNET ICC Standard 380 still open. It is related to testing the air tightness of HVAC systems. It is open until October. Doug mentioned that Tony has provided comments and thanked him for his timeliness. Mark mentioned that CSG has already reviewed it and that they aren't going to submit any further changes.
 - Mark Hutchins mentioned that RESNET also reopened another section, 301, but it was just to change the title. Mark wanted to know where the Alliance stands on this. He wanted to know if others thought that it might affect their business, they might also want to comment. Emelie will forward Doug the information related to this amendment proposal. Doug's company doesn't have any objection to the name change, but encouraged others to look into it or if they have feelings for how NEHERS should have a stance, he encouraged participation.
- Technical and QA matters
 - Doug will follow up with Wes Riley to discuss setting up a future meeting to discuss technical needs. Some topics open for discussion are:
 - New Task Force
 - Wes Riley Basement clarification issue – discussion on next meeting

❖ **Training Management (Bruce Bennett)**

- Marketing
 - Bruce mentioned that Laurie can discuss this topic. Laurie said we have 64 “clicks” in Linked-In now and has cost us \$416. Laurie will keep it open until Friday to keep the cost down below \$500. No one has registered that Linked-In was the route that lead them to our training, though. Bruce thought that this site might also help with new Membership retention. Bruce was wondering how many raters in the Northeast that should be members of the Alliance, are not members. We researched on RESNET's website
- Rater Training
 - Bruce discussed that we are dangerously close to cancelling the training due to the # of registrants. Laurie mentioned that a woman who was interested in received a scholarship from RESNET to attend has sent in a confirmation letter and Laurie will follow up with RESNET to get the proper documentation to payment to her and RESNET. Laurie said that it was still up in the air for having 3 people in Ithaca. We only have 2 confirmed attendees for that session and possibly a 3rd. Emelie mentioned that there might be 2 interested

attendees. We will make a go/no-go call later this week and will keep registration open until the class starts. Emelie is concerned that we have too many people not fully registered and paid. But Laurie said she has verbal commitment from 2 outstanding individuals that others agreed was OK to go with the class. Laurie mentioned that we have a registrant from Eversource who is attending and Laurie gave him a discount as a thank you for letting us use their venue.

- Emelie asked if it is OK to wait until Friday to make the go/no go call on Friday, September 18th. Others agreed that we may be able to get the outstanding folks to confirm before then. But if we do cancel, we will lose the 2 Ithaca training students, maybe. And the Ithaca students are getting a discount and may not attend without the NY discount.
- Emelie and Laurie will check in on the status later this week to decide.
- September 28th – October 9th - The BER
 - 5 people are registered
 - Frank says he has someone just for classroom
 - One individual who would like funding/payment plan – waiting for signed agreement
 - ◆ She has a scholarship from RESNET...
- Eversource hosting training location and looking for a discount for someone (Tony) to attend
- MA training grant – Laurie mentioned that we have lapsed in our approval to become an approved training facility to get grants to attend our trainings. The unemployment grant needs approval from each region of the state to be listed. Laurie mentioned that the approval process is harder now and we need to provide proof of workers comp and insurance coverage. Another complication is tracking data for the attendees after they complete the training. We have previously had 2 attendees take advantage of this funding source but getting approval may be difficult for us to obtain going forward. Emelie would like us to evaluate if this is something that the Training Committee would like to take on and let us know what the decision is at the next meeting.
- Other Trainings to consider – sent survey to gauge interest
- Laurie to set up survey and send out to members
 - Feedback <https://www.surveymonkey.com/results/SM-YT3PT57Y/>
 - 68/360 members

❖ **Manual (Mark Hutchins)**

- Mark said that they closed the edit request period. No requests were submitted through membership though August 31 when the deadline was closed. Mark wants to add in Peter Harding's data table that they have discussed previously. They also would like the standards committee to approve their review of the data table to incorporate.
 - They also generated a wish list of the manual release in April 2016. What they would like to improve on. Mark sent that list to Laurie to keep track of it. Seven items on the list that he is happy to share with the group:
 - ◆ More guidance on Multifamily heat pump modeling in REM Rate
 - ◆ Keeping up with what RESNET standard changes are up to

- ◆ Updating our QA procedures based on RESNET changes
- ◆ Recertification requirement update
- ◆ Go through index to make sure it is accurate, since it isn't as accurate as it could be

❖ **Professional Development (*Frank*)**

- Frank was not in attendance.
- Emelie made an update that the last webinar (August 12th - NEEP & Emelie on Residential Asset Ratings) was approved for credits and submitted by Laurie.
- Future topics
 - September – SKIP
 - October 14th – Laurel Elam “Changing RESNET Standards: What to expect in 2016 and beyond”
 - November –
- Other ideas
 - Ekotrope – might be pushing their own product, so they need to sign up as a sponsor member to allow for this type of webinar update. Laurie mentioned they weren't ready a couple months ago for that level. Laurie just recently contacted them again to ask if they were ready now to join and they said they might be in November. Bruce asked if NORESKO was a member and thought that maybe they should be since they are pushing their product. Emelie thought they should be a member since we always promote them and most Rater's use their product. Emelie asked if Ekotrope should become a sponsor member. Three members agreed. Doug asked what Ekotrope does. Tony mentioned that Ekotrope is a software that helps with financials for HERS Ratings. Bruce mentioned that REM Rate has similar capabilities but Ekotrope ranks them easier. Mark asked how Ekotrope pulls cost data. Bruce mentioned that the data gets more robust as more users begin using it. Emelie asked if we should let them present without sponsorship. Laurie mentioned that we don't have any other leads other than this for a November workshop. We can ask them to keep the presentation generic and high level overview rather than a sales presentation. Emelie mentioned maybe we can offer to split the presentation time between NORESKO (Rem Rate owner) and Ekotrope. Laurie will reach back out to Ekotrope to see if they are willing to present and willing to pay a sponsorship. We will make a decision at the next meeting.

❖ **Membership/Communications (*Vacant*)**

- We need someone to manage this committee and will discuss it at the next meeting in September
- Website Update: we picked the template design we liked best via email last month. We also asked for an official agreement with timeframe from the developer to share with the Board.
- Membership Breakout:
 - We lost a few raters and lost a provider (the provider switched categories to just be a rater).
 - We raised our fees a year or two ago
- Membership status – Laurie
 - Main source of new members is providers or folks that need credits and need to watch our trainings to gain credit. Bruce asked how many providers in the Northeast aren't members.
 - 2015 renewal update
- Website update – we asked them to go ahead

- Laurie asking for an official agreement with them
 - Schedule, phases, estimated time of completion, etc.
- Who has pictures?? We want updated photos for the website.
 - Website updates: clearer language needed about purchasing manuals
 - Link to old manual pricing still live – Laurie doesn't think it is still live.
 - Emelie asked if we changed our pricing for larger orders online yet.
- ❖ **Energy Code Committee (*Peter Hubbe*)**
 - Peter had to leave the meeting early and wasn't here to present
- ❖ **Other Business**
 - Retreat this year? Doodle poll sent – Thursday October 8th was the best date.
 - Folks left on the call were able to make the 8th work
 - **Where?**
 - **Jenn has some locations in CT**
 - **Laurie checking with Peggy and Gale about the co-housing place in southern MA**
 - 2015 goals and priorities:
 - NEHERS Core Strengths:
 - Monthly webinars
 - Rater Trainings
 - ◆ Schedule and fill 4 classes per year

Motion to Adjourn by Emelie. Seconded by Bruce. All in favor. Meeting adjourned at 2:32pm