

# NEHERS Board Meeting Minutes: Tuesday March 15<sup>th</sup>, 2016 1:00pm- 3:00pm

Time: 1:00 pm      Web link: <https://global.gotomeeting.com/join/122221509>

Use your microphone and speakers (VoIP) - a headset is recommended. Or, call in using your telephone.

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Access Code: 122-221-509

Audio PIN: Shown after joining the meeting

Meeting ID: 122-221-509

- ❖ Roll call: Jenn, Mark N, Frank, Doug, Laurie, Emelie, Tony, Bruce, Mark H, Peter H, Betsy
  - Present: Betsy (the new Administrative Assistant), Laurie DiDonato, Emelie Cuppernell, Bruce Bennett, Frank Swol, Doug McCleery, Mark Hutchins, Jenn Parsons, Mark Newey, Peter Hubbe (had to leave at 2pm)
  - Absent: Tony Lisanti,
    - ❖ Meeting Called to Order: 1:08pm
  
- ❖ **Announcement/Reminder**
  - Betsy has accepted the position. She has started cross training with Laurie.
- ❖ **Secretary's Report (*Jenn Parsons*)**
  - Approval of Minutes
    - January Retreat: Laurie had to compile the notes she took in Jenn's absence partway through the retreat meeting in January. They are posted in Google Drives. They will be emailed out for approval for next month.
    - February – are posted on Google Drives. Will be emailed out for approval for next month.
  
- ❖ **Treasurer's Report (*Mark Newey*)**
  - New Credit card received? Old account closed?
    - Transition credit card to Betsy's name?
    - New Credit Card will be transferred into Betsy's name once she is fully on-boarded.
      - Old account will be closed once this occurs.
  - Financial update
    - Accounts Payable: In summary, all charges were the typical monthly charges. There were also some training manual printing costs for the current training in process. Normal monthly website and bookkeeping fees as well. Mark made a motion to approval the accounts payment in the amount of \$2,186.25. Doug seconded. All in favor. Motion passes.
    - Compilation Report: We have about \$4,500 extra compared to last year in our savings/checking account as well as \$6,000 in checks waiting to be posted. In regards to trainings, we will have more training expenses to account for on the books soon, due to lag time processing those expenses. We haven't had much activity in the "restricted" funds account recently. Emelie suggested looking at past expenses and moving those select charges into the "restricted" fund line item. Mark is going to investigate moving some RL Martin expenses historically into that Restricted Fund account instead of our general account. Mark mentioned that we will have to update the manual again with the changes in modeling hot water systems. Therefore, we need to keep some funds in the manual to account for future revisions.

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

➤ Committee Update:

- Quality Assurance Oversight Standard Amendment
  - Comments are due on the QA section on April 25<sup>th</sup>. There is still time remaining before the period closes. If any Board members have any comments, please provide them to Frank. Mark Newey suggested collecting comments now and summarizing them at the next Board meeting.
  - Doug will circulate a template for submitting comments, that is in a format RESNET would appreciate. The comments have to be grammatical in nature or provide a comment with a productive suggestion for edit/revision. It has to be in an “Accept change” or “reject change” format for RESNET to review and approve or deny. You are able to copy and paste sections of the document into the comments format to save yourself some editing time.
    - ◆ Frank, Mark Newey, Doug are all going to provide comments.
    - ◆ They might look to hold a standardized call each month, since historically, meetings were held only as needed and ad-hoc. A 30 minute call time was suggested.
    - ◆ Bring comments to the next meeting and review them there and gain consensus and a condense list. Then the Board will vote at their meeting following. The committee will release an email request to our members to submit comments in the given format and set a deadline for the submissions to be sent in by. The RESNET email will be referenced in the request. A Doodle Poll will also be released so that people can attend the review meeting.

❖ **Training Management (Bruce Bennett)**

➤ Rater Training

- March 7<sup>th</sup>-18<sup>th</sup> Online (In Progress). Emelie checked in with the instructor and she says the training is going very well so far.
- April 4<sup>th</sup> – 7<sup>th</sup> Classroom, Wes is set to train at this in New Hampshire. It will be held at Eversource’s office in Manchester. A house is secured as well for field testing. There are 12 full students signed up and 1 online only student.

- The group considered putting on other trainings outside of HERS Raters as in Passive House, and other certifications. There are some logistical details for some of the certifications and who is eligible to take the training. There was Board interest in holding a Passive House training. Frank suggested having builders attend certain trainings as well to make them aware of the programs and requirements.

❖ **Manual (Mark Hutchins)**

➤ Update:

- No meeting last month. They are looking to hold one this month.
  - RESNET did approve a new ANSI standard, and that may need to be updated as well.
- Basement Chart:
- Next version due in April. An addendum can be issued for October if the April deadline isn’t met.

❖ **Professional Development (Frank)**

- ~~January~~ January 20<sup>th</sup> Energy Gauge

- ~~February~~ – February 17<sup>th</sup> – EnerScore with Mike Browne
- **March** – Mark Hutchins: High Efficiency Heating: Parts and Purposes – March 16<sup>th</sup> at 3:30pm
- **April** – Mark Newey
- **May** – Doug, ENERGY STAR design checklist
- **June** – Bruce, Measuring ventilation equipment (Bill with TruTech)
- **July** – Tony, QAD lessons from the field, Laurel Elam (confirmed at conference)?
- **August** -
- **September** – Peter Hubbe, Climate change, bigger picture, where hers fits
- **October** – Frank Swol Codes Update
- **November** – Emelie, The new software
- **December** – Meet the candidates?
  - Bruce and Frank met and suggested having a webinar based off of standard 380 since it contains definitive guidance for what equipment to use for certain testing practices. Perhaps having Bill Spawn from TruTech to talk about the equipment available to use for testing to meet 380 requirements.
  - The Board would like to hold the TruTech training in April, since Mark Newey is having a hard time securing his presenter.
  - Doug is ok for the May training.

#### ❖ **Membership/Communications (Emelie)**

- Website update <http://mojo.nehers.org/>
  - Launched!
    - A few members expressed that the site look great.
    - There have been some issues with members logging in. These are being working on by the web developer. Emelie can access the site ok. Laurie will follow up with the company. Emelie will check in with her coworker who is hosting the training currently so make sure students can log in.
  - Pictures: The website could use more / updated photos. Please send them to Laurie to be updated.
- 2015 Membership Renewal
  - ClearResult is a training provider with RESNET, maybe join NEHERS?
    - They are a training provider. The benefit is that you can bid on the training bids when released. Mark Hutchins will run this by his training department to see if they would like to join and pay the remaining dues balance.

#### ❖ **Energy Code Committee (Peter Hubbe)**

- Committee update:
  - There was a meeting prior to RESNET. There isn't another meeting scheduled quite yet. If any members would request a meeting, please let Peter know. Emelie suggested having meetings scheduled at a regular time so that more members can have it on their calendar ahead of time and work around it to attend. Peter would like to have quarterly meetings.

#### ❖ **Other Business**

- Biannual report for Vermont due soon. Laurie will need to be the signatory and submit it online. It is due April 1<sup>st</sup>. Member names have to be updated and some basic information as well. Laurie will login and see what the process entails. Laurie will loop Jenn in in case she should submit the report as the Secretary.

➤ **NEHERS And Lobbying**

- Are we willing to say that NEHERS will not do lobbying going forward?
  - NEHERS can be provided funding from MassSave.
  - Peter Hubbe sent this information in. Doug and Mark Newey asked what the technical definition of lobbying is? Peter responded that it is someone who is actively involved at the state legislative level by attempting to effect the result of a vote at any governmental level. If NEHERS were involved in lobbying, it would mean that we weren't allowed to lobby. Emelie suggested that MassSave provide a definition of lobbying for us to respond to. Peter will request this and report back to the Board.

➤ **Memorandum of Support for MWHP:**

- Chris McTaggart's Midwest HERS Alliance would like a MOS from our Board.
- ❖ Frank made a motion to adjourn at 2:43pm. Mark Newey seconded. All in favor. Motion passes. Meeting adjourned at 2:43pm.